



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

**WEDNESDAY, DECEMBER 21, 2022
9:00 A.M.**

**AGENCY HEADQUARTERS
BOARD ROOM
6075 KIMBALL AVENUE, BUILDING A
CHINO, CALIFORNIA 91708
VIEW THE MEETING LIVE ONLINE AT IEUA.ORG
TELEPHONE ACCESS: (415) 856-9169 / Conf Code: 885 499 122#**

PURSUANT TO AB361 AND RESOLUTION NO. 2022-11-7, ADOPTED BY THE IEUA BOARD OF DIRECTORS ON NOVEMBER 16, 2022, 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.

The public may participate and provide public comment during the meeting by dialing 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

ROLL CALL

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.

*A Municipal Water District

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.

NEW, PROMOTED AND RECLASSIFIED EMPLOYEE INTRODUCTIONS

1. PUBLIC HEARING ITEMS

A. ADOPTION OF RESOLUTION NO. 2022-12-1, EXTENDING THE DECLARATION OF A WATER SHORTAGE EMERGENCY AND ADOPTION OF A REVISED EMERGENCY WATER CONSERVATION FRAMEWORK

Staff recommends that the Board adopt Resolution No. 2022-12-1, extending the declaration of a Water Shortage Emergency Condition, implementing the Agency's Water Shortage Contingency Plan at Level 6, and adopting a revised Emergency Water Conservation Program framework.

B. ADOPTION OF ORDINANCE NO. 111 - REGIONAL SEWERAGE SYSTEM

Staff recommends that the Board:

1. Hold a Public Hearing to receive public comments prior to the adoption of Ordinance No. 111, establishing regulations governing the collection, treatment, and disposal of sewage to the IEUA Regional Sewerage System; and
2. After closing the Public Hearing, adopt Ordinance No. 111.

C. ADOPTION OF ORDINANCE NO. 112 - RECYCLED WATER

Staff recommends that the Board:

1. Hold a Public Hearing to receive public comments prior to the adoption of Ordinance No. 112, establishing the availability and regulating the permitted use of recycled water from the IEUA Regional Recycled Water Distribution System; and
2. After closing the Public Hearing, adopt Ordinance No. 112

2. 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 2 and November 16, 2022 Board Meetings.
- B. **ADOPTION OF RESOLUTION NO. 2022-12-6, MAKING CERTAIN FINDINGS AND DETERMINATIONS REGARDING SPECIAL RULES FOR CONDUCTING MEETINGS THROUGH TELECONFERENCE**
Staff recommends that the Board adopt Resolution No. 2022-12-6, making certain findings and determinations regarding special rules for conducting meetings through teleconference.
- C. **REPORT ON GENERAL DISBURSEMENTS** (*Finance & Admin*)
Staff recommends that the Board approve the total disbursements for the month of October 2022, in the amount of \$24,401,932.26.
- D. **ADOPTION OF RESOLUTION NO. 2022-12-3, AMENDING THE AGENCY'S SALARY SCHEDULE/MATRIX FOR ALL GROUPS**
Staff recommends that the Board adopt Resolution No. 2022-12-3, amending the Agency's Salary Schedule/Matrix for all groups.
- E. **INTERNAL AUDIT UNIT CHARTER AND AUDIT COMMITTEE CHARTER** (*Audit*)
Staff recommends that the Board:
1. Approve the Audit Committee Charter and the Internal Audit Unit Charter; and
 2. Direct staff to implement the charters.
- F. **CONTRACT AWARD FOR HVAC PREVENTATIVE MAINTENANCE AND EMERGENCY REPAIR SERVICES** (*Eng/Ops/WR*)
Staff recommends that the Board:
1. Award a two-year service contract with three, one-year options to Diversified Thermal Services, for HVAC Preventative Maintenance and Emergency Repair Service Contract for a not-to-exceed amount of \$1,071,250; and
 2. Authorize the General Manager to execute the service contract.
- G. **AGENCY-WIDE AND LABORATORY COURIER SERVICE CONTRACT AWARD** (*Finance & Admin*)
Staff recommends that the Board:
1. Approve the award to provide Agency-Wide and Laboratory Courier Service, Contract No. 4600003207, to Integrated Parcel Network dba Pacific Couriers, for a two-year contract, with three one-year renewal options, for a potential total contract term of five years for a not-to-exceed amount of \$440,000; and
 2. Authorize the General Manager to execute the contract, subject to non-substantive changes.

H. RP-1 AERATION BASINS UTILITY WATER SYSTEM IMPROVEMENTS CONSTRUCTION CONTRACT AWARD (Eng/Ops/WR)

Staff recommends that the Board:

1. Award a construction contract for the RP-1 Aeration Basins Utility Water System Improvements, Project No. EN22041, to Genesis Construction in the amount of \$998,765; and
2. Authorize the General Manager to execute the contract, subject to non-substantive changes.

I. PROCUREMENT OF CISCO NETWORK COMPONENTS FOR RP-1 SCADA MIGRATION (Eng/Ops/WR)

Staff recommends that the Board:

1. Authorize the purchase from Frontier Technology dba MicroAge for Cisco controls system network infrastructure components prior to construction for the RP-1 SCADA Migration Project, EN13016.05, for an amount not-to-exceed \$189,853; and
2. Authorize the General Manager to execute the purchase.

J. PURCHASE OF COMBINATION (JET/VACUUM) SEWER CLEANING TRUCK (Eng/Ops/WR)

Staff recommends that the Board:

1. Authorize the purchase of one 2023 GapVax, Model No. MC1510, combination jet/vacuum sewer cleaning vehicle for a not-to-exceed amount of \$727,000; and
2. Authorize the General Manager to execute the purchase.

3. ACTION ITEMS

A. IEUA FISCAL YEAR (FY) 2021/22 AUDITED ANNUAL COMPREHENSIVE FINANCIAL REPORT (Audit) (Finance & Admin)

Staff recommends that the Board:

1. Approve the Annual Comprehensive Financial Report for fiscal year ended June 30, 2022;
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 \$7,000,000 from Recycled Water Fund to the Recharge Water Fund to support the Recharge Master Plan Update projects execution until grants and State Revolving Fund loan proceeds from the State Water Resources Control Board are received by the Agency; and
4. Authorize the General Manager to execute the inter-fund loan.

B. ADOPTION OF RESOLUTION NO. 2022-12-4, ESTABLISHING THE EQUIVALENT DWELLING UNIT COMPUTATION FOR CAPITAL CAPACITY REIMBURSEMENT AND MONTHLY SEWER SERVICE CHARGE ACCOUNT PAYMENTS

Staff recommends that the Board adopt Resolution No. 2022-12-4, establishing the Equivalent Dwelling Unit computation for Capital Capacity Reimbursement and Monthly Sewer Service Charge Account Payments.

C. ADOPTION OF RESOLUTION NO. 2022-12-5, ESTABLISHING REGIONAL INDUSTRIAL PRETREATMENT PROGRAM SERVICES

Staff recommends that the Board adopt Resolution No. 2022-12-5, establishing Regional Industrial Pretreatment Program services.

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, 2023.

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

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

F. ADOPTION OF RESOLUTION NO. 2022-12-2, APPOINTING AGENCY REPRESENTATIVE AND ALTERNATE REPRESENTATIVE TO THE SAWPA COMMISSION

Staff recommends that the Board adopt, by majority vote, Resolution No. 2022-12-2, 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.

4. INFORMATION ITEMS

A. RECYCLED WATER GROUNDWATER RECHARGE UPDATE (POWERPOINT)

B. FISCAL YEAR 2022/23 FIRST QUARTER BUDGET VARIANCE, PERFORMANCE UPDATES, AND BUDGET TRANSFERS (WRITTEN/POWERPOINT) (Finance & Admin)

C. ENGINEERING AND CONSTRUCTION MANAGEMENT PROJECT UPDATES (POWERPOINT) (Eng/Ops/WR)

RECEIVE AND FILE INFORMATION ITEMS

- D. **ACCOUNTS PAYABLE OPERATIONAL AND INTERNAL CONTROL AUDIT REPORT – REVIEW OF PROCURE TO PAY PROCESSES FOR MATERIALS AND SUPPLIES (WRITTEN/POWERPOINT)** *(Audit)*
- E. **CONTRACTS AND PROCUREMENT FOLLOW-UP AUDIT - 2022 (WRITTEN/POWERPOINT)** *(Audit)*
- F. **PROGRESS UPDATE FOR ALL PROCURE TO PAY AUDIT RECOMMENDATIONS (WRITTEN/POWERPOINT)** *(Audit)*
- G. **INTERNAL AUDIT DEPARTMENT QUARTERLY STATUS REPORT FOR DECEMBER 2022 (WRITTEN)** *(Audit)*
- H. **FEDERAL LEGISLATIVE REPORT FROM CARPI AND CLAY (WRITTEN)**
- I. **STATE LEGISLATIVE REPORT FROM WEST COAST ADVISORS (WRITTEN)**
- J. **PUBLIC OUTREACH AND COMMUNICATION (WRITTEN)**
- K. **RP-5 EXPANSION PROJECT UPDATE – DECEMBER 2022 (POWERPOINT)** *(Eng/Ops/WR)*
- L. **TREASURER’S REPORT OF FINANCIAL AFFAIRS (WRITTEN/POWERPOINT)** *(Finance & Admin)*

5. AGENCY REPRESENTATIVES’ REPORTS

- A. **SANTA ANA WATERSHED PROJECT AUTHORITY REPORT (WRITTEN)**
December 6, 2022 SAWPA Commission meeting. The December 20, 2022 SAWPA Commission meeting agenda was not available at time of printing.
- B. **METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA REPORT (WRITTEN)**
December 12, 2022 Special and December 13, 2022 MWD Board meetings
- C. **REGIONAL SEWERAGE PROGRAM POLICY COMMITTEE REPORT**
The next Regional Sewerage Program Policy Committee meeting is scheduled for January 5, 2023
- D. **CHINO BASIN WATERMASTER REPORT (WRITTEN)**
November 17, 2022 Chino Basin Watermaster Board meeting
- E. **CHINO BASIN DESALTER AUTHORITY REPORT (WRITTEN)**
December 1, 2022 Special CDA Board meeting

F. INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY REPORT

The next IERCA Board meeting is scheduled for February 6, 2023

6. GENERAL MANAGER'S REPORT (WRITTEN)

7. BOARD OF DIRECTORS' REQUESTED FUTURE AGENDA ITEMS

8. 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.

9. CLOSED SESSION

**A. PURSUANT TO GOVERNMENT CODE SECTION 54956.9(a) –
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

1. Workers' Compensation Claim Nos. IEUC-000495; 4A2208YJ8LZ-0001

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

One Case

**C. PURSUANT TO GOVERNMENT CODE SECTIONS 54957 AND 54957.6
– PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

1. General Manager

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.

PUBLIC HEARING

1A

Date: December 21, 2022

To: The Honorable Board of Directors

ASD
From: Shivaji Deshmukh, General Manager

Committee:

Staff Contact: Shivaji Deshmukh, General Manager

Subject: Adoption of Resolution No. 2022-12-1, Extending the Declaration of a Water Shortage Emergency and Adoption of a Revised Emergency Water Conservation Framework

Executive Summary:

The State of California is currently experiencing unprecedented drought conditions with the three-year sequence of water years 2020 - 2022 being the driest on record and below average precipitation projected for 2023.

Metropolitan Water District's (MWD) State Water Project (SWP) supplies have been historically low and are being further curtailed. In April of 2022, MWD declared a Water Shortage Emergency Condition on SWP-dependent areas and adopted a framework for emergency water conservation which set monthly imported water allocations on IEUA. On May 18, 2022, IEUA adopted a Declaration of A Water Shortage Emergency and Adoption of Framework of an Emergency Water Conservation Program in conjunction with this imported water allocation. On December 13, 2022 MWD extended the emergency water conservation framework and further reduced allocations. Staff now proposes adopting the attached resolution extending the declaration a water shortage emergency, activating Level 6 of the Agency's WSCP, and a Revised Emergency Water Conservation Program framework allocating water supplies to customer agencies with continued development of comprehensive and coordinated actions.

Staff's Recommendation:

Adopt Resolution No. 2022-12-1, extending the declaration of a Water Shortage Emergency Condition, implementing the Agency's Water Shortage Contingency Plan at Level 6, and adopting a revised Emergency Water Conservation Program framework.

Budget Impact *Budgeted (Y/N): Y 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 adopted Resolution No. 2021-6-10, adopting the 2020 Water Shortage Contingency Plan.

On May 7, 2022, the Board adopted Resolution No. 2022-5-7, Declaring a Water Shortage Emergency Condition and Adopting the Framework of an Emergency Water Conservation Program.

Environmental Determination:

Not Applicable

Business Goal:

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

Attachments:

Attachment 1: Resolution 2022-12-1

RESOLUTION NO. 2022-12-1

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE INLAND EMPIRE UTILITIES AGENCY*, SAN BERNARDINO COUNTY, CALIFORNIA, EXTENDING THE DECLARATION OF A WATER SHORTAGE EMERGENCY AND ADOPTION OF A REVISED EMERGENCY WATER CONSERVATION FRAMEWORK

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, due to water quality and system constraints, the Agency is only able to provide 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 approximately 35 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, by June 2021 the Agency and its retail water agencies adopted Urban Water Management Plans (UWMP) and Water Shortage Contingency Plans (WSCP) to prudently plan for dry conditions and shortages within their respective service areas; 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 December 8, 2021, the Agency adopted Resolution No. 2021-12-5, recognizing the state and regional drought emergency and activating the Agency's Water Shortage Contingency Plan at Level 2; and

WHEREAS, the Agency and its water retail 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, severe drought conditions are constraining available SWP supplies, and the California Department of Water Resources (DWR) classified water years 2020, 2021, and 2022 as dry and critically dry; and

WHEREAS, Lake Mead and Lake Powell, the two largest reservoirs in the United States are at record lows; 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, Metropolitan's SWP supplies have been and are being curtailed; and

WHEREAS, DWR's initial Table A allocations for 2023 was five percent; and

WHEREAS, four consecutive years of low Table A allocations have strained water supplies for portions of Metropolitan's service area that currently are served primarily through the SWP, referred to as the "SWP Dependent Area." Human Health and Safety (HH&S) needs are defined as "the amount of water necessary for prevention of adverse impacts to human health and safety, for which there is no feasible alternative supply." In general, HH&S needs are limited to domestic supply, sanitation, public health and fire protection purposes. To supplement the low Table A allocation, DWR agreed to provide additional SWP supplies to Metropolitan and other SWP Contractors, if necessary to fulfill their unmet HH&S needs. However, DWR is requiring any SWP contractor receiving such supplies to impose mandatory restrictions on water use within its service area consistent with these emergency circumstances; and

WHEREAS, Governor Newsom issued an Executive Order calling on urban water suppliers to activate their WSCPs that identify response actions that will be taken under various water shortage conditions. Due to worsening drought conditions, Governor Newsom issued Executive Order N-7-22 on March 28, 2022, specifically requiring all urban water suppliers to implement, at a minimum, the response actions identified in their WSCPs for a shortage level of twenty percent (Level 2). This executive order further encouraged urban water suppliers to conserve more than the minimum required and to voluntarily activate more stringent local requirements based on a shortage level of up to thirty percent (Level 3); and

WHEREAS, the Agency, its retail agencies, and other agencies in the region have taken extraordinary steps to reduce demands and bolster supplies. Local water suppliers and communities have also made multi-million dollar strategic and forward-looking investments in water conservation, water recycling, stormwater capture and reuse, groundwater storage, and other strategies to improve drought resilience. Water conserved throughout the service area, among other things, has helped preserve local water resources. Continued action by residents to conserve water and extend local groundwater and surface water supplies will provide greater resilience if the drought continues in future years; and

WHEREAS, Metropolitan has determined that it must take additional actions immediately to conserve the remaining available SWP supplies. In 2014, Metropolitan's Board adopted a revised Water Supply Allocation Plan (WSAP) pursuant to which it may determine that a regional shortage exists, establish a regional shortage level and was intended only for use during periods of region-wide water shortages and requires a more extended period to implement. As such, the

current WSAP cannot effectively or efficiently address the water shortages anticipated to occur this year in the SWP Dependent Area; and

WHEREAS, on April 26, 2022, Metropolitan declared a water shortage emergency condition in SWP constrained areas within its service area, adopted an Emergency Water Conservation Program, pursuant to Water Code Section 350 et. seq., Water Code Section 375 et. Seq., and other applicable authorities to preserve SWP supplies.

The Emergency Water Conservation Program includes two pathways for affected Member Agencies to reduce the use of Metropolitan's SWP supplies and achieve compliance with the program.

The first path allows Metropolitan Member Agencies the option to achieve EWCP compliance by restricting outdoor irrigation to one day per week (or its equivalent). Metropolitan's General Manager is authorized to modify this restriction to ban all non-essential outdoor irrigation or enforce volumetric limits should conditions warrant as the year develops. Metropolitan Member Agencies that document enforcement of these restrictions will be deemed compliant with the Emergency Water Conservation Program. Noncompliant Member Agencies will be required to pay to MWD volumetric penalties of \$2,000 per acre-foot on any water supplied by Metropolitan from the SWP system that exceeds certain monthly allocation limits.

The second path allows a Metropolitan Member Agency to comply with monthly allocation limits directly. The specific limit for each agency is based on an allocated share of the HH&S water provided by DWR and certain additional Metropolitan SWP supplies delivered through the SWP system. Member Agencies that meet established limits will be deemed compliant with the Emergency Water Conservation Program; non-compliant Metropolitan Member Agencies will be required to pay the same volumetric penalties as under the first path; and

WHEREAS, on May 4, 2022, Metropolitan established volumetric limits for each SWP-dependent agency, effectively allocating to the Agency 19,230 acre-feet and 14,933 acre-feet, based on initial HH&S and MWD supplies, totaling 34,163 acre-feet for the period of June 1, 2022 through December 31, 2022; and

WHEREAS, the Agency adopted Resolution No. 2022-5-7, declaring a Level 3 water shortage emergency condition and adopting an Emergency Water Conservation Program for the period of June 1, 2022 through December 31, 2022; and

WHEREAS, the Agency's Emergency Water Conservation Program framework reduced non-essential uses of water within the volumetric allocation provided by Metropolitan and ensured compliance with this limitation for all IEUA retail agencies via the second path; and

WHEREAS, as a result, the Agency's Emergency Conservation Program implemented an allocation utilizing a 3-year imported water purchasing history methodology for its Metropolitan-IEUA service connections, which include Cucamonga Valley Water District (CVWD), Fontana Water Company (FWC), and Water Facilities Authority (WFA). Tier 1 allocation was reduced proportionally based on their baseline 3-year imported water average purchases for Fiscal Years

Ending in 2018, 2019, and 2020. The allocations for the agencies were required to comply with corresponding monthly volumetric allocations for the period of June 1, 2022 through December 31, 2022. Agencies met these limits and were deemed compliant with the Agency's Emergency Water Conservation Program; and

WHEREAS, the Agency and its retail agencies have expanded conservation efforts that focus on outdoor water use reduction immediately to support the region in meeting its water needs now and in the future; and

WHEREAS, the Agency and its member agencies have increased their public outreach and messaging activities to heighten public awareness and trigger a call for action that the "time is now" to respond to the severe statewide drought and the urgency for everyone to do their part to implement extraordinary conservation measures to reduce water use and preserve existing water supplies; and

WHEREAS, there are numerous resources and programs to assist in our region-wide water use efficiency efforts, including rebates for turf removal, landscape equipment upgrades, indoor water saving devices, free landscape evaluations, and information on water-saving strategies at www.ieua.org and www.bewaterwise.com; and

WHEREAS, on December 13, 2022, Metropolitan extended the Emergency Water Conservation Program through June 2023 and informed the SWP Dependent Areas new draft volumetric limits for January through June 2023 would be provided; and

WHEREAS, the Agency's preliminary draft allocation from Metropolitan for January 2023 through June 2023 is over a 50% reduction from the previous allocation from June 2022 through December 2022; and

WHEREAS, the Agency held a public hearing on December 21, 2022, on the matter of whether the Agency's Board of Directors should declare that a water shortage emergency condition exists within its service area and adopt an Emergency Water Conservation Program. Included in the water shortage emergency declaration, the Agency will implement its Water Shortage Contingency Plan at a Level 6 – Water Shortage Emergency Conditions (> 50% percent shortage); and

WHEREAS, notice of said hearing was published in accordance with Government Code Section 6061 on December 6, 2022, in the Inland Valley Daily Bulletin, a newspaper of general circulation printed and published in the western portion of San Bernardino County and the eastern area of Los Angeles County; and

WHEREAS, at said hearing, all persons were given an opportunity to be heard by the Agency Board of Directors in accordance with Water Code Sections 350 and 375; and

WHEREAS, pursuant to Water Code Section 350 et. seq., the Agency is authorized to declare a water shortage emergency condition to prevail within its service area whenever it finds and determines that the ordinary demands and requirements of water consumers cannot be satisfied

without depleting the water supply to the extent that there would be insufficient water for human consumption, sanitation, and fire protection; and

WHEREAS, pursuant to Water Code Section 375 et. seq., the Agency is authorized to adopt and enforce a water conservation program to reduce the quantity of water used by those persons within its service area for the purpose of conserving the water supplies of the public entity by ordinance or resolution adopted by a majority of the members of the governing body after holding a public hearing upon notice and making appropriate findings of necessity for the adoption of a water conservation program; and

WHEREAS, the cities and water agencies providing water service within the Agency's boundaries have worked collaboratively to develop short- and long-term water-management strategies to implement comprehensive water use efficiency programs that have prepared the region to cope with extended periods of drought; and

WHEREAS, Metropolitan and the Agency will actively monitor and report on water usage by each Metropolitan service connection to assist in tracking the use of the allocation.

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

1. A Water Shortage Emergency Condition exists in the Agency's service area as set forth in the Water Code Sections 350 et. seq., and 375 et. seq.; and,
2. The actions set forth in this Resolution are in accordance with the powers of the Agency under the Water Code, the Agency's UWMP and WSCP, the Governor's Executive Orders related to the drought, and Metropolitan's Emergency Water Conservation Program concerning the SWP supplies; and,
3. In accordance with its Water Shortage Contingency Plan, the Agency hereby declares that a Level 6 - Water Shortage Emergency Condition exists in IEUA's supply mix, and urges every retail agency to take the necessary actions to reduce their imported water usage by a minimum of 50% percent; and,
4. The Agency hereby extends the term of the Emergency Water Conservation Program (EWCP) framework to reduce non-essential uses of water and preserve available water supplies for the greatest public benefit in the Agency's service area to accommodate the volumetric allocation established by IEUA to ensure compliance with this limitation beginning January 1, 2023. It is the intent of the Board of Directors that the Agency's EWCP factor in Metropolitan's EWCP, including but not limited to Metropolitan's provisions relating to water use restrictions, enforcement, and penalties for non-compliance; and,
5. For retail agencies that exceed IEUA allocated volumetric limits, a penalty of up to \$2,000 per acre-foot may be assessed by IEUA. The Agency's EWCP is effective immediately upon adoption of this Resolution; and,

6. Additional updates or revisions to the Agency's EWCP may be imposed if drought conditions persist and as further requirements are necessary to achieve desired levels of demand management; and,
7. The Agency will continue coordinating with its retail agencies, cities and communities to develop a unified regional message and accelerate its outreach efforts in order to communicate the urgent need to reduce all water use; and,
8. The General Manager shall finalize and establish allocation limits, along with all other elements of the EWCP by December 31, 2022; and,
9. The Agency's General Manager is authorized to amend and augment the terms of, and assumptions within, the Agency's EWCP to assure that it conforms to and/or reconciles with Metropolitan's EWCP and/or similar program adopted by Metropolitan, including subsequent modifications; and,
10. The Agency's General Manager will report to the Board on the effectiveness of the EWCP on a regular basis; and,
11. The Agency's EWCP shall continue through June 30, 2023, unless otherwise terminated.

BE IT FURTHER RESOLVED that, should drought conditions persist in the coming months, or should demand management actions not sufficiently preserve available supplies, the General Manager may impose additional conditions or requirements as part of the Emergency Water Conservation Program.

ADOPTED this 21st day of December 2022.

Steven J. Elie
President of the Inland Empire Utilities
Agency* and of the Board of Directors thereof

ATTEST:

Marco Tule
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, Marco Tule, Secretary/Treasurer of the Inland Empire Utilities Agency*, DO
HEREBY CERTIFY that the foregoing Resolution No. 2022-12-1, was adopted at a regular Board
meeting on December 21, 2022, of said Agency* by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Marco Tule, Secretary/Treasurer of the
Inland Empire Utilities Agency* and of the
Board of Directors thereof

(SEAL)

* A Municipal Water District

PUBLIC HEARING

1B

Date: December 21, 2022

To: The Honorable Board of Directors

SD
From: Shivaji Deshmukh, General Manager

Committee:

Staff Contact: Shivaji Deshmukh, General Manager

Subject: Public Hearing and Adoption of Ordinance No. 111 - Regional Sewerage Service

Executive Summary:

The Regional Sewage Service Contract (Contract) is an agreement between IEUA and the Regional Contracting Agencies (RCAs) for the terms and conditions of sewage treatment services. The Contract's term has been for fifty years and will soon expire on January 2, 2023.

IEUA and the RCAs began preliminary negotiations in 2014 and transitioned to a facilitated format in 2018. Since then, IEUA and the RCAs have had ongoing negotiations but have not found full concurrence prior to the expiration of the Contract. In December 2021, the RCAs submitted a request for continuation of service. IEUA acknowledged the request and committed to continuing negotiations in earnest. IEUA decision makers were present and RCA decision makers were requested. On November 4, 2022, IEUA requested mutual agreement from all RCAs in order for IEUA to continue services and negotiations through April 2023. Due to disagreements over the interpretation of continued service provisions and setting a firm deadline, IEUA did not receive confirmation from all RCAs. Ordinance No. 111 is being brought for consideration to the IEUA Board in order to enforce the rules and regulations governing operations of the Regional Sewerage System and ensure compliance with IEUA's permits, while providing additional opportunity through April 2023 to complete negotiations.

Staff's Recommendation:

1. Hold a Public Hearing to receive public comments prior to adoption of Ordinance No. 111, establishing regulations governing the collection, treatment, and disposal of sewage to the IEUA Regional Sewerage System; and
2. After closing the public hearing, adopt Ordinance No. 111.

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

Account/Project Name:

N/A

Fiscal Impact (explain if not budgeted):

None

Prior Board Action:

On August 15, 1972, the IEUA Board entered into the Regional Contract with the Regional Contracting Agencies.

On April 12, 1984, the IEUA Board adopted amendments to the Regional Contract.

On October 19, 1994, the IEUA Board adopted amendments to the Regional Contract.

Environmental Determination:

Not Applicable

Business Goal:

The adoption of Ordinance No. 111 is consistent with IEUA's Business Goals of Fiscal Responsibility, Business Practices, and Wastewater Management by ensuring a governance structure is in place that maintains reasonable service rates that fully support costs of service, applying the best industry practices to maintain or improve the quality and value of wastewater treatment services to the public and region, and committing to meeting the regional wastewater demands in an environmentally responsible and cost effective manner.

Attachments:

Attachment 1 - Regional Sewerage System Ordinance No. 111 Public Hearing presentation

Attachment 2 - Ordinance No. 111



Regional Sewerage System Ordinance No. 111 Public Hearing

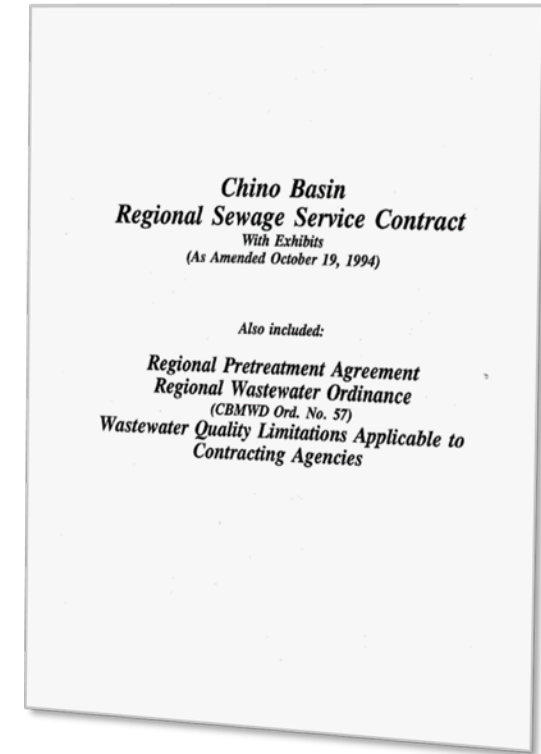
Ken Tam

Manager of Environmental Resources

December 21, 2022

Chino Basin Regional Sewage Service (Regional Contract)

- Sewage service agreement between IEUA and Seven Regional Contracting Agencies (RCAs)
- What are the primary purposes for the contract?
 - Forecasting, planning, and funding for regional sewage system
 - Pretreatment and treatment facility / water quality protection
 - Advisory Regional Committees
- 50-year contract expires January 2, 2023



Ordinance Necessary To Protect IEUA and RCAs

- Regional Contract negotiations ongoing since 2014
- Contract expiration requires IEUA to take action to protect all parties' interests
- Proposed Ordinance No. 111 enforces rules and regulations governing operations of Regional Sewerage System and ensures compliance with permits
- Negotiation discussions will continue in January 2023

Proposed Ordinance No. 111 Seeks to Incorporate Negotiated Principles while Modernizing Language and Streamlining Processes

- Reasserts IEUA Board's authority and responsibilities
 - Fiduciary duties (e.g., setting rates and budgets, allocating property taxes)
- Incorporates applicable principles discussed and negotiated over Regional Contract Negotiations.
 - Contract-type language replaced with Ordinance-type specific language
- Simplifies review processes between IEUA and RCAs on matters supporting Regional Sewerage System.
 - Regional Technical Committee & Regional Policy Committee retained
- Recycled Water and Santa Ana River Obligation to be addressed in Proposed Ordinance No. 112
- Adoption of existing sewer connection and monthly fees policies
 - Proposed Board Resolution 2022-12-4
- Reassert Regional Pretreatment Program authority
 - Proposed Board Resolution 2022-12-5

Staff's Recommendation

1. Hold a Public Hearing to receive public comments prior to adoption of Ordinance No. 111, establishing regulations governing the collection, treatment, and disposal of sewage to the IEUA Regional Sewerage System; and
2. After closing the public hearing, adopt Ordinance No. 111.

*The adoption of Ordinance No. 111 is consistent with **IEUA's Business Goals of Fiscal Responsibility, Business Practices, and Wastewater Management** by ensuring a governance structure is in place that maintains reasonable service rates that fully support costs of service, applying the best industry practices to maintain or improve the quality and value of wastewater treatment services to the public and region, and committing to meeting the regional wastewater demands in an environmentally responsible and cost effective manner.*

REGIONAL SEWAGE SERVICE ORDINANCE

ORDINANCE NO. 111

AN ORDINANCE OF THE BOARD OF DIRECTORS OF INLAND EMPIRE UTILITIES AGENCY, A MUNICIPAL WATER DISTRICT, ESTABLISHING REGULATIONS GOVERNING THE COLLECTION, TREATMENT, AND DISPOSAL OF SEWAGE TO THE REGIONAL SEWERAGE SYSTEM IN THE INLAND EMPIRE UTILITIES AGENCY, SAN BERNARDINO COUNTY, STATE OF CALIFORNIA.

BE IT ORDAINED by the Board of Directors of the Inland Empire Utilities Agency as follows:

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SECTION 1 - GENERAL PROVISIONS

1.1 PURPOSE AND POLICY

This Ordinance is enacted under the authority of the Municipal Water District Law of 1911, California Water Code §71000 et. seq., California Health and Safety Code §5470 et. seq., and sets forth uniform requirements for users of the Regional Sewerage System, a Publicly Owned Treatment Works (POTW), in the Inland Empire Utilities Agency (IEUA) in San Bernardino County, State of California. This Ordinance is enacted in contemplation of the termination of the Chino Basin Regional Sewage Service Contract As Amended in 1994 which expires under its terms on January 2, 2023. This Ordinance enables the IEUA to comply with all applicable State and Federal laws, including the Clean Water Act (33 United States Code [U.S.C.] Section 1251 et. seq.), and the California Water Code as amended. The objectives of this Ordinance are:

To define the terms and conditions for use of the Regional Sewage System of IEUA within its service area including for the Cities of Chino, Chino Hills, Fontana, Montclair, Ontario, Upland, and the Cucamonga Valley Water District, collectively henceforth known as Sewage Collection Agencies (SCAs) which services includes, but are not limited to, the collection, treatment, and disposal of sewage;

To recognize that IEUA under its National Pollutant Discharge Elimination System permit conditions, has authority to administer the Regional Pretreatment Program over wastewater Discharges within its service area;

To adopt the terms and conditions to compute the uniform financial obligations for users of the Regional Sewage System;

To comply with the continuing service provisions of Section 29 of the Chino Basin Regional Sewage Service Contract As Amended in 1994.

1.2 SEVERABILITY

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason found to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the remaining portion of this Ordinance. The IEUA Board of Directors declares that it would have

approved this Ordinance by section, subsection, sentence, clause, or phrase irrespective of the fact that any one or more of the sections, subsections, sentences, clauses, or phrases be declared invalid or unconstitutional.

1.3 ADMINISTRATION

Except as otherwise provided herein, the General Manager of the IEUA shall administer, implement, and enforce the provisions of this Ordinance. Any powers granted to or duties imposed upon the General Manager may be delegated by the General Manager to a Duly Authorized IEUA Employee.

1.4 RIGHT OF REVISION

IEUA reserves the right to amend this Ordinance, as it deems appropriate.

1.5 PROTECTION FROM DAMAGE

No person shall maliciously, willfully, or negligently break, damage, destroy, impair the usefulness, uncover, deface, or tamper with any structure, appurtenance, or equipment which is a part of the Regional Sewerage System.

1.6 NOTICE PROCEDURE

Unless otherwise provided herein, any notice required to be given by the General Manager under this Ordinance shall be in writing and served in person or by certified mail, return receipt requested. The notice shall be served upon a duly authorized representative of the SCA, at the last address known to the General Manager.

1.7 DEFINITIONS

Unless otherwise required by the context, various terms used in this Ordinance, including the recitals, shall have the meanings set forth in this section. The singular number includes the plural and the plural the singular.

“Capacity Demand” means the volume and strength (i.e., biochemical oxygen demand and suspended solids) of sewage discharged from the Community Sewer System of a SCA into the Regional Sewerage System.

“Capital Capacity Reimbursement Account” means the accounts established and maintained by the SCAs and to which are deposited or credited Capital Capacity Reimbursement Payments.

“Capital Capacity Reimbursement Payment” means a deposit or credit made to the Capital Capacity Reimbursement Account of a SCA for new connections to its Community Sewer System.

“Chino Basin” means that area underlain by the Chino and Cucamonga groundwater basins and that portion of the Claremont Heights groundwater basin within San Bernardino County which groundwater basins are described in Bulletin No. 53 of the California Division of Water Resources, dated March, 1947, and entitled “South Coastal Basin Investigation - Overdraft on Groundwater Basins.”

“Commercial Unit” means a building, establishment or premises where businesses selling goods or providing professional or other services to the public or governmental offices are or will be located.

“Community Sewer System” means all facilities owned, controlled or operated by a Sewage Collection Agency for the purpose of collecting and conducting sewage to a delivery point, including collector sewers conducting sewage from the originating premises, trunk sewers conducting sewage from tributary collector sewers or other trunk sewers and any facilities appurtenant to the foregoing.

“Demand Deficit” means the difference between the aggregate total Forecasted Demand of a SCA and the total aggregate Equivalent Dwelling Units connected to its Community Sewer System during an eight-year period commencing with the fifth fiscal year preceding the fiscal year for which IEUA is at the time of the determination of such difference preparing a Ten-Year Sewer Capital Forecast, and including the initial three fiscal years of such Ten-Year Sewer Capital Forecast.

“Delivery Point” means the transfer point at which Sewage is delivered from a Community Sewer System into the Regional Sewerage System.

“Dispose” or “Disposal” means any process or method for the elimination or beneficial use of Sewage and any Effluent or solid waste residuals thereof, including exportation from the Chino Basin.

“Effluent” means the liquid outflow at the discharge point of any Regional Treatment Plant.

“Equivalent Dwelling Unit” or “EDU” means a measure of sewage flow equivalent in quantity and strength to the daily flow of an average single-family household determined by resolution of the Board of Directors of IEUA and referred to as Exhibit “J” .

“Expansion” means the acquisition or construction of new facilities for the Regional Sewerage System and the making of any replacements, betterments, additions or extensions of the Regional Sewerage System.

“Facilities” means any pipelines, buildings, structures, works, improvements, fixtures, machinery, equipment, or appliances and any real property, or interests therein, necessary or convenient for the construction, maintenance and operation of any of the Regional Sewerage System.

“Fiscal Year” means a 12-month period commencing on July 1 and ending on the following June 30.

“Forecasted Demand” means the yearly forecasted or estimated volume and strength of sewage discharged from the Community Sewer System of a SCA into the Regional Sewerage System as set forth in a Ten-Year Sewer Capital Forecast.

“IEUA” means the Inland Empire Utilities Agency, a municipal water district.

“Industrial Unit” means a building, establishment, or premises where manufacturing, fabrication or assembly operations or industrial or chemical processes are conducted.

“Industrial Waste” means any wastewater and any water borne solid, liquid, or gaseous wastes resulting from any producing, manufacturing, or processing operations of whatever nature as more particularly defined, from time to time, by any federal, state, or regional agency authorized by law to prescribe quality standards for the discharge of sewage effluent and industrial waste effluent within the Chino Basin.

“Non-Domestic Waste” means waste or wastewater discharged into the Community Sewer System of a SCA which has a greater concentration of total dissolved solids or biochemical oxygen demand or any other constituents limited by IEUA than the waste or wastewater discharged from the typical single family domestic household in the SCA’s Service Area.

“Recycled Water” means as defined in Title 22, Division 4, Chapter 3, Water Recycling Criteria, Section 60301.050 et seq., of the California Code of Regulations; water which is available as a result of the treatment of wastewater. Also as described in subdivision (n) of Section 13050 of the Water Code of the State of California, treated wastewater that is suitable for direct beneficial use or a controlled use that would not otherwise occur.

“Regional Interceptor” includes, but is not limited to, pipelines, facilities and appurtenances which receive sewage from the most downstream trunk or collector sewer of a Community Sewer System, or a portion thereof, for the purpose of transmitting the sewage to a Regional Treatment Plant or to any other point of disposal, and any facilities appurtenant thereto, or any sewer which is utilized for the transmission of the sewage of two or more SCAs to such a plant or point of disposal.

“Regional Policy Committee” means the committee provided for in Section 24 hereof

“Regional Sewerage System” means all facilities owned, controlled, or operated by IEUA and any interest or capacity rights of IEUA in facilities owned, controlled, or operated by others, for the purpose of transmitting, treating and/or disposing of Sewage, including interceptor sewers, sewage treatment and disposal plants, facilities for the Disposal of Effluent and solid waste residuals and any facilities appurtenant to the foregoing. The Regional Sewerage System does not include the recycled water system which is owned, operated, managed, and maintained by IEUA. The Regional Sewerage System shall include all other disposal facilities which are required to meet the requirements of the National Pollutant Discharge Elimination System Permit or permits or Waste Discharge Requirements issued to IEUA by the Regional Water Quality Control Board, Santa Ana Region, for the operation of the Regional Treatment Plants.

“Regional Technical Committee” means the committee provided for in Section 25 hereof.

“Regional Treatment Plant” means a sewage and wastewater treatment plant operated by IEUA as part of the Regional Sewerage System.

“Regional Wastewater Capital Improvement Fund” means the fund of IEUA into which is deposited all Supplemental Capital Outlay Funds received by IEUA from the SCAs for the acquisition, construction, improvement, and expansion of the Regional Sewerage System.

“Residential Unit” means a single-family residence, a condominium unit, an apartment unit or other such structure or portion thereof which is equipped and suitable for human habitation or a mobile home space in a mobile home park, not including, however, transient lodging rooms in motels or hotels which are considered to be commercial units.

“Service Area” means all territory now or hereafter served by the Community Sewer System owned, controlled or operated by any SCA. The IEUA service area includes the Cities of Chino, Chino Hills, Fontana, Montclair, Ontario, Upland, and the Cucamonga Valley Water District.

“Sewage” means any liquid waste and water borne solid waste resulting from residential, commercial, industrial, or institutional activities or uses.

“Sewage Collection Agency” (SCA) means any county, city or special district, other than IEUA, which is located in whole or in part within the IEUA Service Area and which is authorized to own, control and operate a Community Sewer System.

“Sewer” means any pipeline conducting sewage, either by gravity or by pressure, and any facilities appurtenant thereto.

“Sewer User Charge” means any charge, fee, rental, or rate, excluding property taxes and Capital Capacity Reimbursement Payments, which is imposed on and collected from the owner, lessee, or occupant of property for providing services and facilities of any Community Sewer System or the Regional Sewerage System, or both.

“Supplemental Capital Outlay Funds” means contributions by a SCA from its Capital Capacity Reimbursement Account reserves to IEUA to supplement the funding of the planning, design and construction of Regional Sewerage System capital improvement projects.

“Transmit” or “Transmission” means the conducting (i) of Sewage from any Delivery Point to a Regional Treatment Plant or other point of Disposal or (ii) of Effluent from a Regional Treatment Plant to a point of Disposal;

“Treat” or “Treating” or “Treatment” means any process or method for altering the quality of Sewage and/or Effluent to meet applicable regulatory standards for Disposal or beneficial reuse.

SECTION 2 - RIGHTS AND OBLIGATIONS

A SCA shall have the right to deliver all Sewage collected by its Community Sewer Systems to the Regional Sewerage System and IEUA shall have the obligation to receive into the Regional Sewerage System all Sewage so delivered by the SCA subject to the provisions of this Ordinance.

SECTION 3 - COMMUNITY SEWER SYSTEMS

Each SCA shall be responsible for all costs and expenses of the acquisition, construction, operation, and maintenance of its Community Sewer System.

A. Inspection of Facilities

Any authorized officer or employee of IEUA may enter and inspect any part of the Community Sewer System of any SCA during normal working hours on regular business days and upon the giving of not less than 24 hours prior notice of the inspection, except during emergencies.

SECTION 4 - RESERVED

SECTION 5 - RESERVED

SECTION 6 - REGIONAL SEWERAGE SYSTEM; PROHIBITED DISCHARGES

IEUA shall own and operate a Regional Sewerage System for the Transmission, Treatment and Disposal of Sewage delivered by any SCA. The Regional Sewerage System, including any interests or capacity rights of IEUA in facilities owned, controlled or operated by others, shall be as shown or described in the IEUA Wastewater Facilities Master Plan, as amended from time to time, and is intended to accept domestic waste.

Use of the Regional Sewerage System by industrial users discharging process wastewater shall be governed by Ordinance No. 109, or any successors thereof.

Except as may be specifically provided on a temporary basis, no SCA shall discharge or cause to be discharged in the Regional Sewerage System any waste which exceeds or results in the inability of the wastewater treatment plant effluent to meet the wastewater discharge requirements presently established by any State or Federal regulatory agency, or which may be adopted in the future.

A SCA shall not discharge wastewater, in quantities or concentrations, alone or in conjunction with a discharge or discharges from other sources that cause the pH of the wastewater entering the headworks of any Regional Treatment Plant to decrease below 6.0 Standard Units at any time.

A SCA shall not discharge wastewater, in quantities or concentrations, alone or in conjunction with a discharge or discharges cause an increase in temperature of a Regional Treatment Plant's influent to be above 90 degrees Fahrenheit, which normally occurs during the period of June through October, nor above 78 degrees Fahrenheit during the remainder of the year.

IEUA shall pay all costs and expenses incurred in the acquisition, construction, maintenance, and operation of the Regional Sewerage System. Each SCA shall, as provided in Section 17 hereof, pay to IEUA service charges representing a pro rata share of all net audited costs incurred by IEUA in the maintenance and operation of the Regional Sewerage System, and each SCA shall contribute Supplemental Capital Outlay Funds to IEUA for the improvement and expansion of the Regional Sewerage System as provided in Section 9 hereof.

Expansion of the Regional Sewerage System is done to accommodate growth and development within the respective SCA's service area and is based largely on growth projections and requests for expansion from the SCAs. Accordingly, voluntary withdrawal of wastewater flows by one or more SCAs could be detrimental to the Regional Sewerage System by creating stranded assets and resulting in increased costs to the remaining SCAs and IEUA would contest such withdrawal as unauthorized by law. Nevertheless, should a voluntary withdrawal of flows from the Regional Sewerage System occur, the impact of the withdrawal will be calculated by IEUA and an impact fee will be assessed against the withdrawing SCA[s].

SECTION 7 - REGIONAL PRETREATMENT PROGRAM

IEUA owns and operates the Regional Sewerage System facilities that are regulated by National Pollutant Discharge Elimination System (NPDES) permits issued by the Regional Water Quality Control Board, and which are subject to numerical discharge limitations and requirements. Those permit regulations and discharge limitations require the control and restrictions to the discharge of industrial wastewater on Significant Industrial Users (SIUs). Furthermore, the permit regulations require IEUA to implement pretreatment regulations in all jurisdictions tributary to IEUA's service area. The regional pretreatment program requirements between IEUA and the SCAs shall be established by resolution of the Board of Directors of IEUA and in Ordinance No. 109 and any successors thereof.

SECTION 8 - RESERVED

SECTION 9 - CAPITAL FINANCING OF REGIONAL SEWERAGE SYSTEM

A. General

The Regional Sewerage System and any improvement or expansion of that system will provide benefits to the entire territory served by that system in that the entire territory will be benefited by the protection of public health, the protection of the quality of water sources, the improvement of water management through integrated use of all sources of water supply, including sewage treatment plant effluent, the improvement of general conditions for individual, residential, commercial and agricultural development and the reduction in costs for the Transmission, Treatment, and Disposal of Sewage by the pro rata sharing of all costs incurred by IEUA in the maintenance and operation of the Regional Sewerage System.

The acquisition, construction, improvement, and expansion of the Regional Sewerage System shall be financed with real property tax revenues, revenues from capital capacity fees, sewage service charges levied by the Board of Directors of IEUA, grants and other financial assistance which may be available from any federal, state, local or other source, Supplemental Capital Outlay Funds contributed by the SCAs.

B. Taxes, Sewage Service Standby or Availability Charges

The Board of Directors of IEUA may fix, levy, and collect sewage service standby or availability charges for the purpose of financing the acquisition, improvement, and expansion of the Regional Sewerage System.

C. Capital Capacity Reimbursement Account and Capital Capacity Reimbursement Payments

1. General

As a condition to sewage treatment service and for the purpose of providing Supplemental Capital Outlay Funds to IEUA, each SCA shall establish and maintain a Capital Capacity Reimbursement Account to which the SCA shall deposit or credit its Capital Capacity Reimbursement Payments. The amounts so deposited or credited by a SCA to its said account shall be used by the SCA only for the purpose of providing Supplemental Capital Outlay Funds to IEUA; provided that interest earned on such amounts shall not be so restricted and may be used by the SCA for any lawful purpose. The source of Capital Capacity Reimbursement Payments shall be at the discretion of each SCA.

2. Capital Capacity Reimbursement Payments

Each SCA shall have deposited or credited to its Capital Capacity Reimbursement Account a Capital Capacity Reimbursement Payment for each connection which has been or will be made to its Community Sewer System or for each change in use of an existing commercial or industrial connection in an amount determined as follows:

- a. The amount of the Capital Capacity Reimbursement Payment for each new connection to a SCA's Community Sewer System and for each change in use of any existing Commercial Unit or Industrial Unit which results in an increase in volume or strength of Sewage therefrom shall be determined by computing the number of Equivalent Dwelling Units therefor as provided in that document approved by Resolution of the Board of Directors and identified as "Exhibit J" and made a part hereof and applying the then current Capital Capacity Reimbursement Payment amount as established by the IEUA Board to each such EDU.

- b. Notwithstanding the preceding provisions, the amount which a SCA is required to have deposited in or credited to its Capital Capacity Reimbursement account for any such new connection or change of use shall be reduced by payments, if any, made by the SCA to IEUA for the new connection or change of use to support Supplemental Capital Outlay Payments, made at IEUA's request.
 - c. A Capital Capacity Reimbursement Payment shall be deposited or credited to a SCA's Capital Capacity Reimbursement Account for such a new connection or change of use at the time of the issuance of a building permit or a sewer connection permit, or for changes in the use of existing Commercial Units and Industrial Units, or the permits required therefor. Upon request by a SCA, IEUA will review, with support and consultation as needed from the Building Activity Report (BAR) Subcommittee, fee calculations and collections by any SCA for any errors, within 30 days from the receipt of the monthly building activity report, as further described herein, unless a more expedited review is requested by SCA. In the event a SCA fails to deposit Capital Capacity Reimbursement Payments into the SCA's Capital Capacity Reimbursement Account by the applicable deadlines, the SCA shall be required to make late payments in amounts which correspond to the adopted EDU rate in place at the time that said payments first became due and owing.
3. Capital Capacity Reimbursement Reports
- a. Each SCA shall report monthly to IEUA, at such time as IEUA shall designate, the balance of the funds in its Capital Capacity Reimbursement Account as of the last day of the preceding month. Such monthly reports shall be in writing and shall include the calculation sheets and also contain the number of building permits and sewer permits which were issued in the SCA's Service Area during the preceding month and estimated volume of Sewage flows for all residential, commercial, and industrial connections within the SCA's Service Area for the current month and the cumulative total thereof. Commercial and industrial sewer connection permits shall be listed by individual permit with the number of fixture units and expected volume and

strength of sewage for each permit. IEUA shall have 30 days from receipt of said reports to contact the applicable SCA with any questions or requests for clarification regarding the connection fee calculations reflected in said report.

- b. IEUA shall maintain a summary accounting of the Capital Capacity Reimbursement Account reserves of all SCAs and shall make written semiannual reports to the SCAs on or before 1) July 15 (with actuals up to March 31) and January 15, (with actuals up to September 30) of each fiscal year. The reports shall include: (i) the amounts of the Capital Capacity Reimbursement Account reserves of all SCAs as of the last day of March and September respectively, (ii) the amount of the Regional Wastewater Capital Improvement Fund reserves as of the last day of March and September respectively, (iii) a summary of all expenditures from said fund incurred up to March and September respectively for each Regional Sewerage System capital improvement project then in progress, (iv) an estimate of the amounts to be expended from said fund for each such project during the quarter then commencing or in progress (the “current quarter”), (v) the estimated amount of Supplemental Capital Outlay Funds, if any, which will be necessary for the SCAs to contribute to IEUA during the current quarter in order to provide a working capital balance in said fund which shall not exceed \$1,000,000 on the last day of the quarter next succeeding the current quarter, and (vi) the amount, if any, of the contribution of Supplemental Capital Outlay Funds for each SCA for the current quarter, determined as provided in subparts E and F of this Section.

D. Determination of Demand Deficits

At the time of the preparation of each Ten-Year Sewer Capital Forecast, pursuant to Section 10 hereof, IEUA shall determine each SCA's Demand Deficit, if any. The determination of Demand Deficits pursuant to this subpart is for the sole purpose of allocating shortages in Supplemental Capital Outlay Fund payments as provided in subpart F of this Section. Except as provided in said subpart F, such determinations shall not result in the creation of an obligation or indebtedness on the part of any SCA to IEUA or other SCAs.

E. Supplemental Capital Outlay Fund Payments

On July 15, and January 15, of any fiscal year IEUA may require payment by each SCA from its Capital Capacity Reimbursement Account of Supplemental Capital Outlay Funds for the planning, design and construction of Regional Sewerage System capital improvement projects in the amount, if any, set forth for the SCA in the semiannual report due from IEUA on such date. Upon receiving such a demand from IEUA, each SCA shall pay the amount demanded to IEUA within 45 days of receipt of such demand. The amount of each SCA's proportionate share of the total amount of Supplemental Capital Outlay Funds demanded by IEUA from all SCAs shall be determined based on the percentage which the amount of Supplemental Capital Outlay Funds demanded by IEUA from all SCAs is to the total amount of the current Capital Capacity Reimbursement Account reserves of all SCAs set forth in the semiannual report upon which the demand is based. The amount demanded by IEUA from each SCA on any such date shall be an amount determined by applying the percentage thus obtained to the balance of the reserves, not including interest, in the SCA's Capital Capacity Reimbursement Account set forth in the semiannual report upon which the demand is based. All amounts received by IEUA from the SCAs as Supplemental Capital Outlay Funds shall be deposited in or credited to the Regional Wastewater Capital Improvement Fund. All such amounts together with all interest earned thereon shall be available and utilized by IEUA solely for the purpose of financing the acquisition, improvement and expansion of the Regional Sewerage System.

F. Allocation of Supplemental Capital Outlay Fund Shortages

If at the time of any demand by for Supplemental Capital Outlay Funds, pursuant to subpart E of this Section, there are not sufficient funds deposited or credited to the Capital Capacity Reimbursement Accounts of all SCAs to pay the full amount of the demand, each SCA which has a Demand Deficit shall pay the full balance then deposited or credited to its Capital Capacity Reimbursement Account plus an amount determined based on the percentage which the amount of its Demand Deficit is of the total Demand Deficit for all SCAs. The amount to be paid by each such SCA shall be determined by multiplying the difference between, the Supplemental Capital Outlay Fund demand and the total amount of the Capital Capacity Reimbursement Account balances of all SCAs by the percentage thus determined.

G. Audit Process

The audit process for collection of connection fees by SCAs is intended to verify accuracy and uniformity in practices regionwide and to improve future performance. The audit and BAR review processes may result in IEUA and the SCAs working collaboratively to reconcile any discrepancies in connection fees from the Residential, or Commercial or Industrial Unit. SCAs may be audited by IEUA on an annual basis, as well as periodically through the Building Activity Reports Subcommittee as described below.

H. Building Activity Reports and Building Activity Reports Subcommittee

There shall be created a Building Activity Reports (“BAR”) Subcommittee comprised of a staff/employee representative from IEUA and also from of each SCA who elects to participate. The SCA representative may be changed by the applicable SCA at any time. IEUA will convene the BAR Subcommittee quarterly to complete a more extensive review of a percentage of applications for which connection fees have been calculated and collected. The percentage of applications to be reviewed will be determined by the BAR Subcommittee. The review by the BAR Subcommittee may include such reviews as, but not limited to, an in-depth look at the collection fee calculation methodology, approach for calculating connection fees for similar facilities (e.g. - facilities that have an embedded restaurant and other services), monthly sewer fee collections, for region wide consistency.

SECTION 10 - FORECASTING AND PLANNING

A. SCA Reports

1. Monthly Reports

On such date as IEUA may designate, each SCA shall submit to IEUA monthly reports of sewer building activity. Each such report shall contain the following information in a format which will allow tracking through the development process:

- a. The number of building permits issued during the month for structures which will contribute sewage to the Regional Sewerage System;
- b. Estimate volume of sewage and EDUs for such building permits;

- c. The tract number and number of lots for each tentative tract map approved during the month;
- d. The tract number and number of lots or dwelling units for each final tract map recorded during the month;
- e. The number of final inspections or certificates of occupancy issued during the month for structures which will contribute sewage to the Regional Sewerage System;
- f. The estimate volume of sewage and EDUs for all such structures.

B. IEUA Reports

1. Annual Forecast

IEUA shall work collaboratively with the individual SCAs to ensure they are using the most recent planning and other documents and incorporating agency knowledge about their service area into the Annual Forecast. On a biennial basis, prior to the first regularly scheduled Regional Technical Committee meeting of that calendar year, IEUA shall provide to the Regional Technical Committee and the Regional Policy Committee the Regional Annual Forecast from the Regional Wastewater Demand Forecast Model or other mutually agreed upon forecasting methodology.

2. Ten-Year Sewer Capital Forecast

On a biennial basis, by no later than the end of June, IEUA shall prepare and deliver to the Regional Technical Committee and the Regional Policy Committee a Ten-Year Sewer Capital Forecast which includes dates of commencement and completion of capital improvement projects necessary to enable the Regional Sewerage System to meet the forecasted Capacity Demands of all SCAs. Such forecasts, hereinafter referred to as the “Ten-Year Sewer Capital Forecast,” shall include:

- a. Projected dates for the commencement and completion of design and construction of capital improvement projects necessary to meet forecasted Capacity Demands;
- b. Estimates for each Regional Treatment Plant of the Capacity Demand of each SCA which received sewerage service the previous Fiscal Year;
- c. An estimate of the amount of available treatment capacity at the IEUA

Regional Treatment Plants;

- d. An estimate of the amount of treatment capacity to be added, if any;
- e. Projected annual expenditures for the design and construction of such projects;
- f. The Demand Deficit, if any, of each SCA;

C. Review by Regional Committees

1. Annual Forecast

To ensure accurate forecasting, upon receipt of the Regional Annual Forecast, the Regional Committees shall review the proposed Capacity Demands and provide input to IEUA within 30 days regarding anticipated development.

2. Ten-Year Sewer Capital Forecast

Upon receipt of the Ten-Year Sewer Capital Forecast, the Regional Committees will have 30 days to review and provide input and the Forecast will be placed on the agenda of both committees to provide recommendations to IEUA. IEUA shall consider the recommendations of the Regional Policy Committee.

D. Reclaimable Industrial Waste

Proposed new industrial connections to Community Sewer Systems which are expected to discharge more than 25,000 gallons per day of reclaimable industrial waste shall be approved based on the conditions set forth in the Ordinance No. 109 and any successors thereof. The determination of permit requirements and discharge limitations of the reclaimable industrial waste to be discharged into the Regional Sewerage System through an appropriate connection point in a SCA's Community Sewer System shall be made by IEUA through the regional pretreatment program, resolution of the Board of Directors of IEUA, and Ordinance No. 109 and any successors thereof.

SECTION 11 - RESERVED

SECTION 12 - EXTRA-TERRITORIAL SEWER SERVICE

12.1 SERVICE OUTSIDE THE BOUNDARIES OF IEUA SERVICE AREA

A. Upon the Effective Date of this Ordinance

Any SCA which, upon the effective date of this Ordinance was furnishing sewer service to any territory outside the boundaries of the IEUA Service Area, may continue to furnish such service and shall be entitled to the services and facilities of the Regional Sewerage System for that purpose. Each SCA providing sewer service to any such outside territory shall file a map or maps with the secretary of IEUA showing the boundaries of all such territory.

B. After the Effective Date of this Ordinance

Any SCA, after the effective date of this Ordinance, may furnish sewer service to additional territory outside the boundaries of the IEUA Service Area. Prior to furnishing such sewer service, the SCA shall file a written request with IEUA. IEUA may consider the question of authorizing sewer service to the additional territory, subject to the authorization of the Local Agency Formation Commission for San Bernardino County, and the IEUA Board of Directors shall by resolution authorize sewer service to all or any part of the additional territory by the applicant or applicants unless it determines that such service is not in the public interest. Annual Capital Outlay Charge for Territory Outside IEUA and the Service Area.

In addition to the payment of service charges, each SCA providing the services and facilities of the Regional Sewerage System to territory outside the IEUA Service Area shall be obligated to pay IEUA special capital outlay charges for such territory, as provided in subpart C or D of this Section or both such subparts, if both are applicable. Monies received by IEUA in payment of special capital outlay charges shall be deposited or credited to the Regional Wastewater Capital Improvement Fund and utilized, together with all interest earned thereon, solely for the purpose of financing the acquisition, improvement, and expansion of the Regional Sewerage System.

C. Annual Capital Outlay Charge

The SCA shall annually pay IEUA a special capital outlay charge in an amount equivalent to the amount of the property tax and other revenue which IEUA would have received during the fiscal year if such property were within the IEUA Service Area. Such charge shall be payable by the

ORDINANCE NO. 111

SCA during each fiscal year in the amounts and at the times specified by IEUA.

D. Extraordinary Capital Outlay Charge

If any SCA furnishes sewer service to any additional territory outside the IEUA Service Area after the effective date of this Ordinance, the SCA shall pay to IEUA an extraordinary capital outlay charge with respect to such territory. Such charge shall be in an amount equal to total of (i) all past capital outlay taxes which would have been imposed by IEUA prior to July 1, 1978 upon taxable property within such territory had it been subject to taxation by IEUA for capital outlay taxes, (ii) an amount equivalent to the total property tax revenue which would have been received by IEUA pursuant to Sections 96 through 99 of the Revenue and Taxation Code for all fiscal years subsequent to July 1, 1978, and (iii) and an amount equal to all other revenues which IEUA would have received, had such territory been within the IEUA Service Area. IEUA may authorize any extraordinary capital outlay charges to be paid in deferred installments plus interest over a period not exceeding 25 years from the commencement of sewer service to the extra-territorial territory.

SECTION 13 - DELIVERY POINTS: CONNECTION COSTS

Each SCA shall deliver sewage from its Community Sewer System into the Regional Sewerage System at such delivery points as may, from time to time, be requested by the SCA and approved by IEUA. The delivery point request may be made by the SCA or on behalf of a third party. In all delivery point requests, the SCA or third party shall pay applicable plan review and hydraulic/load modeling costs for the evaluation of the impact of the delivery point to the Regional Sewage System. The SCA or third party may also be required to submit a resolution confirming the authorization of annexation from the Local Agency Formation Commission for San Bernardino County or a resolution confirming an irrevocable annexation agreement to the SCA. Upon consideration of the information submitted, IEUA may authorize the new delivery point. All costs and expenses of making the connection between the Regional Sewerage System and the Community Sewer System of any SCA shall be borne by the SCA and/or third party.

SECTION 14 - DETERMINATION OF SEWAGE DELIVERIES: COSTS OF MEASURING EQUIPMENT

IEUA shall determine the amount of sewage delivered to the Regional Sewerage System by all SCAs and shall maintain accurate and complete records thereof. The amount of sewage delivered to the Regional Sewerage System by each SCA shall be determined by IEUA based on a standard daily measurement or contribution per Equivalent Dwelling Unit methodology established by IEUA from time to time.

If required by IEUA, a SCA shall install and maintain and operate at its expense, measuring devices and equipment for measuring the flow of sewage from the SCA's Community Sewer System into the Regional Sewerage System. Prior to installation, IEUA shall approve the design of such measuring devices and equipment and shall inspect and approve their installation. Such measuring devices and equipment shall be examined, tested and serviced regularly, but not less than once a year, by IEUA to ensure their accuracy. At any time IEUA or any SCA may inspect any such measuring device and equipment and all records and measurements taken therefrom.

The determination of sewage flow or contribution methodology per Equivalent Dwelling Unit contributed by each SCA shall be reviewed and updated if needed, or as requested by IEUA, but not less than every ten (10) years.

SECTION 15 - CONTROL, PRODUCTION, AND DISPOSITION OF RECYCLED WATER

IEUA holds exclusive right to Recycled Water generated by the treatment of Sewage through the Regional Sewerage System. The terms and conditions regulating the sale, delivery, and use of Recycled Water shall be governed by IEUA Ordinance No. 112 and subsequent iterations thereof.

SECTION 16 - RESERVED

SECTION 17 - SERVICE CHARGES FOR MAINTENANCE AND OPERATION OF THE REGIONAL SEWERAGE SYSTEM

All SCAs shall pay service charges for all sewage delivered to the Regional Sewerage System. Each SCA shall pay its pro rata share of all net audited costs incurred by IEUA in the maintenance and operations of the system. Net audited costs consist of:

A. Maintenance and Operation

Costs of maintenance and operation of all transmission and treatment facilities comprising the Regional Sewerage System; and

B. Other Costs

Any other costs reasonably related to the maintenance and operation of the system; and

C. Replacement and Unforeseen Costs

Based upon generally accepted engineering and accounting principles, reasonable reserves for the estimated costs and expenses of:

1. Replacement of any facilities where the costs and expenses of replacement are customarily considered a part of the costs and expenses of extraordinary maintenance which adds to the normal service life of facilities; and
2. Unforeseen contingencies; and
3. Actual costs and expenses incurred by IEUA for the Transmission, Treatment and Disposal of any byproduct resulting from the treatment of the Sewage delivered by a SCA.

D. Cost Of Service Study ("COSS")

IEUA may, from time to time, conduct a COSS which shall be conducted in accordance with procedures normally utilized in the public rate setting process and in accordance with applicable law.

E. Proposed Service Charge Rate Adjustment (“Adjustment”)

Prior to the imposition of a rate adjustment, IEUA shall conduct a rate workshop wherein SCAs may express comments and feedback on the matter for consideration by IEUA. Rate adjustments for each fiscal year shall be within the discretion of the IEUA Board of Directors and shall conform to the COSS and applicable law.

SECTION 18 - RESERVED

SECTION 19 - REGIONAL SEWERAGE SYSTEM BUDGETS

A. Fiscal Year Budgets

For each fiscal year, or on a biennial basis if utilized by IEUA, the IEUA Board of Directors shall cause to be prepared and shall adopt a budget, which includes the Regional Sewerage System budget.

B. Form and Content of Budgets

The budget shall contain a plan of financial operations for the Regional Sewerage System and shall contain an estimate of the requirements for expenditures, including provisions for any reserves, and the means of financing such requirements. The budget shall be itemized and shall show in reasonable detail the nature and purpose of each item of revenue and expense and the actual or estimated amount thereof. The budget shall include a plan of financial operations for the capital costs of the acquisition and construction of the Regional Sewerage System, and a plan of financial operation for the maintenance and operation of the system, prepared as follows:

1. Capital Improvement Fund Budget. The costs of the acquisition and construction of the Regional Sewerage System shall show:
 - a. The various items and amounts of capital costs and the total thereof;
 - b. The total amount in the Regional Wastewater Capital Improvement Fund and the available and unencumbered balance of such fund as of the commencement of the fiscal year and an estimate of the amount therein and the unencumbered balance thereof as of the end of the fiscal year;
 - c. The amounts, if any, of IEUA revenues from sources other than property taxes

- which are or will be available for payment of capital costs and the total thereof;
- d. The estimated amount of property taxes to be received during the fiscal year;
 - e. The projected amount of Supplemental Capital Outlay Fund contributions required from each SCA during the fiscal year and the total thereof.
2. Maintenance and Operations Fund Budget The part covering the maintenance and operation of the Regional Sewerage System shall show:
- a. The various items and amounts of maintenance and operation expenses, including replacement and rehabilitation, and the total thereof;
 - b. The total amount in any reserves theretofore established, and the available and unencumbered balance in such reserves as of the commencement and end of the fiscal year;
 - c. The amount of service charges payable by each SCA and the total paid or payable by all SCAs;
 - d. The amounts, if any, of revenue from sources other than services charges which will be available for payment of maintenance and operation expenses and the total thereof;
 - e. The total amount required to be raised from service charges for payment of maintenance and operations expenses;
 - f. The rate of the service charge for the fiscal year(s);
 - g. The amount of any surplus of service charges received by IEUA during the fiscal year preceding the fiscal year in progress in excess of the cost of maintenance and operation of the Regional Sewerage System for that year which was transferred to the Regional Sewerage System Operation and Maintenance Fund reserve for replacement of Regional Sewerage System facilities for such preceding fiscal year, or the amount, if any, of any shortage in the amount of service charges received by IEUA during such preceding fiscal year less than the cost of maintenance and operation of the Regional Sewerage System for that year which was transferred from said reserve during the year then in progress for such preceding fiscal year;

C. Preparation and Approval of Proposed Budgets

Not later than April 1 of each budgeting year, the IEUA Board of Directors shall direct its General Manager, or such other person or persons as the Board may designate, to prepare and submit to the Board a proposed budget for the next fiscal year(s). Said budget and the rate of service charge for the next fiscal year will be considered and adopted by IEUA no later than June 30 of each fiscal year. If the Board of Directors fails to adopt a budget by June 30 then, until such time as the Board shall adopt such budget, the budget last adopted shall constitute the budget for such fiscal year.

D. Adoption of Separate Budgets

Notwithstanding the preceding provisions of this section, the Board of Directors of IEUA may elect for any fiscal year to separately prepare and adopt a Capital Improvement Fund Budget and a Maintenance and Operation Fund Budget. If said Board elects to so proceed, each such separate budget shall be prepared in accordance with the provisions of this section which are applicable thereto. Both said budgets shall be processed and adopted in accordance with the procedures and pursuant to the time schedule set forth in this section.

SECTION 20 - BILLING AND PAYMENT OF SERVICE CHARGES

A. Monthly Billing Statements of Service Charges

Not later than 20 days after the end of each month, each SCA shall provide to IEUA a report with the number of billable Equivalent Dwelling Units billable to each SCA. IEUA shall provide a billing statement of service charges to each SCA, setting forth the number of billable Equivalent Dwelling Units during such month for the service charge rate applicable thereto and the total service charge due and payable to IEUA for said month. Monthly service charges shall be based on the service charge rate adopted by the IEUA Board.

B. Payment of Statements; Interest on Overdue Payments

Each SCA shall pay the amount of the service charge set forth in any statement on or prior to its due date, namely, the thirtieth day following the date of the delivery of such statement. In the event that a SCA is delinquent in payment of bills for service charges, a penalty of ten (10) percent of the original unpaid invoice amount shall be added to any fee or charge that becomes delinquent.

Interest at the maximum rate provided by California Government Code Section 926.10 as may be amended from time to time, shall accrue on the total of all delinquent fees or charges.

Additional charges provided herein for delinquent payments may be waived by the Board of Directors upon written request by the IEUA Customer upon a finding that the delinquency was caused by excusable neglect or circumstances beyond the control of the SCA, provided that the delinquent SCA reimburses IEUA for all costs and penalties actually incurred by IEUA as a result of the delinquent payment.

Interest paid upon any delinquent amount shall be credited to the Regional Sewerage System Maintenance and Operation Fund unless, by reason of such delinquency, IEUA shall have advanced the amount of the delinquency from other sources, in which case, the interest shall be credited to such fund as the IEUA Board of Directors may designate. A SCA shall not be entitled to withhold payment, in whole or in part, of the amount of any statement for service charges pending action pursuant to part C of this Section 20.

C. Adjustment for Overpayment or Underpayment

Upon disagreement between any SCA and IEUA over the amount of service charges or the discovery of an error in computation of service charges for a SCA, which is not resolved within 30 days of communication, IEUA shall request a recommendation from the Regional Technical committee. The IEUA Board of Directors shall consider the recommendation by the Regional Technical Committee and make its determination on service charge adjustments, due dates and any interest due, and shall provide for the appropriate credit to or debit of any affected SCA's service charge account.

D. Deposit of Payments in Maintenance and Operation Fund

All monies received by IEUA in payment of service charges shall be deposited in and credited to a separate fund or account in the treasury of IEUA, to be known as the "Regional Sewerage System Maintenance and Operation Fund." All monies in said fund and interest earned thereon shall be used and expended only for payment of maintenance and operation expenses paid or incurred by IEUA under the provisions, of this contract.

SECTION 21 - RESERVED

SECTION 22 - RESERVED

SECTION 23 - RESERVED

SECTION 24 - REGIONAL POLICY COMMITTEE

There shall be a Regional Policy Committee to advise IEUA of the needs and views of the SCAs concerning IEUA's policies and activities in the financing, acquisition, construction, maintenance and operation of the Regional Sewerage System, to make reports and recommendations with respect thereto, and to inform the SCAs concerning such policies and activities. Committee membership shall be voluntary.

Each participating SCA shall appoint one regular member and one alternate member to the Regional Policy Committee. Such members shall be members of the SCA's governing body. The regular and alternate members so appointed shall serve at the pleasure of the appointing agency. Each participating SCA shall give the secretary of IEUA immediate notice of all appointments and removals made by it, and of the name and contact information of each appointee. IEUA shall appoint one regular member and one or more alternates to the Regional Policy Committee. The members so appointed shall be members of the IEUA Board of Directors of IEUA and shall serve at the pleasure of IEUA. The IEUA member shall be entitled to participate at all regular and special meetings of the committee.

The Regional Policy Committee shall be chaired by a regular member of the Regional Policy Committee and shall rotate among its regular members on a biennial basis through all the SCAs. A Vice Chair shall also be designated to act in the Chair's absence. The Vice Chair shall be selected by a majority vote of the regular members. A quorum made up of a majority of members shall be required to conduct business.

Each regular member of the Regional Policy Committee or the SCA's alternates, shall have one vote. A majority of members voting shall be required to carry any matter before the committee.

The Regional Policy Committee shall hold a regular meeting quarterly or as needed in the determination of IEUA. The Regional Policy Committee may adopt such procedures and rules as it deems advisable concerning its officers, meetings and the manner and method of making its reviews, reports and recommendations on any matter affecting the acquisition, construction, maintenance and operation of the Regional Sewerage System.

IEUA shall, if requested by the Regional Policy Committee, provide the Regional Policy Committee with a meeting place and with the services, advice, and assistance of members of its staff. All records, reports, and other information of IEUA pertaining to the financing, acquisition, construction, maintenance and operation of the Regional Sewerage System shall be available for inspection by members of the Regional Policy Committee. IEUA agrees to maintain and make available to the Regional Policy Committee accurate records of all of its costs, disbursements, and receipts with respect to activities under this Ordinance.

SECTION 25 - REGIONAL TECHNICAL COMMITTEE

There shall be a Regional Technical Committee to advise the Regional Policy Committee on technical matters related to the Regional Sewerage System. Participation shall be voluntary. The members and alternate members of the Regional Technical Committee shall be appointed by their respective SCAs and IEUA shall be entitled to appoint one member and alternate members with the same right of participation as other members. The committee shall hold regular meetings quarterly or as needed in the determination of IEUA. Appointments and the number of alternates shall be determined in the sole discretion of each SCA and IEUA as applicable.

The committee may, and upon request by the Regional Policy Committee or IEUA shall, review and make recommendations concerning any of the following technical matters: the acquisition, design, construction, maintenance, operation, or financing of sewer facilities, sewage treatment, reclamation, or disposal facilities, sewage and effluent measuring devices and equipment, Community Sewer Systems and the Regional Sewerage System; sewer user charges; service charges; quality standards for sewage and any effluent; and any other technical matter related to any of the foregoing.

SECTION 26 - ADMINISTRATIVE ENFORCEMENT REMEDIES

A. Notice of Violation/Order for Corrective Action

IEUA will serve any SCA found to be violating any provision of this Ordinance, or any applicable Federal, State, District or local statutes, regulations, guidelines, ordinances, or other requirements with a written notice of non-compliance. The notice of non-compliance will state the nature of the violation and provide a reasonable time limit, as determined by IEUA, for the satisfactory correction thereof. IEUA may require the submittal of a plan to satisfactorily correct the violation or require any other action which, IEUA determines is appropriate to correct the violation. The SCA served with the notice of violation shall, within the period of time stated in such notice, cease all violations. This provision is in addition to, and not by way of derogation of, any other remedies or procedures available to IEUA by law, regulation, or pursuant to any of the provisions of this Ordinance. This notice of violation procedure shall be in addition to any other remedies available to IEUA under Section 71000 et. seq. of the Water Code of the State of California.

B. Right to Inspect Documents and Property

IEUA retains the right, upon reasonable notice, to audit all public records and accounts of any SCA, to ensure ongoing compliance and enforcement of this ordinance. Additionally, pursuant to California Water Code §71601, IEUA may enter upon the private property of any person to investigate possible violations of this ordinance, including, but not limited to the verification of meter connections previously issued by IEUA to verify that no unauthorized or non-permitted meter change has occurred.

C. Penalty for Violation

A SCA not in compliance with any portion of this Ordinance will be notified of the IEUA's intention of enforcement, with an explanation of the violation or infraction committed. A SCA notified shall have thirty (30) calendar days to respond before any action will be taken by the IEUA. However, no such notice to afford an opportunity to comply need be given in those instances in which the non-compliance may cause conditions dangerous and detrimental to public health, safety and welfare, or are in violation of State law or applicable section of the California Penal Code. These violations include, but are not limited to trespass, assault, water theft, cross connection, and water system damage.

SECTION 27 - JUDICIAL ENFORCEMENT REMEDIES

A. Remedies Nonexclusive

The remedies provided for in this Ordinance are not exclusive. The General Manager may take any, all, or any combination of these actions against a non-compliant user. Enforcement of pretreatment violations will generally be in accordance with IEUA's enforcement response plan. However, the General Manager may take other action against any user when the circumstances warrant. Further, the General Manager is empowered to take more than one enforcement action against any non-compliant user.

SECTION 28 - EFFECTIVE DATE

Upon the effective date of this Ordinance No. 111, the Ordinance shall be in full force and effect immediately following its passage, approval, and publication, as provided by law. This Ordinance shall take effect on January 3, 2023.

ADOPTED, this 21st day of December, 2022.

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

ATTEST:

Marco Tule
Secretary of the Inland Empire Utilities
Agency* and the Board of Directors thereof

*A Municipal Water District

STATE OF CALIFORNIA)
)SS
COUNTY OF SAN BERNARDINO)

I, Marco Tule, Secretary/Treasurer of the Inland Empire Utilities Agency*, DO HEREBY CERTIFY that the foregoing Ordinance being No. 111, was adopted at a regular meeting on December 21, 2022, of said Agency by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Marco Tule
Secretary/Treasurer

(SEAL)

PUBLIC HEARING

1C

Date: December 21, 2022

To: The Honorable Board of Directors

SSD
From: Shivaji Deshmukh, General Manager

Committee:

Staff Contact: Shivaji Deshmukh, General Manager

Subject: Public Hearing and Adoption of Ordinance No. 112 - Recycled Water

Executive Summary:

The proposed Recycled Water Ordinance No. 112 updates the existing recycled water Ordinances Nos. 63, 69, and 75, adopted between 1998-2002 to govern and incentivize recycled water use, by revising definitions, legislative and regulatory references, operational expectations, as well as how the Agency establishes recycled water rates and conducts recycled water invoicing.

The most notable addition to this proposed Ordinance is the re-establishment of the same rights to purchase recycled water currently available to the Regional Contracting Agencies (henceforth known as Sewage Collection Agencies) through their contractual right of first purchase to treated effluent, which will expire with the Regional Sewerage Service Contract on January 2, 2023. This proposed addition also reaffirms IEUA's ability to utilize recycled water for meeting the Santa Ana River Base Flow Obligation, as defined under the Prado Settlement in the 1969 Orange County Judgment. IEUA will continue this practice, as necessary to meet the Base Flow Obligation, but does not assert recycled water as the only water source available to meet this obligation. IEUA will continue to pursue its goal of maximizing the availability of local resources and supplies.

Staff's Recommendation:

1. Hold a Public Hearing to receive public comments prior to adoption of Ordinance No. 112, establishing the availability and regulating the permitted use of recycled water from the IEUA Regional Recycled Water Distribution System; and
2. After closing the public hearing, adopt Ordinance No. 112.

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

Account/Project Name:

N/A

Fiscal Impact (explain if not budgeted):

None

Prior Board Action:

On February 18, 1998, the Board of Directors adopted Recycled Water Ordinance No. 63

On May 18, 2000, the Board of Directors adopted Recycled Water Ordinance No. 69

On May 15, 2002, the Board of Directors adopted Recycled Water Ordinance No. 75

Environmental Determination:

Not Applicable

Business Goal:

The adoption of Ordinance No. 112 is consistent with IEUA's Business Goals of Water Reliability, by maximizing the use of recycled water for enhancing regional water reliability, and Environmental Stewardship, by complying with all federal, state, local, and environmental laws and regulations.

Attachments:

Attachment 1 - Recycled Water Ordinance No. 112 Public Hearing presentation

Attachment 2 - Ordinance No. 112

Public Hearing and Adoption of Ordinance No. 112 - Recycled Water

Eddie Lin

Senior Engineer

December 21, 2022

Existing Recycled Water Ordinances and Objectives of Proposed Ordinance No. 112

- Ordinance Nos. 63, 69, and 75 were adopted between 1998-2002
 - Governed the availability and use of recycled water
 - Incentivized recycled water connections and use
- Proposed Ordinance No. 112 succeeds existing ordinances and includes:
 - Updates to definitions
 - Revisions to legislative and regulatory references
 - Rate establishment and invoicing procedures modernized to reflect current practice
 - Adds operational expectations of IEUA and retailers
 - Re-establishes rights to purchase recycle water for Regional Contracting Agencies
 - Contracting Agencies renamed as Sewage Collection Agencies (per Ordinance No. 111)
 - Reasserts IEUA's ability to utilize recycled water for meeting Base Flow Obligation

Re-Establishing Right to Purchase Recycled Water and Addressing the Base Flow Obligation

- Contractual right of first purchase exists in Regional Sewerage Service Contract
 - Regional Contract expires on January 2, 2023
 - Language has been a matter of concern during Regional Contract negotiations
- Proposal preserves the same rights and maintains same key terms
 - Right of first purchase to recycled water
 - Base supply subject to right of first purchase
 - Base entitlement to a portion of total base supply
- Santa Ana River Base Flow Obligation directly addressed
 - IEUA has utilized treated effluent/recycled water to meet obligation for 50+ years
 - Proposal reaffirms IEUA's ability to prioritize use for meeting obligation
 - Recycled water not the only water supply available

Staff's Recommendation

1. Hold a Public Hearing to receive public comments prior to adoption of Ordinance No. 112, establishing the availability and regulating the permitted use of recycled water from the IEUA Regional Recycled Water Distribution System; and
2. After closing the public hearing, adopt Ordinance No. 112.

*The adoption of Ordinance No. 112 is consistent with **IEUA's Business Goals of Water Reliability**, by maximizing the use of recycled water for enhancing regional water reliability, and **Environmental Stewardship**, by complying with all federal, state, local, and environmental laws and regulations.*

REGIONAL RECYCLED WATER SERVICE ORDINANCE

ORDINANCE NO. 112

AN ORDINANCE OF THE BOARD OF DIRECTORS OF INLAND EMPIRE UTILITIES AGENCY, A MUNICIPAL WATER DISTRICT, ESTABLISHING THE AVAILABILITY AND REGULATING THE PERMITTED USE OF RECYCLED WATER FROM THE REGIONAL RECYCLED WATER DISTRIBUTION SYSTEM IN THE INLAND EMPIRE UTILITIES AGENCY, SAN BERNARDINO COUNTY, STATE OF CALIFORNIA.

WHEREAS, The California State Legislature has adopted the Recycled Water Act of 1991 (Water Code 13750 et seq.) and the Recycled Water Law (Water Code 13500 et seq.) with the intent of promoting the implementation of recycled water projects throughout the State of California;

WHEREAS, The Recycled Water Act of 1991 has been amended from time to time to strengthen the level of cooperation and coordination among and between the recycled water producers, the recycled water retailers, and the recycled water customers within the State of California;

WHEREAS, The Regional Sewage Service Contract, (Section 15, paragraph B) provided each Regional Contracting Agency with the right of first purchase, for that volume of treated effluent, up to the quantity of its base entitlement, that is tributary to the Regional Wastewater Treatment System from its service area;

WHEREAS, The Regional Sewage Service Contract will expire on January 2, 2023, and despite several years of negotiations a new agreement could not be reached. Inland Empire Utilities Agency (IEUA) wishes to re-establish the right of first purchase of recycled water for Sewage Collection Agencies (previously known as Regional Contracting Agencies) on an interim basis until such time as a new contract has been reached;

WHEREAS, IEUA has maintained its National Pollutant Discharge Elimination System Permit (a Master Recycling Permit, pursuant to Water Code Section 13523.1) and continues to own and operate the Regional Water Recycling Facilities which produces high-quality recycled water for distribution to its Sewage Collection Agencies, and others;

WHEREAS, IEUA has developed a Regional Recycled Water Distribution System for the delivery of recycled water to its Sewage Collection Agencies, Retail Water Agencies, and other Customers within the IEUA service area;

WHEREAS, Regulations pertaining to Recycled Water continue to evolve and further change affecting the available uses of recycled water is likely and unpredictable over the long term;

WHEREAS, IEUA intends for Recycled Water to be put to beneficial use locally within the IEUA service area and the Chino Basin to the greatest extent practicable and allowed.

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

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PART I - ADMINISTRATION

SECTION 1 - AUTHORIZATION

This Ordinance is enacted pursuant to the authority contained in the Municipal Water District Law of 1911; California Water Code, Section §71000 et seq., as amended; the Recycled Water Law, California Water Code 13500 et seq., and the Recycled Water Act of 1991, California Water Code, Section §13575 et seq.; as these documents now exist and as they may be amended from time to time.

SECTION 2 - PURPOSE AND OBJECTIVES

The purpose of this Ordinance is to promote the conservation of all water resources and to provide for the maximum public benefit from the use of recycled water supplies made available from the regional water recycling facilities owned and operated by IEUA, and to provide a right of first purchase of recycled water to SCAs. The use of recycled water will be encouraged and provided for uses including, but not limited to: landscape irrigation, commercial and/or industrial process, construction, groundwater recharge, wildlife habitat, recreational impoundment, agriculture, and any additional uses permitted under Title 22, Division 4, Chapter 3, Water Recycling Criteria, Section 60301.050 et seq., of the California Code of Regulations.

SECTION 3 - INTENT

The Ordinance is intended to incorporate retail utility specific requirements as approved and adopted by the SCAs, water districts, and other local agencies.

This Ordinance shall also provide for the establishment of certain rules, requirements, and responsibilities, under which, recycled water service is provided and shall supplement local municipal requirements and standards.

SECTION 4 - EXTENSION OF MASTER RECLAMATION PERMIT AUTHORITY

Section 13523.1 of the California Water Code states that a recycled water supplier or distributor may be issued either waste discharge requirements or a master recycling permit. IEUA is a supplier of recycled water as a result of the operation of IEUA's regional water recycling facilities. The IEUA National Pollutant Discharge Elimination System (NPDES) permit also serves as a master recycling permit. The SCAs and Retail Water Agencies, as retail distributors of the recycled water, shall be granted the privileges and responsibilities of the master recycling permittee. Accordingly, permittee shall be responsible for compliance with the terms and condition of the IEUA NPDES permit and shall indemnify and hold IEUA harmless for any fines, penalties and/or assessments arising from a violation of said permit by permittee.

SECTION 5 - RECYCLED WATER SERVICE AREA

This Ordinance shall pertain to the implementation and the on-going operation of the Regional Recycled Water Distribution System within the legal boundaries of IEUA's service area, unless otherwise stated. With the expressed approval of the Board of Directors, recycled water service shall also be extended to lands, uses, and/or improvements lying outside the legal boundaries of IEUA's service area, subject to the rights of first purchase described in this Ordinance.

SECTION 6 - DUTY TO COMPLY

All Customers shall comply with all conditions of this Ordinance. Any Customer that is not in compliance with any provision of this Ordinance constitutes a violation of this Ordinance and is grounds for enforcement action as provided for in Part II of this Ordinance.

SECTION 7 - SEVERABILITY

If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason found to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the remaining portion of this Ordinance. The IEUA Board of Directors declares that it would have approved this Ordinance by section, subsection, sentence, clause, or phrase irrespective of the fact that any one or more of the sections, subsections, sentences, clauses, or phrases be declared invalid or unconstitutional.

SECTION 8 - RIGHT OF REVISION

IEUA reserves the right to amend this Ordinance, as it deems appropriate.

SECTION 9 - ADMINISTRATOR

Except as otherwise provided herein, the General Manager shall administer, implement, and enforce the provision of this Ordinance. The General Manager may, at his discretion, delegate any or all of these powers and duties.

SECTION 10 - DEFINITION OF TERMS

- (A) **APPLICANT:** any person, firm, corporation, association, or agency that applies for recycled water service as provided in accordance with this Ordinance.
- (B) **AUTHORIZED REPRESENTATIVE:** a person, group, firm, partnership, corporation, association, or agency that, pursuant to written permission, from the owner of a property, has the responsibility for establishing recycled water service for a given property.
- (C) **BOARD OF DIRECTORS:** the Board of Directors of the Inland Empire Utilities Agency.

- (D) CALENDAR YEAR: the time period which commences January 1 of each calendar year and ends December 31 of the calendar year.
- (E) CHINO BASIN: means that area underlain by the Chino and Cucamonga groundwater basins and that portion of the Claremont Heights groundwater basin within San Bernardino County which groundwater basins are described in Bulletin No. 53 of the California Division of Water Resources, dated March 1947, and entitled “South Coastal Basin Investigation - Overdraft on Groundwater Basins.”
- (F) CUSTOMER: any purchaser of recycled water from IEUA.
- (G) DELIVERY POINT: the location whereby the Retail Water Agency measures usage and delivers recycled water to a Recycled Water User.
- (H) DIRECT RECYCLED WATER USER: any person, group, firm, partnership, corporation, association, or agency that, pursuant to an approved Recycled Water Use Permit, directly purchases recycled water from the IEUA Regional Recycled Water Distribution System. The rights of any Direct Recycled Water User shall be subject to the SCA’s rights of first purchase.
- (I) FISCAL YEAR: the time period which commences July 1 of each calendar year and ends June 30 of the following calendar year.
- (J) GENERAL MANAGER: shall mean the General Manager, or a duly Authorized Representative, of IEUA.
- (K) IEUA: the Inland Empire Utilities Agency, a municipal water district.
- (L) INDIRECT RECYCLED WATER USER: any person, group, firm, partnership, corporation, association, or agency that, pursuant to an approved Recycled Water Use Permit, purchases recycled water from the IEUA Regional Recycled Water Distribution System through a Retail Water Agency.
- (M) LOCAL RECYCLED WATER DISTRIBUTION SYSTEM: a recycled water distribution system which is owned and/or operated by a Retail Water Agency; the local recycled water distribution system is generally an approved extension of the Regional Recycled Water Distribution System.
- (N) NPDES PERMIT: National Pollutant Discharge Elimination System Permit issued to regulate the operation of a wastewater treatment plant/water recycling facility, the quality of recycled water produced, and to provide a master recycling permit.
- (O) ORANGE COUNTY JUDGMENT: means the judgment entered in the action entitled Orange County Water District v. City of Chino, et al. (Case No. 117628, Superior Court, County of Orange).

- (P) OWNER: the owner of a property that is anticipated to receive or is currently receiving recycled water service.
- (Q) PERSON: shall mean any individual or entity including but not limited to any person, firm, company, or corporation, partnership, association, any public corporation, political subdivision, city, county, district, the State of California, the United States of America or any department or agency thereof. The singular in each case shall include the plural.
- (R) POINT OF CONNECTION: the point where the Local Recycled Water Distribution system connects to the Regional Recycled Water Distribution System.
- (S) RECYCLED WATER: as defined in Title 22, Division 4, Chapter 3, Water Recycling Criteria, Section 60301.050 et seq., of the California Code of Regulations; water which is available as a result of the treatment of wastewater. Also as described in subdivision (n) of Section 13050 of the Water Code of the State of California, treated wastewater that is suitable for direct beneficial use or a controlled use that would not otherwise occur.
- (T) RECYCLED WATER PRODUCER: any local entity that produces recycled water.
- (U) RECYCLED WATER RATE: any rates or fees used to recover the cost of providing Recycled Water services that will be set by resolution of the IEUA Board of Directors.
- (V) RECYCLED WATER USE PERMIT: a document evidencing that an application for connection to the Regional Recycled Water Distribution System has been prepared by a Retail Water Agency and examined by IEUA staff.
- (W) RECYCLED WATER WHOLESALER: any person or entity that distributes recycled water to a Retail Water Agency and which has constructed, or is constructing, a wholesale recycled water distribution system.
- (X) REGIONAL RECYCLED WATER DISTRIBUTION SYSTEM: the equipment, structures, pipelines, controls, and other facilities used for preparation, pumping, transmission, storage, and distribution of recycled water, owned and operated by IEUA.
- (Y) REGIONAL SEWERAGE SYSTEM: all facilities owned, controlled, or operated by IEUA and any interest or capacity rights of IEUA in facilities owned, controlled, or operated by others, for the purpose of transmitting, treating and/or disposing of Sewage, including interceptor sewers, sewage treatment and disposal plants, facilities for the Disposal of Effluent and solid waste residuals and any facilities appurtenant to the foregoing. The Regional Sewerage System does not include the recycled water system which is owned, operated, managed, and maintained by IEUA for the purpose of providing for the distribution of Recycled Water for beneficial reuse, or to meet the requirements of SCAs exercising the right of first purchase of recycled water. The Regional Sewerage System shall include all other disposal facilities which are required to meet the requirements of the National Pollutant Discharge Elimination System Permit or permits or Waste Discharge Requirements issued to IEUA by the Regional Water Quality Control Board, Santa Ana Region, for the operation of the Regional Treatment Plants.

- (Z) REGIONAL TREATMENT PLANT: a sewage and wastewater treatment plant operated by IEUA as part of the Regional Sewerage System.
- (AA) RESOLUTION: a legal document set by the Board of Directors in the form of a Resolution to establish rates, fees, or other terms.
- (BB) RETAIL WATER AGENCY: any local entity, a public agency, SCA or a private water company that delivers recycled water to Customers requesting recycled water service at properties within its service area.
- (CC) SANTA ANA RIVER (SAR) BASE FLOW OBLIGATION: established under the Orange County Judgment and defined under the Prado Settlement, Stipulations Re Dismissal of Certain Defendants and Allocation Agreement (collectively “Settlement Agreement”) which defines the shared responsibility for a Base Flow obligation at Prado between IEUA and Western Municipal Water District. IEUA implements the Chino Basin portion of the Settlement Agreement which is commonly referred to as the Santa Ana River (“SAR”) Base Flow obligation at Prado.
- (DD) SERVICE: the delivery of recycled water.
- (EE) SERVICE CONNECTION: the IEUA facilities or the Retail Water Agency's facilities, including but not limited to, a service valve, a meter box, a meter, and piping; between the Regional Recycled Water Distribution System and the Customer's on-site facilities, or between the Retail Water Agency's facilities and the Customers on-site facilities.
- (FF) SEWAGE COLLECTION AGENCY (SCA): means any county, city, or special district, other than IEUA, which is located in whole or in part within the IEUA service area and which is authorized to own, control, and operate a Community Sewer System that discharges into the IEUA Regional Sewerage System. Currently the SCAs are: City of Chino, City of Chino Hills, Cucamonga Valley Water District, City of Fontana, City of Montclair, City of Ontario, and City of Upland.
- (GG) SWRCB: California State Water Resources Control Board.
- (HH) WHOLESALE OF RECYCLED WATER: the transfer/sale of recycled water, from IEUA to a SCA or Retail Water Agency.

PART II - ENFORCEMENT

SECTION 11 - GENERAL

The enforcement provisions provided in Part II shall be applicable to both the Direct or Indirect Recycled Water User. In the case of an Indirect Recycled Water User, IEUA shall exercise the enforcement provisions of this Ordinance when IEUA determines that the Retail Water Agency is not providing effective permitting, regulation or enforcement of the provisions of this Ordinance, or any applicable Federal, State, District or local statutes for the distribution, delivery and use of recycled water by an Indirect Recycled Water User.

SECTION 12 - PROTECTION FROM DAMAGE

No Person, organization, or Customer shall maliciously, willfully, or negligently break, damage, destroy, impair the usefulness, uncover, deface, or tamper with any structure, appurtenance, or equipment which is a part of IEUA's Regional Recycled Water Distribution System. Similarly, no Person shall maliciously, willfully, or negligently break, damage, destroy, impair the usefulness, uncover, deface, or tamper with any structure, appurtenance, or equipment which is a part of either on-site facilities or off-site facilities that could prevent the full function of the Regional Recycled Water Distribution System.

SECTION 13 - NOTIFICATION OF VIOLATION

IEUA will serve any Direct or Indirect Recycled Water User found to be violating any provision of this Ordinance, or any applicable Federal, State, District or local statutes, regulations, guidelines, ordinances, or other requirements with a written notice of non-compliance. The notice of non-compliance will state the nature of the violation and provide a reasonable time limit, as determined by IEUA, for the satisfactory correction thereof. IEUA may require the submittal of a plan to satisfactorily correct the violation or require any other action which, IEUA determines is appropriate to correct the violation. The Direct or Indirect Recycled Water User served with the notice of violation shall, within the period of time stated in such notice, cease all violations. This provision is in addition to, and not by way of derogation of, any other remedies or procedures available to IEUA by law, regulation, or pursuant to any of the provisions of this Ordinance. This notice of violation procedure shall be in addition to any other remedies available to IEUA under Section 71000 et seq. of the Water Code of the State of California.

SECTION 14 - RIGHT TO INSPECT DOCUMENTS AND PROPERTY

IEUA retains the right, upon reasonable notice, to audit all public records and accounts of any Customer, to ensure ongoing compliance and enforcement of this Ordinance. Additionally, pursuant to California Water Code §71601, IEUA may enter upon the private property of any Person to investigate possible violations of this Ordinance, including, but not limited to the verification of meter connections previously issued by IEUA to verify that no unauthorized or non-permitted meter change has occurred.

SECTION 15 - PENALTY FOR VIOLATION

Enforcement and penalties for violation shall be as authorized in California Water Code 71601. A Customer not in compliance with any portion of this Ordinance will be notified of the IEUA's intention of enforcement, with an explanation of the violation or infraction committed. A Customer notified shall have thirty (30) calendar days to respond before any action will be taken by the IEUA. However, no such notice to afford an opportunity to comply need be given in those instances in which the non-compliance may cause conditions dangerous and detrimental to public health, safety and welfare, or are in violation of State law or applicable section of the California Penal Code. These violations include, but are not limited to trespass, assault, water theft, cross connection, and recycled water system damage.

SECTION 16 - EMERGENCY ACTION

- (A) If the General Manager determines that a violation constitutes a serious threat, of an immediate or emergency nature, to the health and welfare of the community or to the environment or may cause IEUA to violate any State or Federal law, regulation or Recycled Water Use Permit requirement, the General Manager may order an immediate cessation of the use of recycled water and suspend the Direct or Indirect Recycled Water User's permission to use recycled water. If the Direct or Indirect Recycled Water User does not cease using recycled water at once, the General Manager may disconnect the Direct or Indirect Recycled Water User from the Local Recycled Water Distribution System or Regional Recycled Water Distribution System. In the case where IEUA is wholesaling the recycled water to a Retail Water Agency, IEUA shall contact the Retail Water Agency before physical disconnection.
- (B) As soon as reasonably practicable following the issuance of a cessation order and/or suspension order, but in no event more than seven (7) days following the issuance of such order, the General Manager shall hold a hearing to provide the Direct or Indirect Recycled Water User an opportunity to present information in opposition to the issuance of the cessation or suspension order. The hearing shall be conducted in accordance with procedures established by the General Manager. The General Manager shall issue a written decision and order within seven (7) days following the hearing, which decision shall be sent by certified mail to the Direct or Indirect Recycled Water User's business address. Any cessation or suspension order included within the General Manager's written statement shall be deemed final upon delivery to the Direct or Indirect Recycled Water User.

PART III - RECYCLED WATER SERVICE

Part III establishes the process for the application for recycled water service. An applicant, at IEUA's discretion, may be connected directly to the Regional Recycled Water Distribution System, or may be connected indirectly to the Regional Recycled Water Distribution System via laterals that may be owned and operated by Retail Water Agencies within the IEUA service area. Records for each connection, direct or indirect, shall be consistent for all applicants.

SECTION 17 - GENERAL

IEUA may provide Recycled Water Service for applicants whose property falls outside of a Retail Water Agency's service area subject to the SCAs' rights of first purchase described in this Ordinance. If the applicant's property falls within a Retail Water Agency's service area the applicant shall enter into a contract with the Retail Water Agency to apply for Recycled Water Service. Depending on the location of a given property, the lowest cost Recycled Water Service could be provided through a direct connection to the Regional Recycled Water System within the Retail Water Agency's service area or through a connection to the Retail Water Agency's local distribution system. To execute such a connection the Applicant and the Retail Water Agency shall enter a Recycled Water Service Agreement with IEUA for Recycled Water Service on a case-by-case basis.

Whether IEUA provides the direct delivery of recycled water or delivery through a local Retail Water Agency, IEUA assumes the primary responsibility to assure that recycled water quality distributed to and utilized, in accordance with the provisions of this Ordinance, and in compliance with applicable Federal, State, and Local statutes. The Retail Water Agency or Customer shall, from the connection point to the Regional Recycled Water Distribution System, be responsible for the recycled water quality distributed to and utilized by all subsequent connections, in accordance with the provisions of this Ordinance, and in compliance with applicable Federal, State, and Local statutes.

SECTION 18 - RECYCLED WATER USE PERMIT

To receive Recycled Water Service, a property owner or an authorized representative of the property, that is intended to be served with recycled water, must submit a completed application for Recycled Water Service to the appropriate Retail Water Agency. A Recycled Water Use Permit shall be required and on file at the Retail Water Agency.

The service-area wide design criteria, for the on-going development and implementation of the recycled water systems, will be discussed with SCAs and Retail Water Agencies. The design criteria will be incorporated into the Regional Recycled Water Distribution System Connection Permit.

SECTION 19 - APPLICANT'S RESPONSIBILITY

A Recycled Water Service Application must be made in writing, signed by the Applicant. In the event that the Applicant and the property owner are not one and the same, the Applicant shall have the written authorization of the property owner. By signing the Application, the owner/applicant shall agree to comply with the requirements of any and all applicable Federal, State, and Local statutes, ordinances, regulations, and all other requirements including this Ordinance. The applicant shall, as evidenced by their signature on the application form, agree to comply with this Ordinance and any and all other applicable governing documents.

SECTION 20 - POINT OF DELIVERY

The point of delivery of recycled water shall be the Customer's or their retail service provider's Point of Connection to the IEUA Regional Recycled Water Distribution System.

SECTION 21 - TRANSFER OF OWNERSHIP

IEUA shall own the recycled water until it leaves the Regional Recycled Water Distribution System at the point of delivery whereupon the Customer shall own the recycled water.

SECTION 22 - OWNERSHIP OR EXPANSION OF FACILITIES

Customers shall acquire no interest in or to any portion of the Regional Recycled Water Distribution System or any IEUA facilities by virtue of this Ordinance, nor do the terms of this Ordinance obligate IEUA to acquire, construct or operate any future reclamation facilities or any additions to existing reclamation facilities or facilities for the distribution and delivery of recycled water.

SECTION 23 - SCHEDULING RECYCLED WATER

IEUA reserves the right to control and schedule the use of recycled water if, in the opinion of IEUA, scheduling is necessary for purposes including, but not limited to:

- (1) The maintenance of an acceptable working pressure in the recycled water system;
- (2) Providing for reasonable safeguards of public health;
- (3) Availability of recycled water; and
- (4) Maintenance, operation, or construction of recycled water facilities

SECTION 24 - LIMITATIONS OF USE

Recycled water delivered by IEUA pursuant to this Ordinance has limited uses, and all Customers agree to utilize the recycled water received hereunder only for the use permitted by the applicable regulatory agencies and by local ordinance.

SECTION 25 - LIMITATIONS ON DELIVERY

The rights of SCAs to recycled water under this Ordinance pertain only to the recycled water which is actually produced by IEUA facilities from wastewater delivered by the SCAs. Any circumstances beyond IEUA's control which cause a reduction in the flow available to the Regional Recycled Water Distribution System may result in a temporary or permanent decrease in recycled water available to SCAs in such amounts as IEUA determines are necessary to fairly allocate any such reduced flow among all SCAs purchasing recycled water from IEUA. SCAs may meet and confer with IEUA regarding any proposed reduction in deliveries. Reduced flows may continue until such time as IEUA facilities are restored to normal operations.

SECTION 26 - LIABILITY AND INDEMNIFICATION IN CONTRACTS

All contracts for the delivery of recycled water to others shall contain the following language: Neither IEUA nor any of its officers, agents, or employees shall be liable for the control, carriage, handling, use, disposal, or distribution of recycled water supplied by IEUA to a Customer after such recycled water has been delivered to such Customer; nor for claim of damage of any nature whatsoever, including but not limited to property damage, personal injury or death, arising out of or connected with the control, carriage, handling, use, disposal, or distribution of such recycled water beyond the point of such delivery; and the Customer shall indemnify and hold harmless IEUA and its officers, agents, and employees from any such damages or claims of damages, and shall reimburse IEUA for costs of repair of IEUA's facilities and other damages resulting from the operations of the Customer. Neither the Customer nor any of its officers, agents, or employees shall be liable for the control, carriage, handling, use, disposal, or distribution of recycled water prior to such recycled water being delivered to the Customer; nor for claim of damage of any nature whatsoever, including but not limited to property damage, personal injury or death, arising out of or connected with the control, carriage, handling, use, disposal, or distribution of such recycled water prior to its delivery to such Customer, excepting, however, claims by IEUA for costs of repair to IEUA's facilities and other damages resulting from the operations of the Customer; and IEUA shall indemnify and hold harmless the Customer and its officers, agents, and employees from any such damages or claim of damages, except claims by IEUA for costs of repair of IEUA's facilities and other damages resulting from the operations of the Customer.

PART IV - PURCHASE AND AVAILABILITY OF RECYCLED WATER

IEUA shall retain the exclusive right over the recycled water generated from the sewage delivered to IEUA from the SCAs and shall have sole discretion over its use. This Ordinance extends SCAs the right of first purchase to available recycled water generated by IEUA from the sewage delivered to IEUA's wastewater treatment facilities. If any SCA exercises its right of first purchase of recycled water, then such agency shall have the exclusive right over recycled water delivered to it and the use thereof shall be within the sole discretion of that agency subject to local ordinance.

SECTION 27 - RIGHT OF FIRST PURCHASE

Each SCA shall have the right of first purchase of recycled water as provided herein. The purchase of recycled water shall be voluntary and determined at the option of the SCA from year to year. The right of first purchase shall take priority over any other recycled water purchase agreements between IEUA and non-SCA Customers. IEUA, within its discretion, may prioritize the usage of recycled water for meeting the SAR Base Flow Obligation when it is necessary to do so regardless of the effect on base supply for purchase.

Each SCA shall have the right of first purchase from IEUA of recycled water in a total quantity not exceeding the base entitlement of the SCA.

The total base supply of recycled water which is subject to the right of first purchase from IEUA by the SCAs receiving sewerage service at any Regional Treatment Plant shall be the total quantity of sewage delivered into the Regional Sewerage System by all such SCAs, measured at the intake point of the Regional Treatment Plants, less normal processing losses resulting from the treatment of sewage, and less recycled water exported from the Chino Basin by IEUA to satisfy the SAR Base Flow Obligation if and to the extent deemed necessary by IEUA.

Each SCA shall have a base entitlement to a portion of the total base supply of recycled water, said portion being in the proportion that the quantity of sewage delivered into the Regional Sewerage System by the SCA bears to the total quantity of sewage delivered into the Regional Sewerage System by all SCAs.

SECTION 28 - EXERCISE OF RIGHT OF FIRST PURCHASE/ESTIMATED DEMAND

On or before the first day of March of each year IEUA shall give each SCA written notice requesting the SCA to provide IEUA with an estimated quantity of recycled water proposed to be delivered to the SCA during the next fiscal year. SCAs shall notify IEUA of any planned new users of recycled water that may impact pipeline capacity and operations as a part of this process. The SCA shall provide IEUA with this estimate within 30 days, setting forth the estimated volume of recycled water demand for the next fiscal year.

SECTION 29 - SURPLUS BASE SUPPLY AVAILABLE FOR PURCHASE

Surplus base supply is that portion of base supply remaining after each SCA has exercised its right of first purchase to purchase its base entitlement, or portion thereof.

During and following the end of each year IEUA shall determine the amount of surplus base supply available, if any, for purchase by SCAs, and shall notify all SCAs of that amount, in writing. Each SCA shall have the option to purchase surplus base supply in an amount calculated utilizing the same ratio used to calculate base entitlement. However, if after offering surplus base supply to all SCAs there remains surplus base supply, then a SCA may purchase from the remaining surplus base supply in an unrestricted amount subject to mutual agreement with IEUA. Nothing herein shall prevent SCAs from establishing agreements to purchase recycled water from other SCAs. The purchase of recycled water in excess of a SCA's base entitlement in any given year shall not result in an increase in base entitlement for subsequent years.

SECTION 30 - RECONCILIATION AND NOTICE OF SURPLUS BASE SUPPLY

Before December 1st of each year, IEUA shall tabulate the total amount of recycled water purchased by all SCAs for the preceding fiscal year, reconcile any differences where necessary, and shall issue a written notice of allocation to the SCAs stating the quantity of surplus base supply available for purchase, if any.

SECTION 31 - DISPOSITION BY IEUA OF UNCLAIMED RECYCLED WATER

If after the exercise by SCAs of all options to purchase recycled water, an amount of recycled water remains unclaimed for the year, IEUA may make any lawful use of such recycled water, including beneficial use, sale, or other disposition inside or outside the Chino Basin; provided, that, any funds generated by the sale of recycled water shall be deposited into the IEUA Recycled Water Fund. IEUA will inform the SCAs of the use or sale of any unclaimed recycled water.

PART V - RATES

SECTION 32 - RECYCLED WATER RATES

Rates charged for the purchase of recycled water shall be established for each year by resolution of the IEUA Board of Directors in conjunction with an accompanying cost of service study. The cost of recycled water shall only reflect the true cost of service consistent with California public agency laws and regulations. Rate setting shall be conducted in a public forum and Customers shall have the opportunity to address the IEUA Board of Directors on the subject of recycled water rates in conformity with California open meeting laws.

SECTION 33 - BILLING AND PAYMENT

IEUA shall invoice Customers for actual monthly volumetric deliveries and any fixed charges for the operation of the Regional Recycled Water Distribution System. Customers served through a Point of Connection are responsible for accurately measuring and reporting monthly usage to IEUA. Recycled water which IEUA utilizes for groundwater recharge for purchase by Customers shall be measured by IEUA. SCAs or Retail Water Agencies shall pay to IEUA, within thirty (30) calendar days of receipt of the invoices.

SECTION 34 - DELINQUENT PAYMENT

- (A) In the event any IEUA Customer is delinquent in payment of bills for recycled water rates and charges, a penalty of ten (10) percent of the original unpaid invoice amount shall be added to any fee or charge that becomes delinquent. Interest at the maximum rate provided by California Government Code Section 926.10 as may be amended from time to time, shall accrue on the total of all delinquent fees or charges.
- (B) Additional charges provided herein for delinquent payments may be waived by the Board of Directors upon written request by the IEUA Customer upon a finding that the delinquency was caused by excusable neglect or circumstances beyond the control of the IEUA Customer, provided that the delinquent Customer reimburses IEUA for all costs and penalties actually incurred by IEUA as a result of the delinquent payment.
- (C) In the event a mistake is discovered in a recycled water sales record of IEUA, the General Manager shall initiate appropriate corrective action, except that no mistake made more than three (3) years prior to discovery shall be corrected. If an incorrect invoice has been issued to a Customer, the General Manager shall notify the affected Customer of any adjustment and the manner of making any required credit or charge, neither of which shall bear interest.
- (D) In the event that a retail recycled water Customer does not pay required fees in full, a penalty charge shall be imposed and must be paid in full prior to continued recycled water service. The delinquent payment shall include any unpaid portion of the fee plus a penalty charge of ten (10) percent interest per annum beginning from the date of delinquency. All

charges and penalties shall be assessed based on the connection fee that is in place at the time that full payment occurs.

SECTION 35 - INTERFERENCE BY CUSTOMERS

No Customer shall take or draw water from any water line or pipe of IEUA without paying the established charges therefore. Any Customer interference constitutes a violation of the Ordinance and is grounds for discontinuance of service.

PART VI - ON-SITE CONTROLS

SECTION 36 - IMPLEMENTATION

To protect the health of the public and any (potential) employees of the Customer, the SWRCB has promulgated guidelines and regulations. The minimum necessary on-site controls are contained in Title 22, Division 4, Chapter 3, Water Recycling Criteria, Sections 60301.050 et seq., and Title 17; both of the California Code of Regulations, and in the County Public Health Code.

SECTION 37 - STATE / LOCAL REGULATIONS

Recycled water system on-site controls shall meet all of the requirements established by IEUA and the applicable State and local regulatory agencies to protect the public health. Plans and specifications for all proposed recycled water operations, distribution, and on-site systems shall be submitted to the applicable State and local health agencies for review and approvals before the systems are constructed.

SECTION 38 - OPERATIONAL CONTROLS

The operational controls for the use of recycled water shall be appropriate for the beneficial use as approved in the Recycled Water Use Permit. Records shall be maintained with the recommended equipment and procedures to achieve the control objectives necessary for the safe and reliable delivery of recycled water.

SECTION 39 - RATES OF FLOW

IEUA shall have the right to regulate and prescribe the maximum and minimum quantities of recycled water that shall be discharged or delivered through any service connection so as to assure equitable service to all Customers.

SECTION 40 - IDENTIFICATION

- (A) All recycled water valves, outlets, quick couplers, and sprinkler heads should be of a type, or secured in a manner that only permits operation by personnel authorized by the Customer.
- (B) All recycled water valves and outlets should be appropriately tagged to warn the public and employees that the water is not intended nor allowed for drinking.
- (C) All piping, valves and outlets should be color-coded or otherwise marked to differentiate recycled water from non-recycled water facilities.
- (D) Hose bibs shall not be used in the recycled water system; quick couplers or comparable connection devices shall be used instead.

SECTION 41 - POSTING OF ON-SITE NOTIFICATIONS

Adequate means of notification shall be provided to inform the public, employees and others that recycled water is being used. Such notification shall include the posting of conspicuous recycled water information signage with proper wording of sufficient size to be clearly read, which shall be posted at adequate intervals around the use area. In some locations, especially at crop irrigation use areas, the recycled water information signs shall be in the primary language of the workers (i.e., Spanish), as well as English.

Signs shall be placed around the perimeter of the site and at such other locations on-site as deemed appropriate by the Retail Water Agency during the Recycled Water Use Permit application review.

SECTION 42 - METERING

Recycled water furnished to Retail Water Agencies through a Point of Connection pursuant to this Ordinance shall be measured by the Retail Water Agencies at the Delivery Point. Such measurement shall be with equipment chosen by the Retail Water Agencies, installed by the Retail Water Agencies, and approved by IEUA. All measuring equipment shall be installed, maintained, repaired, and replaced by the Retail Water Agencies. Retail Water Agencies will regularly calibrate recycled water meters and provide a copy of results of such calibrations to IEUA as requested. Each retailing agency shall have the primary obligation to measure the quantity of recycled water delivered to the Delivery Point on a monthly basis and to furnish this data to IEUA within 15 days after the end of each month for billing purposes. IEUA may request, at any time, investigation, and confirmation by the retailing agency of the measurement being made. Recycled water which IEUA delivers to Customers as groundwater recharge shall be measured by IEUA.

SECTION 43 - CROSS CONNECTION PREVENTION

The Customer is responsible for following their Potable Water Purveyor's rules, regulations and/or Ordinance regarding cross connection prevention.

SECTION 44 - WATER QUALITY

All recycled water to be delivered by IEUA to Retail Water Agencies pursuant to the terms of this Ordinance will be of such quality that the same may be used for all purposes allowed for disinfected tertiary recycled water. Such recycled water shall conform to the quality requirements set forth in the then current disinfected tertiary recycled water quality and monitoring regulations specified in California Code of Regulations, Title 22, Division 4, Chapter 3: Wastewater Reclamation Criteria as further regulated by the California Regional Water Quality Control Board, the California Department of Drinking Water and all other federal, state and local agencies having jurisdiction over recycled water quality.

SECTION 45 - NONCONFORMING RECYCLED WATER

The parties recognize that factors beyond the control of IEUA could cause operational difficulties at reclamation facilities resulting in the temporary production of recycled water which does not meet the quality requirements referenced in Section 44. In such cases, IEUA will be obligated to (1) immediately notify the Retail Water Agencies that the recycled water does not meet the currently applicable regulatory requirements and that deliveries of recycled water will be suspended (2) temporarily suspend deliveries of recycled water to Retail Water Agencies from IEUA facilities, and (3) use its best efforts to reestablish the production of recycled water of a suitable quality as soon as reasonably possible and to reestablish IEUA's supply of such water accordingly. Any notice required under this section shall be delivered first verbally, either personally or by telephone, followed by a written confirmation.

SECTION 46 - LIMITATIONS OF LIABILITY

IEUA is not responsible for any condition of the recycled water itself, or any substance that may be mixed with or be in recycled water, after the point of delivery, except as required by Title 22, Division 4, Chapter 3, Water Recycling Criteria, Section 60301.050 et seq. of the California Code of Regulations.

PART VII - EFFECTIVE DATE

Upon the effective date of this Ordinance No. 112, Ordinance No. 63, Ordinance No. 69, and Ordinance No. 75, including any amendments thereto, shall be repealed and superseded by this Ordinance. This Ordinance shall take effect on January 3, 2023.

ADOPTED, this 21st day of December, 2022.

Steven J. Elie
President of the Inland Empire
Utilities Agency* and of the Board of
Directors thereof

ATTEST:

Marco Tule
Secretary of the Inland Empire Utilities
Agency* and the Board of Directors thereof

*A Municipal Water District

STATE OF CALIFORNIA)
)SS
COUNTY OF SAN BERNARDINO)

I, Marco Tule, Secretary/Treasurer of the Inland Empire Utilities Agency*, DO HEREBY CERTIFY that the forgoing Ordinance being No. 112, was adopted at a regular meeting on December 21, 2022, of said Agency by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Marco Tule
Secretary/Treasurer

(SEAL)

**CONSENT
CALENDAR
ITEM**

2A



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

**WEDNESDAY, NOVEMBER 2, 2022
10:00 A.M.**

DIRECTORS PRESENT:

Steven J. Elie, President
Michael Camacho, Vice President

DIRECTORS PRESENT via Video/Teleconference:

Jasmin A. Hall, Director
Paul Hofer, Director

DIRECTORS ABSENT:

Marco Tule, Secretary/Treasurer

STAFF PRESENT

Shivaji Deshmukh, P.E., General Manager
Christiana Daisy, P.E., Deputy General Manager
Kristine Day, Assistant General Manager
Jerry Burke, Director of Engineering
Edward Chavez, Collection System Operator III
Lucia Diaz, Manager of Facilities & Water System Programs
Daniel Dyer, Collections System Supervisor
Denise Garzaro, Board Secretary/Office Manager
Miguel Gonzalez, Collection System Operator I
Brandon Gonzalez Contreras, Technology Specialist I
Michael Hurley, Director of Planning & Resources
Daniel Jauregui, Collection System Operator I
Michael Larios, Technology Specialist I
Scott Lening, Manager of Operations
Paul Perez, Collection System Operator II
Alyson Piguee, Director of External & Government Affairs
Oscar Quiroz, Collection System Operator II
Adolfo Zavala, Collection System Operator II
Jeff Ziegenbein, Acting Director of Operations & Maintenance

STAFF PRESENT via Video/Teleconference:

Tony Arellano, Safety Officer
Javier Chagoyen-Lazaro, Director of Finance
Lisa Dye, Director of Human Resources
Adrienne Fernandez, Administrative Assistant II
Warren Green, Manager of Contracts & Procurement
Don Hamlett, Director of Information Technology

Jennifer Hy-Luk, Executive Assistant
Cathleen Pieroni, Senior Policy Advisor
Cheyanne Reseck, Administrative Assistant II
Teresa Velarde, Manager of Internal Audit

OTHERS PRESENT:

Jean Cihigoyenette, JC Law Firm
Jim Curatalo, Cucamonga Valley Water District

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 Elie called the meeting to order at 10:00 a.m. Manager of Asset Management Kenneth Monfore 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.

1. WORKSHOP ITEM

A. SEWER COLLECTION SYSTEM (POWERPOINT)

Manager of Facilities & Water System Programs Lucia Diaz and Collections System Supervisor Dan Dyer provided the staff presentation.

INFORMATION ITEM ONLY; NO ACTION TAKEN

2. GENERAL MANAGER'S COMMENTS

General Manager Shivaji Deshmukh reported that in partnership with California Association of Sanitation Agencies, IEUA staff has been actively engaged in California Air Resources Board (CARB)'s rulemaking process for the proposed Advanced Clean Fleet Regulations. These regulations would require public agencies like IEUA to convert fleets to zero-emission vehicles (ZEVs) starting in 2024. IEUA has written two letters and testified at CARB's October 27 Board Hearing in support of including flexibility in the requirements for the conversion of some specialty heavy-duty vehicles to ZEVs until such time that viable alternatives are commercially available. From comments made by CARB Board Members last week, it appears we have been heard. There will be one more draft regulation released in spring 2023 and adoption will follow possibly in the early summer. In the meantime, IEUA staff will continue to advocate for policies that achieve zero emission goals without jeopardizing the industry's ability to be protective of human health.

General Manager Deshmukh acknowledged the hard work of a diverse group of IEUA staff who have worked together in this effort, including Randy Lee and Lucia Diaz from Operations & Maintenance, Pietro Cambiaso and Richard Lao from Planning & Resources and William McDonnell from Policy and Inter-Agency Relations.

3. **BOARD OF DIRECTORS' REQUESTED FUTURE AGENDA ITEMS**
There were no future requested agenda items from the Board of Directors.

4. **DIRECTORS' COMMENTS**
There were no Board of Directors comments.

5. **CLOSED SESSION**
The Board recessed to Closed Session at 10:56 a.m.:

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

- B. **PURSUANT TO GOVERNMENT CODE SECTIONS 54957 AND 54957.6 –
PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
1. Manager of Internal Audit
2. General Manager
3. Board Secretary/Office Manager

The meeting resumed at 11:55 a.m. and General Counsel Jean Cihigoyenetché stated \ that the Board discussed Closed Session item 5A and item 5B sub-items 1 and 3 with no reportable action. Item 5B sub-item 2 was not discussed.

ADJOURNMENT

Vice President Camacho adjourned the meeting at 11:56 a.m.

Marco Tule, Secretary/Treasurer

APPROVED: DECEMBER 21, 2022



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

**WEDNESDAY, NOVEMBER 16, 2022
10:00 A.M.**

DIRECTORS PRESENT:

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

STAFF PRESENT

Shivaji Deshmukh, P.E., General Manager
Christiana Daisy, P.E., Deputy General Manager
Kristine Day, Assistant General Manager
Andrew Alonzo, Human Resources Officer
Jesus Arce, Wastewater Treatment Plant Operator II
Tony Arellano, Safety Officer
Jerry Burke, Director of Engineering
Pierre Cayatte, Senior Engineer
Javier Chagoyen-Lazaro, Director of Finance
Katelyn Crawford, Administrative Assistant II
Lisa Dye, Director of Human Resources
Filbert Fontejon, Intern
Denise Garzaro, Board Secretary/Office Manager
Brandon Gonzalez Contreras, Technology Specialist I
Don Hamlett, Director of Information Technology
Lorena Heredia, Office Assistant
Michael Hurley, Director of Planning & Resources
Elizabeth Hurst, Chino Basin Program Manager
Brandon Huynh, Intern
Michael Larios, Technology Specialist I
Randy Lee, Acting Director of Finance
Alex Lopez, Acting Budget Officer
Paul Ly, Wastewater Treatment Plant Operator-in-Training
Liza Munoz, Senior Engineer
Cathleen Pieroni, Senior Policy Advisor
Alyson Piguee, Director of External & Government Affairs
Kristian Saenz, Engineering Consultant
Sandra Salazar, P.E., Associate Engineer
Vicky Salazar, Associate Engineer
James Spears, Senior Engineer
Travis Sprague, Principal Engineer

Brian Wilson, P.E., Senior Engineer
Jeff Ziegenbein, Acting Director of Operations & Maintenance
Andrew Zarour, Intern

STAFF PRESENT via Video/Teleconference:

Adham Almasri, Principal Engineer
Andy Campbell, Deputy Manager of Maintenance
David Correia, Maintenance Supervisor
Robert Delgado, Manager of Maintenance
Jennifer Hy-Luk, Executive Assistant
Joshua Oelrich, Deputy Manager of Maintenance
Victor Rodriguez, Training Coordinator
James Simpson, Engineering Consultant
Steven Smith, P.E., Senior Associate Engineer
Yvonne Taylor, Administrative Assistant II
Teresa Velarde, Manager of Internal Audit

OTHERS PRESENT:

Jean Cihigoyenetché, JC Law Firm
Russell Degnan, Operation New Hope
Scott Goodell, IE Works
Edgar Tellez Foster, Chino Basin Watermaster
Elizabeth Touns, Jewish Vocational Services

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 Elie called the meeting to order at 10:05 a.m. Electrical & Instrumentation Technician IV Juan Zamorano led the Pledge of Allegiance. Board Secretary/Office Manager Denise Garzaro took roll call and established a quorum.

PUBLIC COMMENT

Chino Basin Watermaster Director of Water Resources Management & Planning Edgar Tellez Foster extended an invitation to the IEUA Board of Directors and staff for the in-person Chino Basin Watermaster Board Workshop #4 on Regional Water Supply scheduled for Monday, December 5, 2022.

ADDITIONS TO THE AGENDA

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

NEW, PROMOTED AND RECLASSIFIED EMPLOYEE INTRODUCTIONS

The following staff member from Agency Management was introduced:

- Lorena Heredia, Office Assistant, hired October 24, 2022, Board Services

The following staff member from Engineering Department was introduced:

- Wendy Olsen, Administrative Assistant I, hired November 13, 2022, Engineering

The following staff member from Finance Department was recognized:

- Sunny Sun, Senior Accountant, promoted October 30, 2022, Accounting

The following staff members from Human Resources Department were hired:

- Andrew Alonzo, Human Resources Officer, hired November 13, 2022, Human Resources
- Katelyn Crawford, Administrative Assistant II (Confidential), hired October 24, 2022, Human Resources

The following staff members from Operations & Maintenance Department were hired:

- Jesus Arce, Wastewater Treatment Plant Operator II, hired October 31, 2022, Operations Unit
- Paul Ly, Wastewater Treatment Plan Operator-in-Training, hired October 24, 2022, Operations Unit
- Brian Gutierrez, Mechanic I, hired October 31, 2022, Maintenance Unit

The Board of Directors welcomed Ms. Heredia, Ms. Olsen, Mr. Alonzo, Ms. Crawford, Mr. Arce, Mr. Ly, and Mr. Gutierrez to the IEUA team. The Board of Directors congratulated Ms. Sun on her promotion.

1. **CONSENT ITEMS**

A. **MINUTES**

B. **ADOPTION OF RESOLUTION NO. 2022-11-7, MAKING CERTAIN FINDINGS AND DETERMINATIONS REGARDING SPECIAL RULES FOR CONDUCTING MEETINGS THROUGH TELECONFERENCE**

C. **REPORT ON GENERAL DISBURSEMENTS** *(Finance & Admin)*

D. **RIALTO WATER INTERTIE FINDING OF CONSISTENCY WITH THE PROGRAM ENVIRONMENTAL IMPACT REPORT** *(Eng/Ops/WR)*

E. **ADOPTION OF RESOLUTION NO. 2022-11-6, AMENDING THE AGENCY'S SALARY SCHEDULE/MATRIX FOR ALL GROUPS**

F. **PROCUREMENT OF ROCKWELL AUTOMATION EQUIPMENT** *(Eng/Ops/WR)* *(Finance & Admin)*

G. **ELY MONITORING WELL CONSTRUCTION CONTRACT AWARD** *(Eng/Ops/WR)* *(Finance & Admin)*

H. **DUPERON BAR SCREEN STANDARDIZATION AND SINGLE SOURCE PROCUREMENT** *(Eng/Ops/WR)*

I. **SCADA PROGRAMMING MASTER SERVICES CONTRACT AMENDMENT** *(Eng/Ops/WR)*

J. RP-5 EXPANSION PROJECT CONSULTANT ENGINEERING SERVICES CONTRACT AMENDMENT (Eng/Ops/WR)

K. ADOPTION OF RESOLUTIONS APPROVING APPLICATIONS TO VARIOUS GRANTORS FOR RECYCLED WATER INTERCONNECTION TO THE CITY OF RIALTO PROJECT

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

Ayes: Camacho, Elie, Hall, Hofer, Tule

Noes: None

Absent: None

- Approved the minutes of the October 19, 2022 Board Meeting.
- Adopted Resolution No. 2022-11-7, making certain findings and determinations regarding special rules for conducting meetings through teleconference.
- Approved the total disbursements for the month of September 2022, in the amount of \$23,385,719.36.
- Found that the Rialto Recycled Water Intertie falls within the scope of the Chino Basin Program included in the 2022 CBP Program Environmental Impact Report (PEIR); and found that the PEIR adequately describes the activity for purposes of the California Environmental Quality Act (CEQA).
- Adopted Resolution No. 2022-11-6, amending the Agency's Salary Schedule/Matrix for all groups.
- Approved the procurement from Royal Industrial Solutions of the Rockwell Automation equipment for the RP-1 SCADA Migration Project, EN13016.05, for a not-to-exceed amount of \$1,891,100; and authorized the General Manager to authorize the procurement, subject to non-substantive changes.
- Awarded a construction contract for the Ely Monitoring Well, Project No. EN23041, to Yellow Jacket Drilling Services LLC in the amount of \$394,000; approved a total and FY 22/23 budget transfer in the amount of \$400,000 from the Ely Monitoring Well, EN21051, in the Recycled Water (WC) (10600) Fund, \$100,000 from the RP-1 MCB and Old Lab Building Rehab, EN20051, in the Regional Operations and Maintenance (RO) (10800) Fund, and RP-1 Energy Recovery, EN19009, in the RO (10800) Fund, to the Ely Monitoring Well Capital EN23041 in the WC (10600) Fund in the amount of \$600,000; and authorized the General Manager to execute the construction contract and budget transfers, subject to non-substantive changes.
- Adopted a finding pursuant to Public Contract Code 3400(c)(2), that the use of Duperon Bar Screens, is valid "for the purpose of matching an existing product that is used across all treatment plants at IEUA"; authorized the standardization

selection and single source procurement for future O&M and capital projects; authorized the procurement of four influent bar screens manufactured by Duperon Corporation as a single source for the RP-1 Headworks Bar Screen Systems Improvements Project, in the amount of \$1,800,232; and authorized the General Manager to execute the contract, subject to non-substantive changes.

- Approved contract amendment for the SCADA Programming Master Services Contract to Technical Systems, Inc. for an aggregate amount of \$3,800,000, increasing the contract from \$1,800,000 to \$5,600,000 (211% increase); and authorized the General Manager to execute the contract amendment, subject to non-substantive changes.
- Approved a construction contract amendment for additional engineering services during the construction for the RP-5 Expansion, Project Nos. EN19001 and EN19006, and design, bid and construction support for the four off-site facilities to Parsons Water and Infrastructure Inc., for the not-to-exceed amount of \$3,162,474 increasing the contract from \$34,276,416 to \$37,438, 890 (9.2% increase); and authorized the General Manager to execute the consultant engineering services contract amendment, subject to non-substantive changes.
- Adopted Resolution No. 2022-11-1, authorizing the General Manager or his designee to sign & file the Clean Water State Revolving Fund loan applications with SWRCB for construction of the subject project; adopted Resolution No. 2022-11-2, establishing IEUA's intention to pay for and be reimbursed for expenditures related to the construction of the subject project; adopted Resolution No. 2022-11-5, establishing IEUA's support of the FEMA BRIC application; and authorized the General Manager to execute the financial assistance agreement and any amendments.

2. **ACTION ITEMS**

A. TOTAL PROJECT BUDGET AMENDMENT *(Finance & Admin)*

Director of Finance Javier Chagoyen-Lazaro provided the staff presentation.

MOVED BY DIRECTOR HOFER, SECONDED BY DIRECTOR CAMACHO. THE BOARD AMENDED THE TOTAL PROJECT BUDGET FOR 23 PROJECTS IN THE AMOUNT OF \$51,767,998 INCREASING THE TOTAL PROJECT BUDGET FROM \$269,277,811 TO \$321,045,809 IN THE FOLLOWING FUNDS: ADMINISTRATIVE SERVICE (GG) FUND \$1,359,784.2, GROUNDWATER RECHARGE (RW) FUND \$679,902.2, NON-RECLAIMABLE WASTEWATER (NC) FUND \$2,158,099.3, RECYCLED WATER (WC) FUND \$1,666,449.8, REGIONAL WASTEWATER OPERATIONS AND MAINTENANCE (RO) FUND \$14,994,286.3 AND REGIONAL WASTEWATER CAPITAL (RC) FUND \$30,909,476.2, AS RECOMMENDED BELOW, BY THE FOLLOWING VOTE:

Ayes: Camacho, Elie, Hall, Hofer, Tule

Noes: None

Absent: None

B. IE WORKS/WORKFORCE DEVELOPMENT

The following individuals provided public comments and stated their support for the recommended action on Item 2B:

Operation New Hope Executive Director Russell Degnan

IE Works Program Manager Scott Goodell

Jewish Vocational Services Senior Manager of Partnership Impact Elizabeth Touns

Director of Human Resources Lisa Dye provided the staff presentation.

MOVED BY DIRECTOR HALL, SECONDED BY DIRECTOR TULE. THE BOARD AUTHORIZED THE AGENCY TO PARTICIPATE AS A VOTING MEMBER IN IE WORKS, INLAND EMPIRE WATER WASTEWATER APPRENTICESHIP PATHWAYS COLLABORATIVE, AS RECOMMENDED BELOW, BY THE FOLLOWING VOTE:

Ayes: Camacho, Elie, Hall, Hofer, Tule

Noes: None

Absent: None

C. ADOPTION OF RESOLUTIONS PROMOTING EXTRAORDINARY CONSERVATION ACTIONS IN RESPONSE TO DROUGHT CONDITIONS AND AUTHORIZE THE GENERAL MANAGER TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH OTHER COLORADO RIVER BASIN WATER AGENCIES

Director of Planning & Resources Michael Hurley and Senior Policy Advisor Cathleen Pieroni provided the staff presentation.

MOVED BY DIRECTOR CAMACHO, SECONDED BY DIRECTOR HALL. THE BOARD ADOPTED RESOLUTION NO. 2022-11-3, ENCOURAGING ACTION TO REDUCE OR ELIMINATE IRRIGATION OF NON-FUNCTIONAL TURF WITH POTABLE WATER; ADOPTED RESOLUTION NO. 2022-11-4, AUTHORIZING THE GRANT APPLICATION, ACCEPTANCE, AND EXECUTION OF THE TURNKEY TURF TRANSFORMATION PROJECT; AND APPROVED AND AUTHORIZED THE GENERAL MANAGER TO ENTER INTO THE MEMORANDUM OF UNDERSTANDING BY AND AMONG THE COLORADO RIVER BASIN MUNICIPAL AND PUBLIC WATER PROVIDERS, AS RECOMMENDED BELOW, BY THE FOLLOWING VOTE:

Ayes: Camacho, Elie, Hall, Hofer, Tule
Noes: None
Absent: None

3. **INFORMATION ITEMS**

A. **WATER STORAGE INVESTMENT PROGRAM/CHINO BASIN PROGRAM UPDATE**
Chino Program Manager Elizabeth Hurst provided the staff presentation.

B. **ENGINEERING AND CONSTRUCTION MANAGEMENT PROJECT UPDATES**
Principal Engineer Travis Sprague provided an update on the following projects: Recharge Basin Clean-up of Illegally Dumped; RP-1 Aeration Basins Utility Water System Improvement; RP-1 East Influent Gate Replacement; and Structural Agency Wide Roofing Phase III.

The following items were received and filed by the Board:

C. **FEDERAL LEGISLATIVE REPORT FROM CARPI AND CLAY (WRITTEN)**

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

E. **PUBLIC OUTREACH AND COMMUNICATION (WRITTEN)**

F. **OPERATIONS AND MAINTENANCE QUARTERLY UPDATE (POWERPOINT)**

G. **PLANNING & RESOURCES ANNUAL REPORT & ANNUAL ENERGY REPORT (WRITTEN/POWERPOINT)**

H. **RP-5 EXPANSION PROJECT UPDATE – OCTOBER 2022 (POWERPOINT)**

I. **TREASURER’S REPORT OF FINANCIAL AFFAIRS (WRITTEN/POWERPOINT)**

4. **AGENCY REPRESENTATIVES’ REPORTS**

A. **SANTA ANA WATERSHED PROJECT AUTHORITY REPORT**
There was nothing to report.

B. **METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA REPORT**
Vice President Camacho reported that at MWD’s November Board meeting, the Board elected a new Board Secretary, Ms. Lois Fong-Sakai of San Diego County Water Authority for a two-year term starting January 1, 2023. He noted that at next month’s Board meeting, Chair-Elect Adan Ortega will submit his recommendations for the balance of Board leadership positions, including Vice Chairs and Committee Chairs and Vice Chairs also for two-year terms starting in January. He added that the new leadership will have many challenges in 2023 associated with drought conditions on both the State Water Project and Colorado River, as discussed today.

Vice President Camacho asked General Manager Deshmukh to provide additional information.

General Manager Deshmukh reported that IEUA submitted a letter of support for Metropolitan's Pure Water Southern California potable reuse project that encouraged the project be structured in a way that promotes multiple connection options within IEUA's service area.

C. REGIONAL SEWERAGE PROGRAM POLICY COMMITTEE REPORT

President Elie reported that at the November 3 Regional Sewerage Program Policy Committee meeting, the Committee heard items that were routine in nature.

D. CHINO BASIN WATERMASTER REPORT

Director Tule reported that at the October 27 Chino Basin Watermaster Board meeting, the Watermaster Board received the annual financial report, IEUA/JCSD/CBWM cost-sharing agreement of the Basin Plan Amendment Environmental Review as presented and authorized the General Manager to execute the agreement on behalf of Watermaster subject to non-substantive changes.

E. CHINO BASIN DESALTER AUTHORITY REPORT

General Manager Deshmukh reported that at the October 6 Board meeting, the CDA Board heard matters that were routine in nature.

F. INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY REPORT

Director Hall reported that at the November 7 IERCA Board meeting, the IERCA Board designated Inland Empire Utilities Agency Director of Finance Javier Chagoyen-Lazaro as the IERCA Treasurer.

5. GENERAL MANAGER'S REPORT

General Manager Deshmukh reported that in celebration and recognition of Veterans Day, the Agency hosted the veterans amongst the staff for coffee and breakfast at RP-1 prior to today's meeting. He stated that the event is a small gesture of appreciation for all of those that courageously served our country.

He noted that a Joint IEUA Board and Policy Committee Workshop will begin immediately following the Board meeting to discuss the Regional Contract Negotiations.

General Manager Deshmukh added that during last week's storm event, staff learned that there was a homeless encampment along a flood control channel located in the City of Ontario that had been swept away by the heavy rainfall. It was initially believed that a total of six people were swept downstream about two miles into the Ely Basin 1, which is managed by the Agency and owned by the San Bernardino County Flood Control District. While two individuals were rescued, sadly two were found deceased. It is projected that up to two individuals remain missing.

Multiple agencies responded to this event including local and regional fire, police, and other safety personnel. San Bernardino County Flood Control District contacted the Agency requesting if IEUA Acting Deputy Manager of Maintenance Andy Campbell could aid with rescue and recovery efforts. As the week progressed, Mr. Campbell aided the recovery teams by providing physical and operational knowledge of the basins and assisted in lowering water levels for the recovery efforts.

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

There were no requested future agenda items.

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

Director Hall stated on November 10 she attended the BAYWORK Training Buffet's Plastics, the Material of 1,000 Uses Webinar; the Path to Power Webinar with MWD Chair Gloria Gray; and Aspire. Diversify. Empower. Lead – Creating Career Pathways with Valley Water's Next Gen Workforce Development Program Webinar.

President Elie stated that he attended the Southern California Water Coalition Annual Meeting & Dinner on October 27; meetings in Sacramento with State Water Resources Control Board member Nichole Morgan, Office of Senator Susan Rubio's Edward Barrera, and California Natural Resources Agency Nancy Vogel on November 10; the Chino Hills Veteran's Day Salute to Service on November 11; and IEUA Veteran's Day Recognition Event on November 16.

8. **CLOSED SESSION**

The Board recessed to Closed Session at 11:38 a.m.:

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

One Case

B. **PURSUANT TO GOVERNMENT SECTION CODE 54956.9(e)(3) CONFERENCE
WITH LEGAL COUNSEL ANTICIPATED LITIGATION**

Claimants: City of Ontario and Monte Vista Water District

Entity Subject to Claim: Inland Empire Utilities Agency

C. **PURSUANT TO GOVERNMENT CODE SECTIONS 54957 AND 54957.6 –
PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

1. General Manager

The meeting resumed at 12:09 p.m. and General Counsel Jean Cihigoyenetché stated that the Board discussed Item 9A and 9B had no reportable actions. Item 9C was not discussed due to time constraints.

ADJOURNMENT

President Elie adjourned the meeting at 12:09 p.m.

Marco Tule, Secretary/Treasurer

APPROVED: DECEMBER 21, 2022

**CONSENT
CALENDAR
ITEM**

2B

Date: December 21, 2022

To: The Honorable Board of Directors

SSD
From: Shivaji Deshmukh, General Manager

Committee:

Staff Contact: Shivaji Deshmukh, General Manager

Subject: Adopt Resolution No. 2022-12-6 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.

Staff is recommending that the Board of Directors makes the necessary findings and determinations and Adopt Resolution No. 2022-12-6 to continue to conduct meetings through teleconference for a period of 30 days.

Staff's Recommendation:

Adopt Resolution No. 2022-12-6, 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 on Oct. 6, 2021. On Nov. 3, Nov. 17, and Dec. 8, 2021, Jan. 5, Feb. 2, March 2, April 6, May 18, June 15, July 6, Aug. 17, Sept. 7, Sept. 21, Oct. 19, and Nov. 16, 2022, the Board adopted Resolution Nos. 2021-11-6, 2021-11-1, 2021-12-1, 2022-1-1, 2022-2-1, 2022-3-1, 2022-4-7, 2022-5-6, 2022-6-10, 2022-7-2, 2022-8-1, 2022-9-2, 2022-9-3, 2022-10-1, and 2022-11-7, 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. 2022-12-6

RESOLUTION NO. 2022-12-6

**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 No. 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, On December 8, 2021 the Board of Directors of the Inland Empire Utilities Agency approved Resolution No. 2021-12-1 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, On January 5, 2022 the Board of Directors of the Inland Empire Utilities Agency approved Resolution No. 2022-1-1 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, On February 2, 2022 the Board of Directors of the Inland Empire Utilities Agency approved Resolution No. 2022-2-1 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, On March 2, 2022 the Board of Directors of the Inland Empire Utilities Agency approved Resolution No. 2022-3-1 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, On April 6, 2022 the Board of Directors of the Inland Empire Utilities Agency approved Resolution No. 2022-4-7 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 May 18, 2022 the Board of Directors of the Inland Empire Utilities Agency approved Resolution No. 2022-5-6 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 June 15, 2022 the Board of Directors of the Inland Empire Utilities Agency approved Resolution No. 2022-6-10 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 July 6, 2022 the Board of Directors of the Inland Empire Utilities Agency approved Resolution No. 2022-7-2 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 August 17, 2022 the Board of Directors of the Inland Empire Utilities Agency approved Resolution No. 2022-8-1 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, On September 7, 2022 the Board of Directors of the Inland Empire Utilities Agency approved Resolution No. 2022-9-2 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 September 21, 2022 the Board of Directors of the Inland Empire Utilities Agency approved Resolution No. 2022-9-3 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 October 19, 2022 the Board of Directors of the Inland Empire Utilities Agency approved Resolution No. 2022-10-1 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, On November 16, 2022 the Board of Directors of the Inland Empire Utilities Agency approved Resolution No. 2022-11-7 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 No. 2022-12-6 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 21st day of December, 2022.

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

ATTEST:

Marco Tule, Secretary/Treasurer of the Inland
Empire Utilities Agency* and of the Board of
Directors thereof

STATE OF CALIFORNIA)
)
COUNTY OF SAN BERNARDINO)

I, Marco Tule, Secretary/Treasurer of the Inland Empire Utilities Agency*, DO
HEREBY CERTIFY that the foregoing Resolution being No. 2022-12-6, was adopted at
a regular meeting on December 21, 2022, of said Agency by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Marco Tule, Secretary/Treasurer of the
Inland Empire Utilities Agency* and of the
Board of Directors thereof

(SEAL)

*A Municipal Water District

**CONSENT
CALENDAR
ITEM**

2C

Date: December 21, 2022

To: The Honorable Board of Directors

From: Shivaji Deshmukh, General Manager

Committee: Finance & Administration

12/14/22

Staff Contact: Kristine Day, Assistant General Manager

Subject: Report on General Disbursements

Executive Summary:

Total disbursements for the month of October 2022 were \$24,401,932.26. Disbursement activity included check payments of \$553,041.82 to vendors and \$23,099.35 for worker's compensation related costs. Electronic payments included the Automated Clearing House (ACH) of \$16,535,830.45 and wire transfers (excluding payroll) of \$5,455,993.74. The total payroll was \$1,827,313.69 for employees and \$6,653.21 for the Board of Directors.

Staff's Recommendation:

Approve the total disbursements for the month of October 2022 in the amount of \$24,401,932.26.

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 16 2022 the Board of Directors approved the September 2022 Report on General Disbursements totaling \$23,385,719.36.

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	\$ 553,041.82
2B	Workers' Comp Checks	\$ 23,099.35
2C	Vendor ACHs	\$ 16,535,830.45
2D	Vendor Wires (excludes Payroll)	\$ 5,455,993.74
2E	Payroll-Net Pay-Directors	\$ 6,653.21
2F	Payroll-Net Pay-Employees	\$ 1,827,313.69
Total Disbursements		\$24,401,932.26

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

Vendor	Amount	Description
WM LYLES COMPANY	\$ 7,137,905.37	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.
MWD	\$ 3,794,037.90	August 2022 Water Purchases
SO CALIF EDISON	\$ 916,328.12	08/05/22 – 09/30/22 Electricity
MNR CONSTRUCTION INC	\$ 870,009.00	Professional Svc's for RW15003.06- Wineville/Jurupa/Force Main Improvements
ARCADIS US INC	\$ 811,200.90	Professional Svc's for EN19001- RP-5 Expansion to 30 mgd; EN19006- RP-5 Biosolids Facility.
INTERNAL REVENUE SERVICE	\$ 741,106.76	P/R 20, 21; Dir 10 Taxes
PERS	\$ 721,649.59	10/22 Health Ins; P/R 20, 21
INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY	\$ 715,832.84	07/22 – 08/22 RP1 & RP2 Biosolids

Attachment 2A

Vendor Checks

Inland Empire Util. Agency
Chino, CA
Company code 1000

Check Register
CBB Disbursement Account -October '22

11/25/2022 / 14:28:42
User: CCAMPBRL
Page: 1

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
235540	2200124790	10/06/2022	USD	930.00	ABSOLUTE STANDARDS INC HAMDEN CT	10/14/2022
235541	2200124793	10/06/2022	USD	3,881.97	AIR & HOSE SOURCE INC BLOOMINGTON CA	10/18/2022
235542	2200124800	10/06/2022	USD	188.02	AMERICAN HERITAGE LIFE INSURANDALLAS TX	10/13/2022
235543	2200124776	10/06/2022	USD	375.91	APPLIED INDUSTRIAL TECHNOLOGIEPASADENA CA	10/11/2022
235544	2200124778	10/06/2022			voided by PMUN - Printed incorrectly	10/06/2022
235545	2200124791	10/06/2022	USD	990.15	BIGFOOT CONSTRUCTION EQUIPMENTWOODSTOCK IL	10/19/2022
235546	2200124781	10/06/2022	USD	3,452.24	BOOT BARN INC IRVINE CA	10/14/2022
235547	2200124798	10/06/2022	USD	11,437.62	BURRIEC WASTE INDUSTRIES INC FONTANA CA	10/17/2022
235548	2200124794	10/06/2022	USD	1,975.78	CITY OF CHINO CHINO CA	10/13/2022
235549	2200124796	10/06/2022	USD	1,019.27	CUCAMONGA VALLEY WATER DISTRICTLOS ANGELES CA	10/13/2022
235550	2200124784	10/06/2022	USD	10,632.77	DXP ENTERPRISES INC DALLAS TX	10/13/2022
235551	2200124803	10/06/2022	USD	5,069.88	FIDELITY SECURITY LIFE INSURANCINCINNATI OH	10/17/2022
235552	2200124797	10/06/2022	USD	464.74	FONTANA WATER COMPANY FONTANA CA	10/13/2022
235553	2200124802	10/06/2022	USD	339.00	FRANCHISE TAX BOARD SACRAMENTO CA	
235554	2200124799	10/06/2022	USD	431.47	FRONTIER COMMUNICATIONS CORP CINCINNATI OH	10/18/2022
235555	2200124792	10/06/2022	USD	1,813.00	ILG CANADIAN FANS & BLOWERS INBURLINGTON ON	10/18/2022
235556	2200124780	10/06/2022	USD	1,000.00	INDUSTRIAL HEARING & PULMONARYUPLAND CA	10/24/2022
235557	2200124779	10/06/2022	USD	40.00	LEAGUE OF CALIF CITIES SACRAMENTO CA	10/25/2022
235558	2200124777	10/06/2022	USD	4,193.69	MOTION INDUSTRIES INC LOS ANGELES CA	10/11/2022
235559	2200124788	10/06/2022	USD	8,186.28	ON CALL MECHANICAL SERVICES INFALLBROOK CA	10/12/2022
235560	2200124795	10/06/2022	USD	4,364.71	ONTARIO MUNICIPAL UTILITIES COONTARIO CA	10/12/2022
235561	2200124789	10/06/2022	USD	2,865.35	PACWEST AIR FILTER LLC MURRIETA CA	10/12/2022
235562	2200124787	10/06/2022	USD	8,253.54	PAPE' MATERIAL HANDLING INC EUGENE OR	10/17/2022
235563	2200124801	10/06/2022	USD	330.84	PERS LONG TERM CARE PROGRAM PASADENA CA	10/12/2022
235564	2200124786	10/06/2022	USD	1,355.22	PROFORMA PRINTING SYSTEMS LOS ANGELES CA	10/13/2022
235565	2200124785	10/06/2022	USD	3,392.83	QUINN RENTAL SERVICES CITY OF INDUSTRY CA	10/12/2022
235566	2200124783	10/06/2022	USD	11,229.76	TECHNO COATINGS INC ANAHEIM CA	10/20/2022
235567	2200124782	10/06/2022	USD	35,228.51	V & A CONSULTING ENGINEERS OAKLAND CA	10/12/2022
235568	2200124877	10/11/2022	USD	331.71	B & B LOCK & SECURITY CHINO CA	10/25/2022
235569	2200124881	10/11/2022	USD	7,304.24	CINTAS CORPORATION- LOC#150 PHOENIX AZ	10/21/2022
235570	2200124882	10/11/2022	USD	12,287.00	CONCENTRA MEDICAL CENTERS RANCHO CUCAMONGA CA	10/17/2022
235571	2200124888	10/11/2022	USD	290.46	CUCAMONGA VALLEY WATER DISTRICTLOS ANGELES CA	10/19/2022
235572	2200124885	10/11/2022	USD	922.50	DENISE GONZALES ONTARIO CA	10/14/2022
235573	2200124886	10/11/2022	USD	172.50	ON CALL MECHANICAL SERVICES INFALLBROOK CA	10/20/2022
235574	2200124883	10/11/2022	USD	4,453.13	ORACLE AMERICA INC SAN FRANCISCO CA	10/17/2022
235575	2200124887	10/11/2022	USD	1,423.99	POWERHOUSE COMBUSTION AND MECHSANTA ANA CA	10/20/2022
235576	2200124879	10/11/2022	USD	12,045.00	PROJECT PARTNERS INC LAGUNA HILLS CA	10/18/2022
235577	2200124880	10/11/2022	USD	2,362.38	ROTORK CONTROLS INC ROCHESTER NY	10/19/2022
235578	2200124884	10/11/2022	USD	640.00	TECHNICAL SAFETY SERVICES INC BERKELEY CA	10/18/2022
235579	2200124878	10/11/2022	USD	30.00	THREE VALLEYS MWD CLAREMONT CA	10/20/2022
235580	2200124876	10/11/2022	USD	976.00	TRENCH SHORING COMPANY COMPTON CA	10/17/2022
235581	2200124930	10/12/2022	USD	750.00	GREATER ONTARIO BUSINESS COUNCONTARIO CA	11/01/2022
235582	2200124972	10/13/2022	USD	147.00	AQUATIC BIOSYSTEMS FORT COLLINS CO	10/26/2022
235583	2200124978	10/13/2022	USD	834.00	CONCENTRA MEDICAL CENTERS RANCHO CUCAMONGA CA	10/19/2022

Inland Empire Util.Agency
Chino, CA
Company code 1000

Check Register
CBB Disbursement Account -October '22

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Check						
Check number from to	Payment	Pmnt date	Crcy	Amount paid (FC)	Recipient/void reason code	Enca./void
235584	2200124973	10/13/2022	USD	1,373.26	GENERAL BOTTLE INC LOS ANGELES CA	10/19/2022
235585	2200124971	10/13/2022	USD	766.99	P L HAWN COMPANY INC HUNTINGTON BEACH CA	10/21/2022
235586	2200124976	10/13/2022	USD	40,562.50	PROJECT PARTNERS INC LAGUNA HILLS CA	10/18/2022
235587	2200124979	10/13/2022	USD	989.42	SUNBELT RENTALS INC FORT MILL SC	10/20/2022
235588	2200124977	10/13/2022	USD	57,718.89	U S BANK ST LOUIS MO	10/20/2022
235589	2200124980	10/13/2022	USD	487.12	VERIZON BUSINESS ALBANY NY	10/18/2022
235590	2200124975	10/13/2022	USD	13,979.30	VERIZON WIRELESS DALLAS TX	10/20/2022
235591	2200124974	10/13/2022	USD	4,956.78	WM CORPORATE SERVICES INC LOS ANGELES CA	10/21/2022
235592	2200125097	10/20/2022	USD	919.70	ASCI SECURITY IRVINE CA	10/27/2022
235593	2200125095	10/20/2022	USD	7,475.00	ASSOCIATION OF ASSET MGMT PROFFORT MYERS FL	10/28/2022
235594	2200125098	10/20/2022	USD	6,859.62	BURRTEC WASTE INDUSTRIES INC FONTANA CA	10/27/2022
235595	2200125096	10/20/2022	USD	7,000.00	CARPI & CLAY INC WASHINGTON DC	11/01/2022
235596	2200125085	10/20/2022	USD	243.92	CHINO HILLS FORD CHINO CA	10/26/2022
235597	2200125089	10/20/2022	USD	2,164.60	CINTAS CORPORATION- LOC#150 PHOENIX AZ	10/28/2022
235598	2200125084	10/20/2022	USD	3,979.46	CINTAS FIRST AID & SAFETY LOCCINCINNATI OH	10/28/2022
235599	2200125081	10/20/2022	USD	727.00	CITY OF CHINO CHINO CA	11/14/2022
235600	2200125090	10/20/2022	USD	375.00	CPS HUMAN RESOURCE SERVICES SACRAMENTO CA	10/25/2022
235601	2200125092	10/20/2022	USD	270.49	ELECT AIR FONTANA CA	10/25/2022
235602	2200125082	10/20/2022	USD	94.83	EXPRESS PIPE & SUPPLY LOS ANGELES CA	10/24/2022
235603	2200125100	10/20/2022	USD	922.62	FRANCHISE TAX BOARD SACRAMENTO CA	
235604	2200125099	10/20/2022	USD	6,854.54	FRONTIER COMMUNICATIONS CORP CINCINNATI OH	11/01/2022
235605	2200125088	10/20/2022	USD	10,694.35	GOURMET GOURMET CATERING INC UPLAND CA	10/28/2022
235606	2200125093	10/20/2022	USD	67.00	LITTLE SISTER'S TRUCK WASH, INFONTANA CA	11/16/2022
235607	2200125091	10/20/2022	USD	92.59	QUADIENT LEASING USA INC MILFORD CT	10/28/2022
235608	2200125080	10/20/2022	USD	2,835.17	REM LOCK & KEY ONTARIO CA	10/27/2022
235609	2200125094	10/20/2022	USD	1,000.00	TOTAL COMPENSATION SYSTEMS WESTLAKE VILLAGE CA	10/25/2022
235610	2200125087	10/20/2022	USD	3,351.50	V & A CONSULTING ENGINEERS OAKLAND CA	10/25/2022
235611	2200125083	10/20/2022	USD	14,563.44	VERIZON WIRELESS DALLAS TX	10/26/2022
235612	2200125086	10/20/2022	USD	1,192.28	WORLDWIDE EXPRESS PASADENA CA	10/25/2022
235613	2200125422	10/27/2022	USD	28,819.59	BANK OF AMERICA, N.A. CHARLOTTE NC	10/31/2022
235614	2200125412	10/27/2022	USD	989.77	CALIFORNIA NEWSPAPER SERVICE BLOS ANGELES CA	11/01/2022
235615	2200125417	10/27/2022	USD	848.66	CINTAS CORPORATION- LOC#150 PHOENIX AZ	11/04/2022
235616	2200125425	10/27/2022	USD	351.08	CITY OF CHINO CHINO CA	11/02/2022
235617	2200125410	10/27/2022	USD	1,131.72	FLW INC HUNTINGTON BEACH CA	11/03/2022
235618	2200125428	10/27/2022	USD	877.94	FRONTIER COMMUNICATIONS CORP CINCINNATI OH	11/07/2022
235619	2200125414	10/27/2022	USD	1,650.00	INDUSTRIAL HEARING & PULMONARYUPLAND CA	11/04/2022
235620	2200125423	10/27/2022	USD	902.95	KANDID GRAPHICS COVINA CA	11/02/2022
235621	2200125421	10/27/2022	USD	81.00	LITTLE SISTER'S TRUCK WASH, INFONTANA CA	11/16/2022
235622	2200125416	10/27/2022	USD	16,300.46	LOS SERRANOS GOLF & COUNTRY CLCHINO HILLS CA	11/09/2022
235623	2200125426	10/27/2022	USD	6,922.41	ONTARIO MUNICIPAL UTILITIES COONTARIO CA	11/02/2022
235624	2200125420	10/27/2022	USD	562.13	PACIFIC COAST PROPANE, LLC. ONTARIO CA	11/07/2022
235625	2200125424	10/27/2022	USD	5,106.25	POWERHOUSE COMBUSTION AND MECHSANTA ANA CA	11/03/2022
235626	2200125415	10/27/2022	USD	20,825.00	PROJECT PARTNERS INC LAGUNA HILLS CA	11/01/2022
235627	2200125418	10/27/2022	USD	89,791.94	U S BANK ST LOUIS MO	

Inland Empire Util. Agency
Chino, CA
Company code 1000

Check Register
CBB Disbursement Account -October '22

11/25/2022 / 14:28:42
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Acct number	CHECK	231167641				
Check						
Check number from to	Payment	Pmnt date	Crcy	Amount paid (FC)	Recipient/void reason code	Enca./void
235628	2200125419	10/27/2022	USD	11,408.81	UTILIQUEST LLC ALPHARETTA GA	11/07/2022
235629	2200125427	10/27/2022	USD	473.09	VERIZON BUSINESS ALBANY NY	11/01/2022
235630	2200125413	10/27/2022	USD	294.93	VERIZON WIRELESS DALLAS TX	11/04/2022
235631	2200125411	10/27/2022	USD	4,774.26	WM CORPORATE SERVICES INC LOS ANGELES CA	11/01/2022
* Payment method Check			USD	553,041.82		

Total of all entries

Check Register
CBB Disbursement Account -October '22

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Page: 4

Check number from to	Payment	Pmnt date	Crcy	Amount paid (FC)	Recipient/void reason code	Enca./void
**			USD	553,041.82		

Attachment 2B

Workers' Comp Checks

Inland Empire Util.Agency
Chino, CA
Company code 1000

Check Register
CBB Workers Compensation Account-Oct '22

11/25/2022 / 14:29:21
User: CCAMPBRL
Page: 1

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Bank Key	122234149					
Acct number	WCOM2	231159290				
Checks created manually						
Check number from to	Payment	Pmnt date	Crcy	Amount paid (FC)	Recipient/void reason code	Enca./void
100200	2200125866	10/05/2022	USD	2,550.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100201	2200125867	10/05/2022	USD	450.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100202	2200125868	10/05/2022	USD	125.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100203	2200125869	10/05/2022	USD	148.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100204	2200125870	10/05/2022	USD	11.30	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100205	2200125872	10/12/2022	USD	819.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100206	2200125873	10/12/2022	USD	1,753.21	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100207	2200125874	10/12/2022	USD	318.75	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100208	2200125875	10/12/2022	USD	74.50	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100209	2200125876	10/12/2022	USD	320.27	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100210	2200125877	10/12/2022	USD	125.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100211	2200125878	10/12/2022	USD	275.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100212	2200125879	10/19/2022	USD	274.96	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100213	2200125880	10/19/2022	USD	1,100.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100214	2200125881	10/19/2022	USD	706.60	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100215	2200125882	10/19/2022	USD	252.20	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100216	2200125883	10/19/2022	USD	968.50	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100217	2200125884	10/19/2022	USD	1,063.30	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100218	2200125885	10/19/2022	USD	874.60	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100219	2200125886	10/19/2022	USD	1,805.60	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100220	2200125887	10/19/2022	USD	630.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100221	2200125888	10/19/2022	USD	92.50	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100222	2200125889	10/19/2022	USD	9.56	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100223	2200125890	10/19/2022	USD	500.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100224	2200125891	10/19/2022	USD	450.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100225	2200125892	10/19/2022	USD	186.42	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100226	2200125894	10/26/2022	USD	2,516.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100227	2200125895	10/26/2022	USD	620.78	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100228	2200125896	10/26/2022	USD	1,265.10	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100229	2200125897	10/26/2022	USD	260.96	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100230	2200125898	10/26/2022	USD	180.98	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100231	2200125899	10/26/2022	USD	119.93	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100232	2200125900	10/26/2022	USD	1,185.54	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100233	2200125901	10/26/2022	USD	502.50	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100234	2200125902	10/26/2022	USD	125.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100235	2200125903	10/26/2022	USD	148.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100236	2200125904	10/26/2022	USD	250.00	YORK RISK SERVICES GROUP INC MEMPHIS TN	
100237	2200125905	10/26/2022	USD	40.29	YORK RISK SERVICES GROUP INC MEMPHIS TN	
* Payment method Checks created manually			USD	23,099.35		

Total of all entries

Check Register
CBB Workers Compensation Account-Oct '22

11/25/2022 / 14:29:21
User: CCAMPBRL
Page: 2

Check number from to	Payment	Pmnt date	Crcy	Amount paid (FC)	Recipient/void reason code	Enca./void
**			USD	23,099.35		

Attachment 2C

Vendor ACHs

Check	Payee / Description	Amount
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ACH	AQUA BEN CORPORATION	
	DAFT 4,600 Lbs. Hydrofloc 748E 44770	6,493.02
	RP1-18,400 lbs. Hydrofloc 750A 44771	27,359.88
	RP1-18,400 Lbs Hydrofloc 750A 44789	27,359.88
	DAFT-4,600 Lbs Hydrofloc 748E 44788	6,493.02
	RP1-18,400 lbs. Hydrofloc 750A 44812	27,359.88
	DAFT-4,600 Lbs Hydrofloc 748E 44811	6,493.02
		- - - - -
	AQUA BEN CORPORATION \$	101,558.70

ACH	HOME DEPOT CREDIT SERVICES	
	RP-1 MM Doorstop WO3430499 ERipley 8/25/ 2974307	54.31
	RP-5 MM Materials WO3433169 4623762	515.02
	RP-4 MM Materials 153154/540000 4516445	123.55
	RP-1 Ops Materials 0021370	649.81
	GWR Field Supplies DPuga 6/13 3541262	293.22
	Return ORG REC 46769 5/17/22 TA 3104058	214.42
	RP-1 MM Doorstop WO3430499 ERipley 8/25/ 2900783	33.86
		- - - - -
	HOME DEPOT CREDIT SERVICES \$	1,387.63

ACH	UNIVAR SOLUTIONS USA INC	
	TP1-12,380 Lbs Sodium Bisulfite 50553799	4,975.61
	TP1-12,380 Lbs Sodium Bisulfite 50582973	4,975.61
	CCWRP-12,295 Lbs Sodium Bisulfite 50575626	4,941.46
	TP1-11,810 Lbs Sodium Bisulfite 50564277	4,746.53
	Prado-12,485 Lbs Sodium Bisulfite 50590828	5,017.82
		- - - - -
	UNIVAR SOLUTIONS USA INC \$	24,657.03

ACH	CALIFORNIA WATER TECHNOLOGIES	
	RP1-17,021.76 Lbs Ferric Chloride 42496	8,130.65
	RP2-17,636.4 Lbs Ferric Chloride 42506	8,424.26
	RP2-17,885.6 Lbs Ferric Chloride 42568	8,543.27
	RP1-18,550.84 Lbs Ferric Chloride 42571	8,861.04
	RP2-17,104.56 Lbs Ferric Chloride 42631	8,170.20
	RP1-16,911.44 Lbs Ferric Chloride 42507	8,077.96
	RP1-18,711.68 Lbs Ferric Chloride 42553	8,937.88
	RP1-17,559.36 Lbs Ferric Chloride 42611	8,387.45
		- - - - -
	CALIFORNIA WATER TECHNOLOGIES \$	67,532.71

ACH	U S BANK - PAYMENT PLUS	
	104896 WESTERN WATER WORKS SUPPLY CO 2200123825	5,421.55
	100150 HARRINGTON INDUSTRIAL PLASTICS LL 2200122898	1,840.44
	100951 POLYDYNE INC 2200124217	65,288.96
	104896 WESTERN WATER WORKS SUPPLY CO 2200124218	372.60
	100150 HARRINGTON INDUSTRIAL PLASTICS LL 2200123103	319.10
	100319 MISSION REPROGRAPHICS 2200122899	421.30
	101706 CALOLYMPIC SAFETY 2200123104	119.56
	100150 HARRINGTON INDUSTRIAL PLASTICS LL 2200123824	9,520.33
	104896 WESTERN WATER WORKS SUPPLY CO 2200122984	2,145.74
	100150 HARRINGTON INDUSTRIAL PLASTICS LL 2200122983	609.23
	105133 BIRMINGHAM CONTROLS INC 2200122900	14,530.45
	105213 BAVCO 2200124132	1,451.65
	100150 HARRINGTON INDUSTRIAL PLASTICS LL 2200124131	6,377.28
	107432 PMC ENGINEERING LLC 2200123826	1,967.97
		- - - - -

Check	Payee / Description		Amount
	U S BANK - PAYMENT PLUS	\$	110,386.16
ACH	CALTROL INC		
	Digital Valve Controller	CD99161505	4,941.33
	CALTROL INC	\$	4,941.33
ACH	HOME DEPOT CREDIT SERVICES		
	WO 3428904	9731594	150.82
	WO 3428904	8566513	471.28
	Lever Grease	8255197	40.92
	RP-5 E&I Industrial Shelf WO3433932	7614273	364.07
	WO 3428904	9896125	289.85
	WO 3428904	9613118	203.65
	WO 3428904	9787053	575.39
	HOME DEPOT CREDIT SERVICES	\$	2,095.98
ACH	J G TUCKER & SON INC		
	Cylinders,Ammonia	18343	926.45
	J G TUCKER & SON INC	\$	926.45
ACH	ROYAL INDUSTRIAL SOLUTIONS		
	Emergency Light	6441-1067791	732.70
	ROYAL INDUSTRIAL SOLUTIONS	\$	732.70
ACH	SOUTHWEST ALARM SERVICE		
	Monitoring 10/22 EN19001	078521	50.00
	SOUTHWEST ALARM SERVICE	\$	50.00
ACH	PACIFIC PARTS & CONTROLS		
	Prox Switches	37728844	1,808.43
	PACIFIC PARTS & CONTROLS	\$	1,808.43
ACH	PETE'S ROAD SERVICE		
	Flat Repair F/Veh 1912	617998-00	211.61
	Flat Repair F/Forklift	618447-00	215.78
	PETE'S ROAD SERVICE	\$	427.39
ACH	APPLEONE EMPLOYMENT SERVICES		
	Magalit,R-WE 7/16/22	01-6374204	379.40
	Magalit,R-WE 7/09/22	01-6366151	1,138.20
	Magalit,R-WE 07/02/22	01-6359713	1,517.60
	APPLEONE EMPLOYMENT SERVICES	\$	3,035.20
ACH	CDM SMITH INC		
	EN24002 5/29-7/2 Prof Svcs	90155519	4,915.35
	EN22044-8/19-5/22 Prof Svcs	90153013	71,876.63
	CDM SMITH INC	\$	76,791.98
ACH	AGILENT TECHNOLOGIES		
	Semi-volatiles Std	124121634	133.22

Check	Payee / Description	Amount
	Custom Inorganic Std 124180717	612.16
	AGILENT TECHNOLOGIES \$	745.38
ACH	ACCUSTANDARD INC	
	Volatile Organic Compounds 968073	240.32
	ACCUSTANDARD INC \$	240.32
ACH	CAROLLO ENGINEERS	
	RW15003/15004-8/22 Prof Svcs FB27050	25,979.70
	4600003017-1/22 Prof Svcs FB20096	8,480.50
	4600003017-2/1-8/31 Prof Svcs FB27713	3,294.75
	EN24001/EN24002-8/22 Prof Svcs FB27794	268,393.80
	EN11039-8/22 Prof Svcs FB27850	43,762.50
	CAROLLO ENGINEERS \$	349,911.25
ACH	INDUSTRIAL SUPPLY CO	
	Bolts,Drill Bits 7170	43.97
	INDUSTRIAL SUPPLY CO \$	43.97
ACH	CITY TOOL WORKS INC	
	Lathe & Modify Daft Transfer Pump 020437	460.00
	Modify Motor Shaft Key Ways 020515	240.00
	CITY TOOL WORKS INC \$	700.00
ACH	E S R I	
	7/22-7/23 ArcGIS Svc Maint Agrmt 94269949	17,300.00
	E S R I \$	17,300.00
ACH	BUTIER ENGINEERING INC	
	Prof Svcs 7/1-7/31 IEUA 001	1,290.00
	BUTIER ENGINEERING INC \$	1,290.00
ACH	ALFA LAVAL INC	
	Belt 282050662	3,018.83
	Belt 282052213	3,339.96
	ALFA LAVAL INC \$	6,358.79
ACH	NORSTAR PLUMBING & ENGINEERING	
	EN20022-Ret Rls 1-Final EN20022-RET R	9,833.89
	NORSTAR PLUMBING & ENGINEERING\$	9,833.89
ACH	CASC ENGINEERING AND CONSULTIN	
	RW15003.06-7/22 Prof Svcs 0046865	6,068.47
	EN0000000043-5/21 Prof Svcs 0044115	84.50
	CASC ENGINEERING AND CONSULTIN\$	6,152.97
ACH	W A RASIC CONSTRUCTION CO INC	
	EN21036.01-Ret Rls 1-Final EN21036-RET R	3,704.81
	Pipeline Leak RP1 22SX71 343893	31,194.80

Check Payee / Description	Amount
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W A RASIC CONSTRUCTION CO INC \$	34,899.61
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ACH	KENNEDY/JENKS CONSULTANTS INC		
	EN21056-7/1-7/29 Prof Svcs	156837	16,175.00
	EN21056-8/22 Prof Svcs	157682	19,361.25
			-- -- -- --
	KENNEDY/JENKS CONSULTANTS INC \$		35,536.25

ACH	HACH COMPANY		
	Prognosys Digital Sensors	13257433	2,783.33
	Consumable Solutions	13269689	2,497.12
	Total Bulk Dispenser	13258920	496.05
	Total Bulk Dispenser	13258922	165.35
	Chlorine	13257438	1,031.51
			-- -- -- --
	HACH COMPANY \$		6,973.36

ACH	CALIFORNIA HAZARDOUS SERVICES		
	Fuel Filtering/Tank Cleaning	69221	12,105.00
			-- -- -- --
	CALIFORNIA HAZARDOUS SERVICES \$		12,105.00

ACH	STANTEC CONSULTING INC		
	EN17082-6/25-7/29 Prof Svcs	1963065	872.00
			-- -- -- --
	STANTEC CONSULTING INC \$		872.00

ACH	NATIONAL CONSTRUCTION RENTALS		
	09/21/22 Serv One Time Pump	6719441	100.00
	09/21/22 Service on HR Trlr	6719065	290.78
			-- -- -- --
	NATIONAL CONSTRUCTION RENTALS \$		390.78

ACH	OLIN CORP		
	RP4 4,878 Gals. Sodium Hypochlorite	3000159846	8,092.38
	TP1-4,806 Gals Sodium Hypochlorite	3000160291	4,397.49
	TP1-4,856 Gals. Sodium Hypochlorite	3000158887	8,055.88
	TP1-4,834 Gals Sodium Hypochlorite	3000159386	8,019.38
	CCWRP-4,866 Gals Sodium Hypochlorite	3000158184	8,072.47
	TP1-4,916 Gals Sodium Hypochlorite	3000160292	8,155.42
	RP5 4,842 Gals. Sodium Hypochlorite	3000159388	8,032.65
	TP1-4,890 Gals Sodium Hypochlorite	3000158503	8,122.28
	CCWRP-4,854 Gals Sodium Hypochlorite	3000159387	8,052.56
			-- -- -- --
	OLIN CORP \$		69,000.51

ACH	CALIFORNIA STRATEGIES LLC		
	9/22 Prof Svcs	092228	7,500.00
			-- -- -- --
	CALIFORNIA STRATEGIES LLC \$		7,500.00

ACH	BIOTAGE LLC		
	Smp1 Cllct Chck Vlv & Rplcmnt Vlv Svc Kt 163616		842.12
			-- -- -- --
	BIOTAGE LLC \$		842.12

ACH	SAP AMERICA INC		
	BIS-6/24 Trng-GT EC70021711	201400106583	1,680.00

Check Payee / Description	Amount
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SAP AMERICA INC	\$	1,680.00
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ACH	CARRIER CORPORATION		
	RP5-7/22 PM Svcs for 7 Wall Pack Units	90216666	791.00
	8/22- 2 Yrs PM Agreement	90218649	11,354.00
	RP5-5/22 PM Svcs for 7 Wall Pack Units	90214550	733.00
	5/22 Svc Agrmt Maint	90214549	12,688.00
	7/22-2 Yr PM Agmt for 7 Locations	90216665	13,700.00
			- - - - -
	CARRIER CORPORATION	\$	39,266.00

ACH	ALTA FOODCRAFT		
	Sugar Packets	12243415	29.15
	HQA-Coffee, Sugar Packets, Filters	12232375	357.06
	Whs-Coffee, Hot Chocolate	12245509	94.16
			- - - - -
	ALTA FOODCRAFT	\$	480.37

ACH	SIEMENS INDUSTRY INC		
	RP1-Transmitter	5607584374	5,956.42
	Sunlid Remote	5607537131	379.28
	Sunlid Remote	5607537132	379.28
			- - - - -
	SIEMENS INDUSTRY INC	\$	6,714.98

ACH	TRICO CORPORATION		
	Desiccant Breather	207336	651.48
			- - - - -
	TRICO CORPORATION	\$	651.48

ACH	CIVIC PUBLICATIONS INC		
	6/19 Inland Valley Bulletin	1741	3,300.00
	8/22 Inland Valley Bulletin	1742	7,219.00
			- - - - -
	CIVIC PUBLICATIONS INC	\$	10,519.00

ACH	AUTOZONE PARTS INC		
	Gloves	5618707265	1,486.89
			- - - - -
	AUTOZONE PARTS INC	\$	1,486.89

ACH	CALIFORNIA WATER TECHNOLOGIES		
	Phills-18,989.08 Lbs Ferric Chloride Sol	42490	6,400.24
	RP1-17,463.68 Lbs Ferric Chloride	42645	8,341.75
			- - - - -
	CALIFORNIA WATER TECHNOLOGIES	\$	14,741.99

ACH	V3IT CONSULTING INC		
	SAP BASIS Support August 2022	V3IT2022IEUA0	384.25
	SAP BASIS Support July 2022	V3IT2022IEUA0	840.00
			- - - - -
	V3IT CONSULTING INC	\$	1,224.25

ACH	ARCADIS US INC		
	EN19001/EN19006-7/22 Prof Svcs	34317016	339,214.07
			- - - - -
	ARCADIS US INC	\$	339,214.07

Check	Payee / Description	Amount
ACH	MANAGED MOBILE INC	
	Repair Parts/Labor f/Veh 0700 IN00-0250446	1,654.65
	Repair Parts/Labor f/Veh 1911 IN00-0251029	646.02
		- - - - -
	MANAGED MOBILE INC \$	2,300.67
ACH	PRIORITY BUILDING SERVICES LLC	
	RP5 Construction Trailer Maint 84269	1,489.03
		- - - - -
	PRIORITY BUILDING SERVICES LLC\$	1,489.03
ACH	MWH CONSTRUCTORS INC	
	4600002851 07/22 Prof. Svcs 2022-30505777	23,263.47
	4600002851-5/22 Professional Services 2022-30505777	29,073.75
		- - - - -
	MWH CONSTRUCTORS INC \$	52,337.22
ACH	HARINGA COMPRESSOR INC	
	RP1-Gasket 28208	334.67
		- - - - -
	HARINGA COMPRESSOR INC \$	334.67
ACH	AMAZON BUSINESS	
	Strainers,Glass Beaker Set 1K4R-7NRH-13Y	136.20
	Tapes,Namplate Holders 14PP-6PQJ-DHN	140.98
	Strainers 1RT1-6HQQ-FLV	28.00
		- - - - -
	AMAZON BUSINESS \$	305.18
ACH	WESTLAND GROUP INC	
	EN11039 Prof. Services 08/04-08/23 23807	4,507.50
		- - - - -
	WESTLAND GROUP INC \$	4,507.50
ACH	EHS INTERNATIONAL INC	
	8/24 Defensive Driving Training 3-19629	1,800.00
	9/8 Defensive Driver Training 3-19635	1,800.00
	9/6 Defensive Driver Training 3-19633	1,800.00
	9/1 Defensive Driver Training 3-19632	1,800.00
	8/30 Defensive Driver Training 3-19631	1,800.00
	8/25 Defensive Driver Training 3-19630	1,800.00
	8/25 Electrical Safety Awareness Trainin 3-19524	1,500.00
	8/25 Electrical Safety Awareness Trainin 3-19523	1,500.00
	8/25 Electrical Safety Awareness Trainin 3-19521	1,500.00
	9/27 Electrical Safety Awareness Trainin 3-19690	1,500.00
	9/7 Defensive Driver Training 3-19364	1,800.00
		- - - - -
	EHS INTERNATIONAL INC \$	18,600.00
ACH	THE SOLIS GROUP	
	RW15003.05 7/22 Prof Svcs 9190	1,484.00
	RW15003.05 8/1-8/31 Prof Svcs 9345	1,484.00
	RW15003.06 8/22 Prof Svcs 9347	2,967.00
		- - - - -
	THE SOLIS GROUP \$	5,935.00
ACH	WATER SYSTEMS CONSULTING INC	
	EN22041-7/1-7/31 Prof Svcs 7064	10,695.00
		- - - - -

Check	Payee / Description	Amount
	WATER SYSTEMS CONSULTING INC \$	10,695.00
ACH	BUCKNAM INFRASTRUCTURE GROUP I	
	PA20003-7/22 Prof Svcs 358-04.07	18,916.71
	EN22027-7/22 Parking Lot Study 358-05.04R	45.50
	BUCKNAM INFRASTRUCTURE GROUP I\$	18,962.21
ACH	SMARTCOVER SYSTEMS	
	Custom Length Cable,Relocation of Unit 23330	2,206.84
	SMARTCOVER SYSTEMS \$	2,206.84
ACH	WOOD ENVIRONMENT & INFRASTRUCT	
	EE&CM-2/26-3/25 Project/Admin Staff Svcs S49835257	19,458.00
	EE&CM-6/25-7/29 Project/Admin Staff Svcs S49835593	26,257.00
	WOOD ENVIRONMENT & INFRASTRUCT\$	45,715.00
ACH	INLAND EMPIRE WINDUSTRIAL CO	
	UNION IMP 042215 01	247.34
	In Bound Freight 041337 03	0.01
	INLAND EMPIRE WINDUSTRIAL CO \$	247.35
ACH	MULTIVISTA	
	EN19001 Multivista Inv 1833- Revised 1833R1	100.00
	MULTIVISTA \$	100.00
ACH	CASAMAR GROUP LLC	
	EN19001/EN19006-8/22 Prof Svcs 13190	16,024.92
	CASAMAR GROUP LLC \$	16,024.92
ACH	PHENOMENEX INC	
	Strata PFAS,Strata SDBL,12port Vacuum CIUS-22064899	4,476.84
	PHENOMENEX INC \$	4,476.84
ACH	UNITED DIESEL SERVICE INC	
	DPF Cleaning 072813	2,025.00
	UNITED DIESEL SERVICE INC \$	2,025.00
ACH	CCS LEARNING ACADEMY	
	8/25 Wellness Webinar Svcs 129147	200.00
	CCS LEARNING ACADEMY \$	200.00
ACH	SO CALIF EDISON	
	PrdLS-8/29-9/28 34 Johnson-Pine 8000032094 9/	78.68
	CCWRP/TP-8/26-9/26 14950 Telephone Ave 8003543714 9/	30.68
	TrnrBsnRW-8/29-9/27 1063 Turner Ave 8004601423 9/	26.96
	Trnr3&4-8/29-9/27 916 Archibald Ave 8001265279 9/	91.59
	CCWRP/TP/RWPS-8/26-9/26 14950 Telephone 8004814080 9/	98,160.93
	RP1/RP5/8thStBsn-8/31-9/29 8865 Kimball/ 0389324092 9/	82.72
	1630WPmpStn-8/26-9/26 1530 6th St 8004881955 9/	16,261.25
	PrdDchlStn-8/30-9/28 34 Johnson-Pine 8000932049 9/	696.42

Check	Payee / Description		Amount
	8thStBsn-8/26-9/26 1180 8th St	8000035339 9/	129.86
	SO CALIF EDISON	\$	115,559.09
ACH	SO CALIF GAS		
	RP2Dg-9/1-10/1 16400 El Prado Rd	14944655 9/22	326.79
	Lab-8/30-9/29 2450 Phila St	15577783 9/22	14.79
	RP1Cmplx-8/30-9/29 2450 Phila St	12140888 9/22	45.78
	CCWRP/TP-8/31-9/30 14950 Telephone Ave	14959861 9/22	17.18
	RP5-8/29-9/28 6075 Kimball Ave	13619305 9/22	1,886.02
	TP5-8/29-9/28 6075 Kimball Ave	15579076 9/22	21.94
	HQA/B-8/29-9/28 6075 Kimball Ave	15729783 9/22	123.27
	SO CALIF GAS	\$	2,435.77
ACH	IEUA EMPLOYEES' ASSOCIATION		
	P/R 20 10/7/22 Employee Ded	HR 0108800	177.00
	IEUA EMPLOYEES' ASSOCIATION	\$	177.00
ACH	IEUA SUPERVISORS UNION ASSOCIA		
	P/R 20 10/7/22 Employee Ded	HR 0108800	345.00
	IEUA SUPERVISORS UNION ASSOCIA	\$	345.00
ACH	IEUA GENERAL EMPLOYEES ASSOCIA		
	P/R 20 10/7/22 Employee Ded	HR 0108800	944.10
	IEUA GENERAL EMPLOYEES ASSOCIA	\$	944.10
ACH	INLAND EMPIRE UNITED WAY		
	P/R 20 10/7/22 Employee Ded	HR 0108800	21.00
	INLAND EMPIRE UNITED WAY	\$	21.00
ACH	IEUA PROFESSIONAL EMPLOYEES AS		
	P/R 20 10/7/22 Employee Ded	HR 0108800	660.00
	IEUA PROFESSIONAL EMPLOYEES AS	\$	660.00
ACH	WEX HEALTH INC		
	P/R 20 10/7/22 Cafeteria Plan	HR 0108800	4,358.95
	WEX HEALTH INC	\$	4,358.95
ACH	CITY EMPLOYEES ASSOCIATES		
	P/R 20 10/7/22 Employee Ded	HR 0108800	352.50
	CITY EMPLOYEES ASSOCIATES	\$	352.50
ACH	HOME DEPOT CREDIT SERVICES		
	RP-1 MM Pipe Wrench 141151/503000	7613813	53.44
	HOME DEPOT CREDIT SERVICES	\$	53.44
ACH	NAPA GENUINE PARTS COMPANY		
	RP-4 MM Battery/Deposit WO3433200	192580	1,417.67
	Adapter Wire WO#3432814	4584-378824	14.92

Check	Payee / Description	Amount
	NAPA GENUINE PARTS COMPANY \$	1,432.59
ACH	ROYAL INDUSTRIAL SOLUTIONS	
	Diagnostic Station 6441-1052748	722.49
	Cable, Fuse 6441-1069093	14.76
		- - - - -
	ROYAL INDUSTRIAL SOLUTIONS \$	737.25
ACH	GRAINGER INC	
	Receptacle 9450228680	41.61
	Connectors, Screw, Clamp Meter 9441849008	1,178.34
	Bushings 9441849016	62.23
	Disposable Gloves 9441849032	245.56
	Flashlight, Sealant, Hose Nozzle, Cable Tie 9442702180	679.64
	Insulation Multimeter 9442495660	1,262.45
	Pin & Sleeve Plug Returned To Vendor 9296762207	348.42
		- - - - -
	GRAINGER INC \$	3,121.41
ACH	CUCAMONGA VALLEY WATER DISTRIC	
	MWD Pass Thru - Leak Reporting App MWD PASS THRU	6,000.00
	MWD Pass Thru - Wtr Usage in Your Hand A MWD PASS THRU	41,500.00
		- - - - -
	CUCAMONGA VALLEY WATER DISTRIC\$	47,500.00
ACH	CHINO BASIN WATERMASTER	
	50% Cost Sharing-PBHSP WEI 2049998 2022-07-B	2,326.63
	67% Cost Sharing-Salinity Mgmt Plan WEI 2022-07-C	1,278.60
	100% IEUA WSI Program WYI 2050277 2022-07-D	5,617.25
		- - - - -
	CHINO BASIN WATERMASTER \$	9,222.48
ACH	MCMASTER-CARR SUPPLY CO	
	V-Belts 85456501	232.51
		- - - - -
	MCMASTER-CARR SUPPLY CO \$	232.51
ACH	TOM DODSON & ASSOCIATES	
	4600002931 8/22 Prof Svcs IE-362-1	900.00
		- - - - -
	TOM DODSON & ASSOCIATES \$	900.00
ACH	BABCOCK LABORATORIES, INC	
	9/7/22 Finance Fees SIN108316	10.00
		- - - - -
	BABCOCK LABORATORIES, INC \$	10.00
ACH	NORSTAR PLUMBING & ENGINEERING	
	RP1 Leak Repair -EN23019.01 T.O. 0006 EN23019.01	20,336.46
		- - - - -
	NORSTAR PLUMBING & ENGINEERING\$	20,336.46
ACH	KENNEDY/JENKS CONSULTANTS INC	
	Kennedy Jenks WUE Support thru 8/26/22 158056	2,362.24
		- - - - -
	KENNEDY/JENKS CONSULTANTS INC \$	2,362.24
ACH	SWRCB ACCOUNTING OFFICE	
	*SRF Rpymt #2 C068235-150-Princ/Int 8235-150-22-2	136,882.65

Check Payee / Description	Amount
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SWRCB ACCOUNTING OFFICE	\$	136,882.65
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ACH	MONTE VISTA WATER DISTRICT		22,144.59
	MWD Pass Thru - Drought Enforcement Outr MWD PASS THRU		22,144.59
	MONTE VISTA WATER DISTRICT	\$	22,144.59

ACH	PEST OPTIONS INC		4,302.93
	Agency Wide weed SEP/22	408487	
	PEST OPTIONS INC	\$	4,302.93

ACH	WESTECH ENGINEERING INC		5,200.00
	Onsite Field Service	87719	
	WESTECH ENGINEERING INC	\$	5,200.00

ACH	OLIN CORP		7,982.88
	TP1-4,812 Gals. Sodium Hypochlorite	3000162471	8,135.51
	TP1-4,904 Gals Sodium Hypochlorite	3000161415	8,112.28
	RP5-4,890 Gals Sodium Hypochlorite	3000161937	8,042.61
	TP1-4,848 Gals Sodium Hypochlorite	3000161938	8,142.15
	CCWRP-4,908 Gals Sodium Hypochlorite	3000161936	8,132.19
	RP4-4,902 Gals. Sodium Hypochlorite	3000162472	8,075.78
	CCWRP-4,868 Gals Sodium Hypochlorite	3000163621	8,099.01
	CCWRP-4,882 Gals Sodium Hypochlorite	3000160769	8,026.01
	TP1-4,838 Gals. Sodium Hypochlorite	3000161032	8,284.67
	TP1-4,710 Gals Sodium Hypochlorite	3000162937	8,132.19
	RP4 4,902 Gals. Sodium Hypochlorite	3000161416	7,986.20
	RP5-4,814 Gals Sodium Hypochlorite	3000163622	
	OLIN CORP	\$	97,151.48

ACH	MICROSOFT CORPORATION		6,785.11
	8/1-8/31 Microsoft Azure Standard, VMs	G014184480	6,341.34
	7/1-7/31 Microsoft Azure Standard/Virtua	G013034422	
	MICROSOFT CORPORATION	\$	13,126.45

ACH	CONSERV CONSTRUCTION INC		43,796.20
	WR22019/WR21019-9/30/22 Prof Svcs-Smll S 1972		48,387.50
	WR21025-9/30/22 Prof Svcs-Tune-up Progra 1973		23,227.47
	WR21006-9/30/22 Prof Svcs - Lrg Lndscp R 1971		
	CONSERV CONSTRUCTION INC	\$	115,411.17

ACH	TITUS INDUSTRIAL GROUP INC		28,500.70
	16 'IEUA SEWER' Manhole Covers, Locks	10018	603.68
	RP1-8 Composite Cover TwistLifts	10132	16,076.71
	Manhole Cover and Frame with Gasket	10203	
	TITUS INDUSTRIAL GROUP INC	\$	45,181.09

ACH	PACIFIC COURIERS INC		2,475.00
	September 2022 Courier Service	22-09-2007	
	PACIFIC COURIERS INC	\$	2,475.00

Check	Payee / Description	Amount
ACH	MWH CONSTRUCTORS INC 4600002851-8/1-8/31 Prof Svcs 2022-30505777	21,532.86
	MWH CONSTRUCTORS INC \$	21,532.86
ACH	KEARNS & WEST 8/1-8/31 Prof Svcs 021664	15,683.68
	KEARNS & WEST \$	15,683.68
ACH	LA OPINION Sept half vertical 107290922	1,100.00
	LA OPINION \$	1,100.00
ACH	WOOD ENVIRONMENT & INFRASTRUCT EE&CM-6/25-7/29 Project/Admin Staff Svcs S49835594	27,186.00
	5/28-6/24 Project/Adm. Staff Svcs S49835515	2,208.00
	EE&CM-5/28-6/24 Project/Adm. Staff Svcs S49835514	11,748.00
	EE&CM-05/28-6/24 Project/Admin Staff Srv S49835518	9,246.00
	5/28-6/24 Project/Adm. Staff Svcs S49835517	9,039.00
	EE&CM-6/25-7/29 Project/Admin Staff Svcs S49835592	15,664.00
	WOOD ENVIRONMENT & INFRASTRUCT\$	75,091.00
ACH	STAPLES CONTRACT & COMMERCIAL Pens, Calculator 3516428550	89.56
	STAPLES CONTRACT & COMMERCIAL \$	89.56
ACH	MULTIVISTA EN19001/EN19006-8/19-9/15 Professional S 1835	3,507.36
	MULTIVISTA \$	3,507.36
ACH	PILLSBURY WINTHROP SHAW PITIMA Professional Service Aug/22 8493932	4,200.00
	PILLSBURY WINTHROP SHAW PITIMA\$	4,200.00
ACH	ADAM'S FALCONRY SERVICE LLC 9/22 Bird Control Svcs 17233	1,300.00
	ADAM'S FALCONRY SERVICE LLC \$	1,300.00
ACH	CISION US INC ExtAffs-Any Domestic Wire State & Local INVUS60115277	279.00
	ExtAffs-Any Domestic Wire State & Local INVUS60115558	1,678.00
	CISION US INC \$	1,957.00
ACH	SHELL ENERGY NORTH AMERICA LP RP1/RP2/RP5/CCWRP-8/1-8/31 Power Usage 202208	395,897.26
	SHELL ENERGY NORTH AMERICA LP \$	395,897.26
ACH	FOUNDATION HA ENERGY GENERATIO RP4/RWPS-9/1-9/30 2811 6th St-Wind Power 3546	2,605.04
	RP4/RWPS-8/1-8/31 2811 6th St-Wind Power 3531	4,318.45

Check	Payee / Description	Amount
	RP4/RWPS-7/1-7/31 2811 6th St-Wind Power 3515	5,003.81
	RP4/RWPS-6/1-6/30 2811 6th St-Wind Power 3501	5,411.92
	FOUNDATION HA ENERGY GENERATIO\$	17,339.22
ACH	BENEFIT COORDINATORS CORPORATI	
	9/22 LTD,Agency Pd Life,Employee Pd Life 11649	16,153.55
	BENEFIT COORDINATORS CORPORATI\$	16,153.55
ACH	IEUA EMPLOYEES' ASSOCIATION	
	P/R DIR 10 10/7/22 Employee Ded HR 0108900	12.00
	IEUA EMPLOYEES' ASSOCIATION \$	12.00
ACH	WESTERN DENTAL PLAN	
	9/22 Agency Dental Plan 9/22	1,928.02
	WESTERN DENTAL PLAN \$	1,928.02
ACH	COLONIAL LIFE & ACCIDENT INSUR	
	10/22 Disability,Cancer,Universal/Term L 7274194100178	229.57
	COLONIAL LIFE & ACCIDENT INSUR\$	229.57
ACH	WEX HEALTH INC	
	August 2022 Admin Fees 0001583933-IN	228.00
	WEX HEALTH INC \$	228.00
ACH	BENEFIT COORDINATORS CORPORATI	
	10/22 Agency Dental Plan B06W1C	19,334.20
	BENEFIT COORDINATORS CORPORATI\$	19,334.20
ACH	LEGALSHIELD	
	8/22 Employee Prepaid Legal Services 8/22	179.40
	LEGALSHIELD \$	179.40
ACH	CAMACHO, MICHAEL	
	Camacho,M-ExpRpt-9/27-9/29 World Water-T 9/27-29 WRLD	781.24
	CAMACHO, MICHAEL \$	781.24
ACH	AQUA BEN CORPORATION	
	DAFT-13,800 Lbs Hydrofloc 748E 44862	19,479.05
	RP1-23,000 Lbs Hydrofloc 750A 44863	34,199.85
	DAFT-4,600 Lbs Hydroflo 748E 44838	6,493.02
	RP1-18,400 Lbs Hydrofloc 750A 44839	27,359.88
	AQUA BEN CORPORATION \$	87,531.80
ACH	HOME DEPOT CREDIT SERVICES	
	WHSE Buckets INVENTORY1001783 1901336	236.19
	RP-5 WO3429457 4014187	310.88
	HOME DEPOT CREDIT SERVICES \$	547.07

Check	Payee / Description	Amount
ACH	ROYAL INDUSTRIAL SOLUTIONS Modem Cable 6441-1069140	30.65
	ROYAL INDUSTRIAL SOLUTIONS \$	30.65
ACH	SOUTHWEST ALARM SERVICE Professional Service Aug/22 078522	3,015.19
	SOUTHWEST ALARM SERVICE \$	3,015.19
ACH	UNDERGROUND SERVICE ALERT/SC Cal State Fee for Regulatory coast 22-2300213	146.24
	UNDERGROUND SERVICE ALERT/SC \$	146.24
ACH	GRAINGER INC Connector 9457437318	24.24
	Spill Kit 9454782880	1,491.78
	Connector,Reducing Unions 9457284702	229.37
	Water Pressure Reducing Valves 9456707455	1,116.16
	GRAINGER INC \$	2,861.55
ACH	APPLEONE EMPLOYMENT SERVICES Espinoza,K/Stevenson,B-WE 07/30/22 01-6384224	3,416.68
	Espinoza,K/Stevenson,B-WE 08/06/22 01-6392051	4,146.64
	Espinoza,K/Stevenson,B-WE 08/13/22 01-6397722	4,146.64
	Espinoza,K/Stevenson,B-WE 08/20/22 01-6404681	3,805.18
	Espinoza,K/Stevenson,B-WE 08/27/22 01-6411085	4,146.64
	Espinoza,K/Stevenson,B-WE 09/03/22 01-6419471	3,109.98
	Espinoza,K/Stevenson,B-WE 09/10/22 01-6423928	3,109.98
	Espinoza,K/Stevenson,B-WE 09/17/22 01-6431290	4,146.64
	Espinoza,K/Stevenson,B-WE 09/24/22 01-6435192	4,146.64
	APPLEONE EMPLOYMENT SERVICES \$	34,175.02
ACH	FLUID COMPONENTS INTERNATIONAL Repair Flowmeter 1147080	10,937.18
	FLUID COMPONENTS INTERNATIONAL\$	10,937.18
ACH	DELL MARKETING L P Dell Latitude 5530,7430 BTX 10611429636	49,059.80
	DELL MARKETING L P \$	49,059.80
ACH	AMETEK BROOKFIELD RP1-Svcs,Sensor Cable,Tee 810699	1,874.40
	AMETEK BROOKFIELD \$	1,874.40
ACH	KONICA MINOLTA BUSINESS SOLUTI 8/27-9/26 Maintenance Agreement 9008874561	208.61
	8/27-9/26 Maintenance Agreement 9008875847	732.99
	KONICA MINOLTA BUSINESS SOLUTI\$	941.60
ACH	AGILENT TECHNOLOGIES Acrolein and Acrylonitrile 124224142	47.63

Check	Payee / Description		Amount
	Organic Compounds	124215167	764.01
	Repeller Insulator, Filament, Syringe	124215516	1,308.70
	AGILENT TECHNOLOGIES	\$	2,120.34
ACH	INDUSTRIAL SUPPLY CO		
	RP-1 MM Materials WO3422232 R Selio 2/25/ 6150		64.97
	INDUSTRIAL SUPPLY CO	\$	64.97
ACH	RESTEK CORP		
	Guard Column, Connector	CD50285964	989.13
	Tedlar Bags	CD50299934	3,209.11
	RESTEK CORP	\$	4,198.24
ACH	PALM AUTO DETAIL INC		
	Aug. Service	22899-2	2,770.00
	PALM AUTO DETAIL INC	\$	2,770.00
ACH	GOLDEN STATE LABOR COMPLIANCE		
	PA17006-9/22 Prof Svcs	09.2022.33	2,825.00
	GOLDEN STATE LABOR COMPLIANCE	\$	2,825.00
ACH	STANTEC CONSULTING INC		
	EN17082 5/28-6/24 Prof Svcs	1953606	3,136.10
	EN22037 9/22 Prof Svcs	1984254	12,245.00
	STANTEC CONSULTING INC	\$	15,381.10
ACH	RSD		
	Oil Pump, Refrigeration Oil	55376322-00	245.24
	Diffuser, Wires	55375869-00	489.56
	RSD	\$	734.80
ACH	OLIN CORP		
	RP1-4,834 Gals Sodium Hypochlorite	900190914	8,019.38
	OLIN CORP	\$	8,019.38
ACH	ENVIRONMENTAL WATER SOLUTIONS		
	Flame Arrester Kit 6"	5489237	6,221.26
	ENVIRONMENTAL WATER SOLUTIONS	\$	6,221.26
ACH	SIEMENS INDUSTRY INC		
	Hart Module	5607446512	3,068.72
	SIEMENS INDUSTRY INC	\$	3,068.72
ACH	BIG SKY ELECTRIC INC		
	6/22 Prof Svcs	22-025-01	5,196.24
	BIG SKY ELECTRIC INC	\$	5,196.24
ACH	GHD INC		

Check	Payee / Description		Amount
	TO #17-7/22 Prof Svcs	380-0017684	4,074.05
	EN19025-7/31-8/27 Prof Svcs	380-0018877	6,862.50
	EN22031-8/22 Prof Svcs	380-0018889	12,188.64
		- - - - -	-
	GHD INC	\$	23,125.19
ACH	V3IT CONSULTING INC		
	SAP BASIS Support August 2022	V3IT2022IEUA0	6,184.00
	SAP BASIS Support July 2022	V3IT2022IEUA0	6,184.00
	September 2022 SAP Basis Support	V3IT2022IEUA1	6,184.00
		- - - - -	-
	V3IT CONSULTING INC	\$	18,552.00
ACH	ARCADIS US INC		
	WRC-8/22 Prof Svcs	34321742	31,797.85
	EN19001/EN19006-8/22 Prof Svcs	34320623	389,556.48
		- - - - -	-
	ARCADIS US INC	\$	421,354.33
ACH	WESTERN AUDIO VISUAL		
	Boardroom Monitors	17033	3,565.52
		- - - - -	-
	WESTERN AUDIO VISUAL	\$	3,565.52
ACH	MANAGED MOBILE INC		
	BIT Safety Inpsection f/VQUI1601	IN00-0248139	270.30
		- - - - -	-
	MANAGED MOBILE INC	\$	270.30
ACH	WALLACE & ASSOCIATES CONSULTIN		
	Professional Service JUL/22	W800604	30,825.00
		- - - - -	-
	WALLACE & ASSOCIATES CONSULTIN	\$	30,825.00
ACH	PRIORITY BUILDING SERVICES LLC		
	RP5-September 2022 Prof Svcs	85112	1,489.03
	HQA-September Janitorial Services	85110	21,488.94
		- - - - -	-
	PRIORITY BUILDING SERVICES LLC	\$	22,977.97
ACH	MWH CONSTRUCTORS INC		
	EN19001 MWH Inv 2022-30505777.1-14	2022-30505777	21,031.26
	4600002851-5/22 Professional Services	2022-30505777	21,568.20
	4600002851-8/1-/31 Prof Svcs	2022-30505777	25,227.51
		- - - - -	-
	MWH CONSTRUCTORS INC	\$	67,826.97
ACH	WATER SYSTEMS CONSULTING INC		
	Water Resource Program Definition Prof S 7180		19,922.50
	Water Resource Program Definition Prof S 7126		34,040.00
		- - - - -	-
	WATER SYSTEMS CONSULTING INC	\$	53,962.50
ACH	VALUED ENGINEERNG INC		
	EN20040-7/1-9/30 Prof Svcs	1071901-05	1,500.00
		- - - - -	-
	VALUED ENGINEERNG INC	\$	1,500.00
ACH	WOOD ENVIRONMENT & INFRASTRUCT		

Check	Payee / Description	Amount
	5/28-6/24 Project/Adm. Staff Svcs S49835516	16,275.00
	Professional Services 11/05 11/26/21 S49834967	14,707.00
	EE&CM-6/25-7/29 Project/Admin Staff Svcs S49835595	26,496.00
		- - - - -
	WOOD ENVIRONMENT & INFRASTRUCT\$	57,478.00
ACH	STAPLES CONTRACT & COMMERCIAL	
	Printed Material 3519548939	29.30
	Push Pins 3513993634	8.82
		- - - - -
	STAPLES CONTRACT & COMMERCIAL \$	38.12
ACH	HILLMANN CONSULTING LLC	
	FM22002 Hillman Consulting 95310	5,880.00
		- - - - -
	HILLMANN CONSULTING LLC \$	5,880.00
ACH	SO CALIF GAS	
	RP1-9/1-10/1 2450 Phila St 11336197 9/22	50.00
	RP1-9/1-10/1 2450 Phila St 5300510 9/22	105.39
		- - - - -
	SO CALIF GAS \$	155.39
ACH	SHELL ENERGY NORTH AMERICA LP	
	9/22 Gas Cmmnty-Core,7/22 Adj 1100002880309	6,440.17
		- - - - -
	SHELL ENERGY NORTH AMERICA LP \$	6,440.17
ACH	SOLAR STAR CALIFORNIA V LLC	
	RP1-7/1-7/31 2450 Phila St E02M0615-5744	30,239.92
	RP5/TP5/HQA/B-6/1-6/30 6075 Kimball Ave E02M0614-4387	12,249.63
	CCWRP/TP/RWPS-7/1-7/31 14950 Telephone A E02M0613-5744	12,484.44
		- - - - -
	SOLAR STAR CALIFORNIA V LLC \$	54,973.99
ACH	HEREDIA, JOSE	
	Emp Assist PC Loan Purchase PCLOAN3	1,222.70
		- - - - -
	HEREDIA, JOSE \$	1,222.70
ACH	ALLIED ELECTRONICS & AUTOMATIO	
	Through Beam Sensor 9016890432	1,256.05
		- - - - -
	ALLIED ELECTRONICS & AUTOMATIO\$	1,256.05
ACH	AQUA BEN CORPORATION	
	RP2-23,000 Lbs Hydrofloc 748E 44901	32,465.08
	DAFT-4,600 Lbs Hydrofloc 748E 44898	6,493.02
	RP1-18,400 Lbs Hydrofloc 750A 44899	27,359.88
	DAFT-4,600 Lbs Hydrofloc 748E 44934	6,493.02
	RP1-18,400 Hydrofloc 750A 44935	27,359.88
		- - - - -
	AQUA BEN CORPORATION \$	100,170.88
ACH	HOME DEPOT CREDIT SERVICES	
	WHSE WD40 INVENTORY1000140 8902664	412.73
	RP1Mnt-Items Not Rec'd, See CM 3754422 6923903	976.22
	RP1Mnt-Items Not Rec'd, See Inv 6923903 3754422	976.22-
	RW-Tarps,Crocodile Cloths,Paracord,Velcr 7533179	121.37

Check	Payee / Description		Amount
	RW-100' Extention Cord,Latch & Stack Tot 0532773		162.12
	RW-Tag Cooler,Adj Folding Table,Foam Mat 5534688		200.86
		- - - - -	
	HOME DEPOT CREDIT SERVICES	\$	897.08
ACH	ROYAL INDUSTRIAL SOLUTIONS		
	Adapter Frame,Overload Relays 6441-1070111		131.26
	Conduit Body,Sealtight Connector 6441-1068801		385.21
		- - - - -	
	ROYAL INDUSTRIAL SOLUTIONS	\$	516.47
ACH	UNDERGROUND SERVICE ALERT/SC		
	January 2022-253 Dig Alerts 120220338		427.45
	June 2022-269 Dig Alerts 620220337		453.85
	May 2022-299 Dig Alerts 520220340		503.35
	July 2022-248 Dig Alerts 720220339		444.00
	2021 Dig Safe Board CA Regulatory Fee - 22-2301040		146.24
	2021 Dig Safe Board CA Regulatory Fee - 22-2300630		146.24
	2021 Dig Safe Board CA Regulatory Fee - DSB20210475		141.95
	2021 Dig Safe Board CA Regulatory Fee - DSB20211074		141.95
	2021 Dig Safe Board CA Regulatory Fee - DSB20210173		141.95
	2021 Dig Safe Board CA Regulatory Fee - DSB20210777		141.95
	2021 Dig Safe Board CA Regulatory Fee - DSB20211656		141.95
	2021 Dig Safe Board CA Regulatory Fee - DSB20211365		141.95
	April 2022-226 Dig Alerts 420220340		382.90
	March 2022-285 Dig Alerts 320220338		480.25
	August 2022-248 Dig Alerts 820220349		444.00
	September 2022-242 Dig Alerts 920220351		433.50
	February 2022-235 Dig Alerts 220220339		397.75
		- - - - -	
	UNDERGROUND SERVICE ALERT/SC	\$	5,111.23
ACH	WAXIE SANITARY SUPPLY		
	Kitchen Towels,Enmotion Towels 81237641		2,067.50
	Paper Hot Cups,Lids,Cup Sleeves 81237748		647.69
	Lids 81231551		240.23
		- - - - -	
	WAXIE SANITARY SUPPLY	\$	2,955.42
ACH	GRAINGER INC		
	Hex Key Set 9471992017		48.49
		- - - - -	
	GRAINGER INC	\$	48.49
ACH	APPLEONE EMPLOYMENT SERVICES		
	Espinoza,K/Stevenson,B-WE 10/08/22 01-6452525		4,146.64
		- - - - -	
	APPLEONE EMPLOYMENT SERVICES	\$	4,146.64
ACH	DELL MARKETING L P		
	Broadcom Dual Port 10620075302		796.27
		- - - - -	
	DELL MARKETING L P	\$	796.27
ACH	CHINO BASIN WATER CONSERVATION		
	WR21002-3 SFR Audits 452		714.00
	3 SFR Audits,6 CII Audits 449		2,478.00
		- - - - -	
	CHINO BASIN WATER CONSERVATION	\$	3,192.00

Check	Payee / Description	Amount
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ACH	KONICA MINOLTA	
	10/22 Lease Copiers 40922210	2,321.48
	10/22 Lease Copiers 40922209	2,204.67
		- - - - -
	KONICA MINOLTA \$	4,526.15

ACH	MCMaster-CARR SUPPLY CO	
	Cable Ties, Cord Grips, Pipe Fitting, Float 85391504	1,423.13
	Head Screws, Washer, Locknut, Stackable Bin 80510561	1,907.12
	Ballast, Light Bulb, Light Controls 85542985	936.38
	Pressure Gauge, Float Switches, Pipe Fitti 80457623	337.08
	Gauge, Pipe Fitting, Nipple, Hole Saw, Light 84666272	558.95
	Hose Fitting, Pipe Fitting, Head Screw, Hex 84753717	812.39
	Light Bulbs 85630349	299.13
	Hex Screws 84816682	11.03
	Hex Screws 84832117	34.26
	Swchrs, Trnsfrmr, Pnl, Wshdwn Ecnslr, Lns Cp 82818805	2,743.36
	DIN-Rail Mount AC Equipment Circuit Brea 83321897	108.77
	Torque Wrench, Telephone Cord 82770245	549.56
	Adapters, Sodium Bulbs, Desoldering Tool, S 82871425	1,105.45
	Differential Gauge, Fluke Multimeter, Clam 80749334	2,357.70
	Hole Punch, Connector, Hole Plugs, Saws, Con 84031358	1,393.48
	Hose Fitting, Screws, Hex Nuts, Washer, Clam 82936765	785.17
	RP1-Relay 83066104	117.77
		- - - - -
	MCMaster-CARR SUPPLY CO \$	15,480.73

ACH	RED WING SHOE STORE	
	Emp Safety Shoe Purchase(s) 133-1-174277	225.00
	Emp Safety Shoe Purchase(s) 314-1-15129	100.00
	Emp Safety Shoe Purchase(s) 133-2-63932	174.54
		- - - - -
	RED WING SHOE STORE \$	499.54

ACH	TOM DODSON & ASSOCIATES	
	4600002931 8/22 Prof Svcs IE-361-2	2,105.63
		- - - - -
	TOM DODSON & ASSOCIATES \$	2,105.63

ACH	MPS SECURITY	
	Sept 2022 Chino Wetlands Guard Service 2421	1,783.08
	Sept 2022 IEUA Rover Patrol Service 2422	11,625.12
	Sept 2022 RP1 Standing Guard Service 2423	6,486.48
		- - - - -
	MPS SECURITY \$	19,894.68

ACH	SCHNEIDER ELECTRIC SYSTEMS USA	
	8/14-11/13 IA/DCS Tech Support Svc Agrmn 94659158	22,833.26
		- - - - -
	SCHNEIDER ELECTRIC SYSTEMS USA\$	22,833.26

ACH	ROBERT HALF MANAGEMENT RESOURC	
	Soto, A-WE 9/16/22 60730361	2,334.85
	Soto, A-WE 9/30/22 60825233	2,590.00
		- - - - -
	ROBERT HALF MANAGEMENT RESOURC\$	4,924.85

ACH	RSD	
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Check	Payee / Description		Amount
	Filters	55376421-00	424.52
	Condenser Fan	55376504-00	124.89
			- - - - -
	RSD	\$	549.41
ACH	OLIN CORP		
	RP-5-4,824 Gals Sodium Hypochlorite	900190918	8,002.79
	RP1-4,932 Gals Sodium Hypochlorite	900190915	8,181.96
	RP1-4,854 Gals Sodium Hypochlorite	900191743	8,052.56
	RP5 4,878 Gals. Sodium Hypochlorite	3000160770	8,092.38
	RP1-4,878 Gals Sodium Hypochlorite	900190921	8,092.38
	RP1-4,874 Gals Sodium Hypochlorite	900190470	8,712.38
	CCWRP-4,418 Gals Sodium Hypochlorite	900190917	7,771.06
	RP4-4,882 Gals Sodium Hypochlorite	900190919	8,099.01
	CCWRP-4,860 Gals Sodium Hypochlorite	900191558	8,062.51
			- - - - -
	OLIN CORP	\$	73,067.03
ACH	TRICO CORPORATION		
	RP4 Oil Analysis	P63804	245.00
	RP5 Oil Analysis	P63785	350.00
	CCWRF Oil Analysis	P63781	455.00
	RP1 Oil Analysis	P63786	50.00
	RP5 Oil Analysis	P63802	175.00
	RP2 Oil Analysis	P63809	70.00
	CCWRF Oil Analysis	P63803	175.00
	CDA Oil Analysis	P63807	420.00
			- - - - -
	TRICO CORPORATION	\$	1,940.00
ACH	MICROAGE		
	Cisco IP Phone	2228885	3,528.97
			- - - - -
	MICROAGE	\$	3,528.97
ACH	CALIFORNIA WATER TECHNOLOGIES		
	RP1-17,196.88 Lbs Ferric Chloride	42667	8,214.30
	RP1-19,298.08 Lbs Ferric Chloride	42696	9,217.96
	CCWRP-17,878.56 Lbs Ferric Chloride	42695	8,539.92
	RP2-18,791.50 Lbs Ferric Chloride	42678	8,975.99
			- - - - -
	CALIFORNIA WATER TECHNOLOGIES	\$	34,948.17
ACH	V3IT CONSULTING INC		
	SAP BASIS Support September 2022	V3IT2022IEUA1	185.50
			- - - - -
	V3IT CONSULTING INC	\$	185.50
ACH	ARCADIS US INC		
	EN19006-12/27/21-6/27/22 Prof Svcs	34323468	50,632.50
			- - - - -
	ARCADIS US INC	\$	50,632.50
ACH	WESTERN AUDIO VISUAL		
	2-Pack Replacement Lamps	16798	962.39
	2-Pack Replacement Lamps	16803	962.39
			- - - - -
	WESTERN AUDIO VISUAL	\$	1,924.78

Check	Payee / Description	Amount
ACH	SUPERIOR ELECTRIC MOTOR SERVIC RP1 Baldor Motor 129178	1,044.36
	SUPERIOR ELECTRIC MOTOR SERVIC\$	1,044.36
ACH	MANAGED MOBILE INC BIT Safety Inspection f/Veh 9902 IN00-0251272	215.40
	MANAGED MOBILE INC \$	215.40
ACH	WALLACE & ASSOCIATES CONSULTIN 4600002853-8/1-8/28 Prof Svcs W800672	39,015.00
	WALLACE & ASSOCIATES CONSULTIN\$	39,015.00
ACH	JC LAW FIRM 8/22 General Legal 1164	18,375.00
	8/22 RCA Legal 1157	357.50
	8/22 City of Rancho Cucamonga vs IEUA 1155	747.50
	8/22 Watermaster 1159	15,337.50
	8/22 Kaiser vs CBWCD (Ely Basin) 1160	1,620.00
	8/22 Romero vs IEUA 1163	130.00
	8/22 Regional Contract 1158	4,112.50
	8/22 Ontario vs IEUA (CBP) 1161	33,180.00
	8/22 Fontana vs ADO 1156	97.50
	8/22 Ortiz vs IEUA 1162	560.00
	JC LAW FIRM \$	74,517.50
ACH	MEANS CONSULTING LLC PL19002-9/2022 Prof Svcs IE-5650	2,362.50
	MEANS CONSULTING LLC \$	2,362.50
ACH	INGERSOLL-RAND INDUSTRIAL US I Switch 26287192	1,019.64
	INGERSOLL-RAND INDUSTRIAL US I\$	1,019.64
ACH	STAPLES CONTRACT & COMMERCIAL Hot Cups 3520133542	70.54
	Retractable Knife 3520133540	17.22
	Erasers,Tissues,Cleaning Kit,Storage Box 3520133539	213.98
	Post-It Notes,Rubberbands,Sharpies 3519548941	243.75
	Keyboard 3520133536	36.62
	STAPLES CONTRACT & COMMERCIAL \$	582.11
ACH	INLAND EMPIRE WINDUSTRIAL CO Nipples,Unions 042594 01	903.21
	INLAND EMPIRE WINDUSTRIAL CO \$	903.21
ACH	RADAR ENVIRONMENTAL INC September 2022 Monthly Site Survey 1796	4,947.21
	RADAR ENVIRONMENTAL INC \$	4,947.21
ACH	ACT, A DIVISION OF CCI CHEMICA	

Check	Payee / Description	Amount
	P5,RP2,RP1,CCWRP-6/22 Wtr Treatement 0395902-IN	690.00
	ACT, A DIVISION OF CCI CHEMICA\$	690.00
ACH	INNOVATIVE CONSTRUCTION SOLUTI EN11039-7/22 Pay Est 1 PE 1-EN11039	247,475.00
	INNOVATIVE CONSTRUCTION SOLUTI\$	247,475.00
ACH	METRO BUILDERS & ENGINEERS GRP RW15003.05-9/22 Pay Est 12 PE 12-RW15003	42,136.91
	METRO BUILDERS & ENGINEERS GRP\$	42,136.91
ACH	DOPUDJA & WELLS CONSULTING INC AgncyMgmt-9/22 Prof Svcs 1162	6,490.00
	AgncyMgmt-7/31-8/30 Prof Svcs 1152	7,817.50
	DOPUDJA & WELLS CONSULTING INC\$	14,307.50
ACH	CASHION, LAURA Cashion,L-ExpRpt-9/15 Water Abundance Co 9/15 WTR ABND	38.63
	CASHION, LAURA \$	38.63
ACH	BROWN AND CALDWELL PL19005-7/1-8/25 Prof Svcs 12458111	101,056.26
	BROWN AND CALDWELL \$	101,056.26
ACH	RMA GROUP EN23019.02-7/18-8/14 Prof Svcs 81175	1,268.13
	RMA GROUP \$	1,268.13
ACH	ROYAL INDUSTRIAL SOLUTIONS 1/2" Connector 6441-1070112	130.58
	ROYAL INDUSTRIAL SOLUTIONS \$	130.58
ACH	WEST VALLEY MOSQUITO AND 9/22 Vector Control Svcs 2796	1,416.47
	WEST VALLEY MOSQUITO AND \$	1,416.47
ACH	PETE'S ROAD SERVICE Replaced Tires f/Veh VQUI9216 621711-00	2,973.56
	New Tires f/VPUP0801 619236-00	593.84
	PETE'S ROAD SERVICE \$	3,567.40
ACH	DELL MARKETING L P Network Cards,Adapters 10620724685	1,053.79
	DELL MARKETING L P \$	1,053.79
ACH	GEORGE YARDLEY CO INC Valves 9111	2,377.62

Check	Payee / Description	Amount
	GEORGE YARDLEY CO INC \$	2,377.62
ACH	TELEDYNE ISCO Refrigerated Sampler S020539450	8,168.53
	TELEDYNE ISCO \$	8,168.53
ACH	NORSTAR PLUMBING & ENGINEERING EN23019.02 8" Primary Sludge Pipeline Le EN23019.0 8IN	144,719.03
	NORSTAR PLUMBING & ENGINEERING\$	144,719.03
ACH	W A RASIC CONSTRUCTION CO INC EN20040-Ret Rls 1-Final EN20040-RET R	13,238.15
	EN20008-Ret Rls 1-Final EN20008-RET R	22,433.83
	EN21044-Ret Rls 1-Final EN21044-RET R	4,882.59
	W A RASIC CONSTRUCTION CO INC \$	40,554.57
ACH	INLAND EMPIRE REGIONAL RP2-8/22 Biosolids Transport TO IERCA 90032515	155,298.62
	RP1-8/22 Biosolids Transport TO IERCA 90032514	217,992.61
	RP2-7/22 Biosolids Transport TO IERCA 90032265	139,070.67
	RP1-7/22 Biosolids Transport TO IERCA 90032264	203,470.94
	INLAND EMPIRE REGIONAL \$	715,832.84
ACH	HACH COMPANY Beaker Sets,Membrane Caps & Elect 13121316	689.86
	HACH COMPANY \$	689.86
ACH	CALIFORNIA HAZARDOUS SERVICES Fuel Filtering/Tank Cleaning 69464	2,390.00
	CALIFORNIA HAZARDOUS SERVICES \$	2,390.00
ACH	W M LYLES COMPANY EN17110-9/22 Pay Est 29 PE 29-EN17110	18,662.06
	EN18006-9/22 Pay Est 25 PE 25-EN18006	144,733.15
	EN19001-9/22 Pay Est 23 PE 23-EN19001	2,890,273.07
	EN19006-9/22 Pay Est 23 PE 23-EN19006	4,084,237.09
	W M LYLES COMPANY \$	7,137,905.37
ACH	STANTEC CONSULTING INC CCWRF 9/22 Prof Svcs 1983575	12,889.25
	STANTEC CONSULTING INC \$	12,889.25
ACH	NATIONAL CONSTRUCTION RENTALS 9/30-10/27 Potty/Handicap Potty/Sink Ren 6727994	572.70
	NATIONAL CONSTRUCTION RENTALS \$	572.70
ACH	GEI CONSULTANTS INC PL19005-7/30-8/26 Prof Svcs 3117665	19,952.00
	PL20003/PL20005- 4/30-7/29 Prof Svcs 3115909	1,074.50

Check	Payee / Description	Amount
	GEI CONSULTANTS INC \$	21,026.50
ACH	SCW CONTRACTING CORPORATION EN22002-Ret Rls 1-Final	EN22002-RET R 118,592.60
	SCW CONTRACTING CORPORATION \$	118,592.60
ACH	OLIN CORP RP1-4,832 Gals Sodium Hypochlorite	900191908 8,016.07
	OLIN CORP \$	8,016.07
ACH	PFM ASSET MANAGEMENT LLC Investment Portfolio	13434032 7,285.37
	PFM ASSET MANAGEMENT LLC \$	7,285.37
ACH	CRB SECURITY SOLUTIONS Annual Cam Cleaning Svcs	18040 4,390.00
	CRB SECURITY SOLUTIONS \$	4,390.00
ACH	GHD INC 4600002557-7/31-8/27 Prof Svcs	380-0019448 3,919.80
	4600002557-7/31-8/27 Prof Svcs	380-0000674 6,181.00
	TO#08-5/2-6/30 Svcs	380-0016215 4,915.25
	To #08-9/8-10/30/21 Prof Svcs	380-0005386 2,887.00
	TO #17-5/1-6/30 Prof Svcs	380-0016414 2,372.65
	TO#8-8/2-8/28/21 Prof Svcs	380-0001696 10,989.25
	To#8-8/3-9/25/21 Prof Svcs	380-0002733 12,542.25
	GHD INC \$	43,807.20
ACH	SNAP GRAPHICS & DESIGN Retractable Banners	15030 237.05
	SNAP GRAPHICS & DESIGN \$	237.05
ACH	MNR CONSTRUCTION INC RW15003.06-9/22 Pay Est 14	PE 14-RW15003 870,009.00
	MNR CONSTRUCTION INC \$	870,009.00
ACH	CALIFORNIA WATER TECHNOLOGIES RP1-18,544.32 Lbs Ferric Chloride	42732 8,857.92
	CALIFORNIA WATER TECHNOLOGIES \$	8,857.92
ACH	FRESNO FIRST BANK EN18006-9/22 Pay Est 25	PE 25-EN18006 7,617.53
	FRESNO FIRST BANK \$	7,617.53
ACH	FERREIRA COASTAL CONSTRUCTION EN22033-Ret Rls 1-Final	EN22033-RET R 5,153.45
	FERREIRA COASTAL CONSTRUCTION \$	5,153.45
ACH	SHAW HR CONSULTING INC	

Check	Payee / Description	Amount
	Professional Services 08/03 09/22/22 005569	1,650.00
	Professional Services 08/25-9/20/22 005524	1,300.00
	Professional Services 08/01-09/21/22 005523	1,510.00
	SHAW HR CONSULTING INC \$	4,460.00
ACH	KRD MANAGEMENT CONSULTING LLC EE&CM-6/30-7/1 Prof Svcs 6 4600002730	23,980.00
	KRD MANAGEMENT CONSULTING LLC \$	23,980.00
ACH	BEST CONTRACTING SERVICES INC FM21005.01-9/22 Pay Est 2 PE 2-FM21005.	99,938.26
	BEST CONTRACTING SERVICES INC \$	99,938.26
ACH	VARI SALES CORPORATION Dual-Monitor Arm 90521431	280.02
	VARI SALES CORPORATION \$	280.02
ACH	CAPO PROJECTS GROUP LLC EN11039-8/22 Prof Svcs 6113	1,002.00
	RW15003.6-8/22 Prof Svcs 6083	501.00
	CAPO PROJECTS GROUP LLC \$	1,503.00
ACH	BUCKNAM INFRASTRUCTURE GROUP I PA20003-8/31 Prof Svcs 358-04.08	4,297.00
	BUCKNAM INFRASTRUCTURE GROUP I \$	4,297.00
ACH	FRESNO FIRST BANK EN19001-9/22 Pay Est 23 PE 23-EN19006	214,959.85
	PE 23-EN19001	152,119.64
	FRESNO FIRST BANK \$	367,079.49
ACH	INNOVATIVE CONSTRUCTION SOLUTI EN11039-9/22 Pay Est 3 PE 3-EN11039	99,263.12
	INNOVATIVE CONSTRUCTION SOLUTI \$	99,263.12
ACH	BANNER BANK RW15003.06-9/22 Pay Est 14 PE 14-RW15003	45,789.95
	BANNER BANK \$	45,789.95
ACH	HILLMANN CONSULTING LLC FM22002.00 Hillman Consulting 95589	1,960.00
	HILLMANN CONSULTING LLC \$	1,960.00
ACH	ECONOMIC ALTERNATIVES INC 6/22 Monthly Water Treatment Svcs 94799	883.33
	9/22 Monthly Water Treatment Svcs 96714	883.33
	8/22 Monthly Water Treatment Svcs 95847	883.33
	7/22 Monthly Water Treatement Svc 94990	883.33

Check	Payee / Description	Amount
	ECONOMIC ALTERNATIVES INC \$	3,533.32
ACH	WECK LABORATORIES Trichloropropane W1F0883-	250.00
	WECK LABORATORIES \$	250.00
ACH	SO CALIF EDISON CllgHgtS/LwrDy/RP3Bsn/TmrBsn1-8/30-9/28 0297941406 9/	285.87
	RP1StLts-9/1-9/30 34 Phila 8000340637 9/	24.15
	RP1-9/1-9/30 2450 Phila St 8000389509 9/	112.98
	RP2MntLnchRm-9/1-9/30 16400 El Prado Rd 8000703247 9/	263.84
	DclzBsn-9/1-10/2 13978 Phila 8002283946 9/	112.77
	RP5/TP5/HQA/B-8/30-9/28 6075 Kimball Ave 8002326317 9/	230,365.35
	RP2MntLnchRm-9/1-9/30 16400 El Prado Rd 8005078295 9/	15,488.21
	RP1-8/5-9/5 2450 Phila St 8000032453 8/	262,599.77
	RP4-9/6-10/4 12811 6th St 8000598564 9/	387.02
	ZnRsvr-9/6-10/4 12749 6th St 8002740158 9/	14.61
	PhllLS-9/7-10/5 1818 Phila St 8000031143 9/	10,428.84
	ElyBsn-9/7-10/5 1665 Phila Ave 8000057558 9/	60.93
	HckryDm-9/7-10/5 13400 Whittram Ave 8000257085 9/	164.22
	MntclLS-9/9-10/10 34 Palmetto-Phila 8000031789 9/	2,354.51
	JrpBsn-9/7-10/5 13450 Jurupa 8000401711 9/	940.78
	BnaBsn-9/7-10/5 14017 Whittram Ped 8004504662 9/	32.72
	SO CALIF EDISON \$	523,636.57
ACH	IEUA EMPLOYEES' ASSOCIATION P/R 21 10/21/22 Employee Ded HR 0109000	177.00
	IEUA EMPLOYEES' ASSOCIATION \$	177.00
ACH	IEUA SUPERVISORS UNION ASSOCIA P/R 21 10/21/22 Employee Ded HR 0109000	345.00
	IEUA SUPERVISORS UNION ASSOCIA\$	345.00
ACH	IEUA GENERAL EMPLOYEES ASSOCIA P/R 21 10/21/22 Employee Ded HR 0109000	956.60
	IEUA GENERAL EMPLOYEES ASSOCIA\$	956.60
ACH	INLAND EMPIRE UNITED WAY P/R 21 10/21/22 Employee Ded HR 0109000	21.00
	INLAND EMPIRE UNITED WAY \$	21.00
ACH	IEUA PROFESSIONAL EMPLOYEES AS P/R 21 10/21/22 Employee Ded HR 0109000	660.00
	IEUA PROFESSIONAL EMPLOYEES AS\$	660.00
ACH	WEX HEALTH INC P/R 21 10/21/22 Cafeteria Plan HR 0109000	4,358.95
	WEX HEALTH INC \$	4,358.95
ACH	CITY EMPLOYEES ASSOCIATES P/R 21 10/21/22 Employee Ded HR 0109000	352.50

Check	Payee / Description	Amount
	CITY EMPLOYEES ASSOCIATES \$	352.50
ACH	CAMACHO, MICHAEL MlgReim-9/22 Meetings-Camacho,M MLG 9/22 11.38 MlgReim-7/22,8/22 Meetings-Camacho,M MLG 7/22,8/22 142.69	
	CAMACHO, MICHAEL \$	154.07
ACH	ELIE, STEVE MlgReim-7/22,8/22 Meetings-Elie,S MLG 7/22,8/22 245.44 MlgReim-9/22 Meetings-Elie,S MLG 9/22 33.25	
	ELIE, STEVE \$	278.69
ACH	HALL, JASMIN MlgReim-9/22 Meetings-Hall,J MLG 9/22 181.75 MlgReim-7/22,8/22 Meetings-Hall,J MLG 7/22,8/22 55.06 Hall,J-ExpRpt-9/10-9/13 WateReuse Conf 9/10-13 WIREU 1,854.88	
	HALL, JASMIN \$	2,091.69
ACH	TULE, MARCO MlgReim-7/22,8/22 Meetings-Tule,M MLG 7/22,8/22 89.81 MlgReim-9/22 Meetings-Tule,M MLG 9/22 24.75	
	TULE, MARCO \$	114.56
ACH	EMPOWER RETIREMENT P/R 20 10/7/22 Deferred Comp HR 0108800 86,657.70	
	EMPOWER RETIREMENT \$	86,657.70
ACH	HARRINGTON INDUSTRIAL PLASTICS Adapter 012M0445 75.61 Pipes,Caps,Adapters 012L9805 563.91 Pipes 012L9806 272.61 Pipes,Caps,Adatper 012L9804 278.84 Seal Kit 012L3873 480.12 3/4' Adapter 012L4070 64.87 Nipples,Elbow,Tee,Cap 012L9301 258.62 RP1 Ball Valve 012L9268 1,908.67 Adapters 012L9174 5.31 RP1-Nipples 012L9173 20.07 Tubing,Coupling,Adapter,Gasket,Nipple 012L9221 861.65 Pipes,PVC 012M0342 603.50 Filter Products 012M0341 449.31 Couplings 012L9240 285.93 Adapters,Elbows,Couplings,Valve Balls,Pi 012M0547 2,154.89 Vendor Down Loaded E-Pay Payment Twice DUP E-PAY 8/2 4,719.33- Pump 012M0287 2,992.11 Pipes,Caps 012L9836 1,068.93 Meter Filter Valve,Bypass Assembly,Elbow 012L9865 1,045.65 Coupling 012L9892 256.51 Pipes,Elbow,Bushings,Adapter,Ball Valve, 012L9958 3,294.86 Valves,Gauges,Elbow,Coupling,Bushings,So 012M0247 1,081.95 PUMP HORIZ 012L3974 1,298.95 Ball Valves 012L9999 1,096.22 Adapter,Coupling,Bushings 012M0225 70.29	

Check	Payee / Description	Amount
	Tubing 012L7191	422.03
	Valve 012M0398	1,583.15
	Adapter,Ball Valve 012M0069	204.28
	Filter Sock 012M0179	645.16
	Watertight Valve 012M0180	1,582.11
	Pump,Tube 012M0124	1,842.22
		- - - - -
	HARRINGTON INDUSTRIAL PLASTICS\$	22,049.00
ACH	HOME DEPOT CREDIT SERVICES	
	wire pro frame received 3601060	13.51
	pole roller tray liner received 3510514	63.36
	wipes flip socket shoe handle received 5543551	132.28
		- - - - -
	HOME DEPOT CREDIT SERVICES \$	209.15
ACH	METTLER-TOLEDO	
	Preventive Maintenance,Calibrate Vehicle 655094649	1,455.50
	Preventive Maintenance,Calibrate Manufac 655088968	770.63
		- - - - -
	METTLER-TOLEDO \$	2,226.13
ACH	KONICA MINOLTA	
	10/22 Lease Copiers 40922211	623.24
		- - - - -
	KONICA MINOLTA \$	623.24
ACH	HACH COMPANY	
	Bench Service 9/22-9/23 13271058	845.00
		- - - - -
	HACH COMPANY \$	845.00
ACH	ROBERT HALF MANAGEMENT RESOURC	
	Reyes,G-WE 9/30/22 60837534	3,240.00
	Brown,K-WE 9/30/22 60837359	2,903.25
		- - - - -
	ROBERT HALF MANAGEMENT RESOURC\$	6,143.25
ACH	MEYERS NAVE	
	8/22 PFAS Issues 197842	2,475.00
		- - - - -
	MEYERS NAVE \$	2,475.00
ACH	US BANK VOYAGER FLEET SYSTEMS	
	9/22 Gasoline f/Agency Vehicles 8693150932239	14,254.10
		- - - - -
	US BANK VOYAGER FLEET SYSTEMS \$	14,254.10
ACH	EPI-USE LABS LLC	
	8/22-8/23 HCM Annual Maint Fee INV_US7072	2,077.73
		- - - - -
	EPI-USE LABS LLC \$	2,077.73
ACH	ENVIRONMENTAL SCIENCE ASSOCIAT	
	D202000275.07-4/22Prof Svcs 174616	752.50
	D202000275.03-8/22 Prof Svcs 177749	431.32
	EN19001-8/22 Prof Svcs 177719	6,498.92
		- - - - -
	ENVIRONMENTAL SCIENCE ASSOCIAT\$	7,682.74

Check Payee / Description	Amount
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ACH	CALIFORNIA WATER TECHNOLOGIES PhilaLS-17,497.44 Lbs Ferric Chloride 42106		5,897.49	
			- - - - -	
	CALIFORNIA WATER TECHNOLOGIES \$		5,897.49	
ACH	FIREHAWK FIRE & SAFETY Fire Suppression System Semi Annual Insp E220922773		220.00	
			- - - - -	
	FIREHAWK FIRE & SAFETY \$		220.00	
ACH	AMAZON BUSINESS Replacement Battery for Maglite 1X9K-HCRY-Q74		47.36	
	LabelWriter 1V6X-PF6Q-JP9		61.25	
	Straw Brush, Kitchen Brushes 1VMN-1RFL-DDN		61.32	
	Mini Lanterns Return-Inv#1KYH-NYJ1-YXRL 1447-4P3C-GFY		140.42	
			- - - - -	
	AMAZON BUSINESS \$		29.51	
ACH	AMERICAN OFFICE PROFESSIONALS HP 55X Toner Cartridge 3305		119.70	
			- - - - -	
	AMERICAN OFFICE PROFESSIONALS \$		119.70	
ACH	EHS INTERNATIONAL INC 9/22 Defensive Driver Training 3-19642		1,800.00	
	9/22 Defensive Driver Training 3-19641		1,800.00	
	9/22 Defensive Driver Training 3-19636		1,800.00	
			- - - - -	
	EHS INTERNATIONAL INC \$		5,400.00	
ACH	WATER SYSTEMS CONSULTING INC EN22041-8/1-8/31 Prof Svcs 7166		12,425.00	
	EN22042-8/1-8/31 Prof Svcs 7153		955.00	
	EN22042-7/1-7/31 Prof Svcs 7040		1,665.00	
	EN22042-6/1-6/30 Prof Svcs 6962		745.00	
			- - - - -	
	WATER SYSTEMS CONSULTING INC \$		15,790.00	
ACH	ROCKDOVE SOLUTIONS INC In case of Crisis Plan 906		12,569.00	
			- - - - -	
	ROCKDOVE SOLUTIONS INC \$		12,569.00	
ACH	RUMBLE INC Subscription 10/30-10/29/2023 26013CBF-0008		6,484.50	
			- - - - -	
	RUMBLE INC \$		6,484.50	
ACH	MUNIQUIP SOCIAL LLC Credit f/Inv 200819 200819R		816.75	
	Paco Pump 200819		2,470.71	
			- - - - -	
	MUNIQUIP SOCIAL LLC \$		1,653.96	
ACH	INGERSOLL-RAND INDUSTRIAL US I Troubleshoot Services, Fuel Surcharge 30995582		990.00	
	Valve, Labor 30996300		2,946.31	
			- - - - -	

Check	Payee / Description	Amount
	INGERSOLL-RAND INDUSTRIAL US I\$	3,936.31
ACH	ERAMOSA INTERNATIONAL INC EN13016-8/22 Prof Svcs	18,303.75
	ERAMOSA INTERNATIONAL INC	18,303.75
ACH	SO CALIF EDISON RP4/TP4/RCA-9/6-10/4 12811 6th St	277,112.43
	SO CALIF EDISON	277,112.43
ACH	LEVEL 3 COMMUNICATIONS LLC 10/22 993-1600	1,821.04
	LEVEL 3 COMMUNICATIONS LLC	1,821.04
ACH	HAMLETT, DONALD Hamlett,D-ExpRpt-8/7-8/11 MS-ISAC 15 Ann 8/7-11 MS-ISA	228.31
	HAMLETT, DONALD	228.31
ACH	RITZINGER, BRENT Reim-Amazon Purchase-Custom Steel Stamp CKREQ# 2460-A	124.99
	RITZINGER, BRENT	124.99
ACH	HODGES, BRANDEN Hodges,B-ExpRpt-8/9-8/11 Tri-State Semin 8/9-11 TRI-ST	423.93
	HODGES, BRANDEN	423.93
ACH	GARCIA, CHRISTOPHER Garcia,C-ExpRpt-8/17-8/18 CA Data Collab 8/17-18 CA DA Reim-Refreshments 4/5/22 MUE Workgroup M 209500224561	127.10 16.13
	GARCIA, CHRISTOPHER	143.23
ACH	REDDY, SUSHMITHA Reddy,S-ExpRpt-6/21-6/22 CWEA Leadership 6/21-22 CWEA	88.00
	REDDY, SUSHMITHA	88.00
ACH	BREIG, ANNA Reim Monthly Health Prem	153.53
	BREIG, ANNA	153.53
ACH	ESTRADA, JIMMIE J Reim Monthly Health Prem	456.06
	ESTRADA, JIMMIE J	456.06
ACH	HORNE, WILLIAM Reim Monthly Health Prem	456.06
	HORNE, WILLIAM	456.06
ACH	LICHTI, ALICE	

Check	Payee / Description	Amount
	Reim Monthly Health Prem	HEALTH PREM 153.53
	LICHTI, ALICE	\$ 153.53
ACH	NOWAK, THEO T	
	Reim Monthly Health Prem	HEALTH PREM 442.04
	NOWAK, THEO T	\$ 442.04
ACH	DYKSTRA, BETTY	
	Reim Monthly Health Prem	HEALTH PREM 153.53
	DYKSTRA, BETTY	\$ 153.53
ACH	MUELLER, CAROLYN	
	Reim Monthly Health Prem	HEALTH PREM 153.53
	MUELLER, CAROLYN	\$ 153.53
ACH	CANADA, ANGELA	
	Reim Monthly Health Prem	HEALTH PREM 153.53
	CANADA, ANGELA	\$ 153.53
ACH	CUPERSMITH, LEIZAR	
	Reim Monthly Health Prem	HEALTH PREM 153.53
	CUPERSMITH, LEIZAR	\$ 153.53
ACH	DELGADO-ORAMAS JR, JOSE	
	Reim Monthly Health Prem	HEALTH PREM 302.53
	DELGADO-ORAMAS JR, JOSE	\$ 302.53
ACH	GRANGER, BRANDON	
	Reim Monthly Health Prem	HEALTH PREM 147.76
	GRANGER, BRANDON	\$ 147.76
ACH	GADDY, CHARLES L	
	Reim Monthly Health Prem	HEALTH PREM 147.76
	GADDY, CHARLES L	\$ 147.76
ACH	WEBB, DANNY C	
	Reim Monthly Health Prem	HEALTH PREM 149.00
	WEBB, DANNY C	\$ 149.00
ACH	HUMPHREYS, DEBORAH E	
	Reim Monthly Health Prem	HEALTH PREM 151.27
	HUMPHREYS, DEBORAH E	\$ 151.27
ACH	MOUAT, FREDERICK W	
	Reim Monthly Health Prem	HEALTH PREM 151.27
	MOUAT, FREDERICK W	\$ 151.27

Check	Payee / Description	Amount
ACH	MORGAN, GARTH W Reim Monthly Health Prem	HEALTH PREM 149.00
	MORGAN, GARTH W	\$ 149.00
ACH	ALLINGHAM, JACK Reim Monthly Health Prem	HEALTH PREM 2.27
	ALLINGHAM, JACK	\$ 2.27
ACH	MAZUR, JOHN Reim Monthly Health Prem	HEALTH PREM 511.16
	MAZUR, JOHN	\$ 511.16
ACH	HAMILTON, MARIA Reim Monthly Health Prem	HEALTH PREM 149.00
	HAMILTON, MARIA	\$ 149.00
ACH	RAMOS, CAROL Reim Monthly Health Prem	HEALTH PREM 2.27
	RAMOS, CAROL	\$ 2.27
ACH	FISHER, JAY Reim Monthly Health Prem	HEALTH PREM 149.00
	FISHER, JAY	\$ 149.00
ACH	KING, PATRICK Reim Monthly Health Prem	HEALTH PREM 2.27
	KING, PATRICK	\$ 2.27
ACH	DIETZ, JUDY Reim Monthly Health Prem	HEALTH PREM 149.00
	DIETZ, JUDY	\$ 149.00
ACH	MONZAVI, TAGHI Reim Monthly Health Prem	HEALTH PREM 2.27
	MONZAVI, TAGHI	\$ 2.27
ACH	PETERSEN, KENNETH Reim Monthly Health Prem	HEALTH PREM 153.53
	PETERSEN, KENNETH	\$ 153.53
ACH	TRAUTERMAN, HELEN Reim Monthly Health Prem	HEALTH PREM 153.53
	TRAUTERMAN, HELEN	\$ 153.53
ACH	TIEGS, KATHLEEN Reim Monthly Health Prem	HEALTH PREM 456.06
	TIEGS, KATHLEEN	\$ 456.06

Check	Payee / Description	Amount
ACH	DIGGS, GEORGE Reim Monthly Health Prem	HEALTH PREM 449.05
	DIGGS, GEORGE	\$ 449.05
ACH	HAYES, KENNETH Reim Monthly Health Prem	HEALTH PREM 456.06
	HAYES, KENNETH	\$ 456.06
ACH	RODRIGUEZ, LOUIS Reim Monthly Health Prem	HEALTH PREM 151.27
	RODRIGUEZ, LOUIS	\$ 151.27
ACH	VARBEL, VAN Reim Monthly Health Prem	HEALTH PREM 302.53
	VARBEL, VAN	\$ 302.53
ACH	CLIFTON, NEIL Reim Monthly Health Prem	HEALTH PREM 302.53
	CLIFTON, NEIL	\$ 302.53
ACH	WELLMAN, JOHN THOMAS Reim Monthly Health Prem	HEALTH PREM 302.53
	WELLMAN, JOHN THOMAS	\$ 302.53
ACH	TROXEL, WYATT Reim Monthly Health Prem	HEALTH PREM 153.53
	TROXEL, WYATT	\$ 153.53
ACH	CORLEY, WILLIAM Reim Monthly Health Prem	HEALTH PREM 302.53
	CORLEY, WILLIAM	\$ 302.53
ACH	LESNIAKOWSKI, NORBERT Reim Monthly Health Prem	HEALTH PREM 146.52
	LESNIAKOWSKI, NORBERT	\$ 146.52
ACH	VER STEEG, ALLEN J Reim Monthly Health Prem	HEALTH PREM 147.76
	VER STEEG, ALLEN J	\$ 147.76
ACH	HACKNEY, GARY Reim Monthly Health Prem	HEALTH PREM 511.16
	HACKNEY, GARY	\$ 511.16
ACH	TOL, HAROLD Reim Monthly Health Prem	HEALTH PREM 153.53

Check	Payee / Description	Amount
	TOL, HAROLD	\$ 153.53
ACH	BANKSTON, GARY Reim Monthly Health Prem	HEALTH PREM 153.53
	BANKSTON, GARY	\$ 153.53
ACH	ATWATER, RICHARD Reim Monthly Health Prem	HEALTH PREM 149.00
	ATWATER, RICHARD	\$ 149.00
ACH	FIESTA, PATRICIA Reim Monthly Health Prem	HEALTH PREM 302.53
	FIESTA, PATRICIA	\$ 302.53
ACH	CARAZA, TERESA Reim Monthly Health Prem	HEALTH PREM 2.27
	CARAZA, TERESA	\$ 2.27
ACH	ANDERSON, JOHN L Reim Monthly Health Prem	HEALTH PREM 456.06
	ANDERSON, JOHN L	\$ 456.06
ACH	SANTA CRUZ, JACQUELYN Reim Monthly Health Prem	HEALTH PREM 727.09
	SANTA CRUZ, JACQUELYN	\$ 727.09
ACH	HECK, ROSELYN Reim Monthly Health Prem	HEALTH PREM 2.27
	HECK, ROSELYN	\$ 2.27
ACH	SOPICKI, LEO Reim Monthly Health Prem	HEALTH PREM 295.52
	SOPICKI, LEO	\$ 295.52
ACH	GOSE, ROSEMARY Reim Monthly Health Prem	HEALTH PREM 149.00
	GOSE, ROSEMARY	\$ 149.00
ACH	KEHL, BARRETT Reim Monthly Health Prem	HEALTH PREM 149.00
	KEHL, BARRETT	\$ 149.00
ACH	RITCHIE, JANN Reim Monthly Health Prem	HEALTH PREM 149.00
	RITCHIE, JANN	\$ 149.00
ACH	LONG, ROCKWELL DEE Reim Monthly Health Prem	HEALTH PREM 362.16

Check	Payee / Description	Amount
	LONG, ROCKWELL DEE \$ - - - - -	362.16
ACH	FATTAHI, MIR Reim Monthly Health Prem HEALTH PREM	149.00
	FATTAHI, MIR \$ - - - - -	149.00
ACH	VERGARA, FLORENTINO Reim Monthly Health Prem HEALTH PREM	302.53
	VERGARA, FLORENTINO \$ - - - - -	302.53
ACH	WALL, DAVID Reim Monthly Health Prem HEALTH PREM	151.27
	WALL, DAVID \$ - - - - -	151.27
ACH	CHUNG, MICHAEL Reim Monthly Health Prem HEALTH PREM	151.27
	CHUNG, MICHAEL \$ - - - - -	151.27
ACH	ADAMS, PAMELA Reim Monthly Health Prem HEALTH PREM	2.27
	ADAMS, PAMELA \$ - - - - -	2.27
ACH	BLASINGAME, MARY Reim Monthly Health Prem HEALTH PREM	153.53
	BLASINGAME, MARY \$ - - - - -	153.53
ACH	ANDERSON, KENNETH Reim Monthly Health Prem HEALTH PREM	151.27
	ANDERSON, KENNETH \$ - - - - -	151.27
ACH	MOE, JAMES Reim Monthly Health Prem HEALTH PREM	2.27
	MOE, JAMES \$ - - - - -	2.27
ACH	POLACEK, KEVIN Reim Monthly Health Prem HEALTH PREM	719.78
	POLACEK, KEVIN \$ - - - - -	719.78
ACH	ELROD, SONDRAL Reim Monthly Health Prem HEALTH PREM	151.27
	ELROD, SONDRAL \$ - - - - -	151.27
ACH	FRAZIER, JACK Reim Monthly Health Prem HEALTH PREM	2.27
	FRAZIER, JACK \$ - - - - -	2.27
ACH	HOAK, JAMES	

Check	Payee / Description	Amount
	Reim Monthly Health Prem HEALTH PREM	149.00
	HOAK, JAMES \$	149.00
ACH	DEZHAM, PARIVASH Reim Monthly Health Prem HEALTH PREM	2.27
	DEZHAM, PARIVASH \$	2.27
ACH	FOLEY III, DANIEL J. Reim Monthly Health Prem HEALTH PREM	2.27
	FOLEY III, DANIEL J. \$	2.27
ACH	CLEVELAND, JAMES Reim Monthly Health Prem HEALTH PREM	149.00
	CLEVELAND, JAMES \$	149.00
ACH	LANGNER, CAMERON Reim Monthly Health Prem HEALTH PREM	430.80
	LANGNER, CAMERON \$	430.80
ACH	HAMILTON, LEANNE Reim Monthly Health Prem HEALTH PREM	2.27
	HAMILTON, LEANNE \$	2.27
ACH	HOOSHMAND, RAY Reim Monthly Health Prem HEALTH PREM	149.00
	HOOSHMAND, RAY \$	149.00
ACH	SCHLAPKOHL, JACK Reim Monthly Health Prem HEALTH PREM	149.00
	SCHLAPKOHL, JACK \$	149.00
ACH	POOLE, PHILLIP Reim Monthly Health Prem HEALTH PREM	210.89
	POOLE, PHILLIP \$	210.89
ACH	ADAMS, BARBARA Reim Monthly Health Prem HEALTH PREM	147.76
	ADAMS, BARBARA \$	147.76
ACH	RUESCH, GENECE Reim Monthly Health Prem HEALTH PREM	153.53
	RUESCH, GENECE \$	153.53
ACH	VANDERPOOL, LARRY Reim Monthly Health Prem HEALTH PREM	568.24
	VANDERPOOL, LARRY \$	568.24

Check	Payee / Description	Amount
ACH	AMBROSE, JEFFREY Reim Monthly Health Prem	HEALTH PREM 302.53
	AMBROSE, JEFFREY	\$ 302.53
ACH	MERRILL, DIANE Reim Monthly Health Prem	HEALTH PREM 569.48
	MERRILL, DIANE	\$ 569.48
ACH	HOUSER, ROD Reim Monthly Health Prem	HEALTH PREM 717.24
	HOUSER, ROD	\$ 717.24
ACH	RUSO, VICKI Reim Monthly Health Prem	HEALTH PREM 210.89
	RUSO, VICKI	\$ 210.89
ACH	HUSS, KERRY Reim Monthly Health Prem	HEALTH PREM 989.95
	HUSS, KERRY	\$ 989.95
ACH	BINGHAM, GREGG Reim Monthly Health Prem	HEALTH PREM 153.53
	BINGHAM, GREGG	\$ 153.53
ACH	CHARLES, DAVID Reim Monthly Health Prem	HEALTH PREM 149.00
	CHARLES, DAVID	\$ 149.00
ACH	ALVARADO, ROSEMARY Reim Monthly Health Prem	HEALTH PREM 153.53
	ALVARADO, ROSEMARY	\$ 153.53
ACH	BARELA, GEORGE Reim Monthly Health Prem	HEALTH PREM 149.00
	BARELA, GEORGE	\$ 149.00
ACH	FETZER, ROBERT Reim Monthly Health Prem	HEALTH PREM 719.78
	FETZER, ROBERT	\$ 719.78
ACH	SPAETH, ERIC Reim Monthly Health Prem	HEALTH PREM 2.27
	SPAETH, ERIC	\$ 2.27
ACH	DAVIS, MARTHA Reim Monthly Health Prem	HEALTH PREM 2.27
	DAVIS, MARTHA	\$ 2.27

Check	Payee / Description	Amount
ACH	BRULE, CHRISTOPHER Reim Monthly Health Prem	HEALTH PREM 210.89
	BRULE, CHRISTOPHER	\$ 210.89
ACH	ROOS, JAMES Reim Monthly Health Prem	HEALTH PREM 362.16
	ROOS, JAMES	\$ 362.16
ACH	MULLANEY, JOHN Reim Monthly Health Prem	HEALTH PREM 359.89
	MULLANEY, JOHN	\$ 359.89
ACH	VALENZUELA, DANIEL Reim Monthly Health Prem	HEALTH PREM 570.78
	VALENZUELA, DANIEL	\$ 570.78
ACH	PACE, BRIAN Reim Monthly Health Prem	HEALTH PREM 270.17
	PACE, BRIAN	\$ 270.17
ACH	KING, JOSEPH Reim Monthly Health Prem	HEALTH PREM 149.00
	KING, JOSEPH	\$ 149.00
ACH	VILLALOBOS, HECTOR Reim Monthly Health Prem	HEALTH PREM 210.89
	VILLALOBOS, HECTOR	\$ 210.89
ACH	BAXTER, KATHLEEN Reim Monthly Health Prem	HEALTH PREM 210.89
	BAXTER, KATHLEEN	\$ 210.89
ACH	PENMAN, DAVID Reim Monthly Health Prem	HEALTH PREM 570.78
	PENMAN, DAVID	\$ 570.78
ACH	ANGIER, RICHARD Reim Monthly Health Prem	HEALTH PREM 570.78
	ANGIER, RICHARD	\$ 570.78
ACH	MERRILL, DEBORAH Reim Monthly Health Prem	HEALTH PREM 153.53
	MERRILL, DEBORAH	\$ 153.53
ACH	O'DEA, KRISTINE Reim Monthly Health Prem	HEALTH PREM 151.27

Check	Payee / Description	Amount
	O'DEA, KRISTINE	\$ 151.27
ACH	OAKDEN, LISA Reim Monthly Health Prem	HEALTH PREM 719.78
	OAKDEN, LISA	\$ 719.78
ACH	LAUGHLIN, JOHN Reim Monthly Health Prem	HEALTH PREM 149.00
	LAUGHLIN, JOHN	\$ 149.00
ACH	HUGHBANKS, ROGER Reim Monthly Health Prem	HEALTH PREM 210.89
	HUGHBANKS, ROGER	\$ 210.89
ACH	SPENDLOVE, DANNY Reim Monthly Health Prem	HEALTH PREM 151.27
	SPENDLOVE, DANNY	\$ 151.27
ACH	HOULIHAN, JESSE Reim Monthly Health Prem	HEALTH PREM 362.16
	HOULIHAN, JESSE	\$ 362.16
ACH	WARMAN, EVELYN Reim Monthly Health Prem	HEALTH PREM 2.27
	WARMAN, EVELYN	\$ 2.27
ACH	HERNANDEZ, DELIA Reim Monthly Health Prem	HEALTH PREM 210.89
	HERNANDEZ, DELIA	\$ 210.89
ACH	GUARDIANO, GARY Reim Monthly Health Prem	HEALTH PREM 151.27
	GUARDIANO, GARY	\$ 151.27
ACH	POMERLEAU, THOMAS Reim Monthly Health Prem	HEALTH PREM 2.27
	POMERLEAU, THOMAS	\$ 2.27
ACH	BARRER, SATURNINO Reim Monthly Health Prem	HEALTH PREM 359.89
	BARRER, SATURNINO	\$ 359.89
ACH	LACEY, STEVEN Reim Monthly Health Prem	HEALTH PREM 786.72
	LACEY, STEVEN	\$ 786.72
ACH	MILLS, JOHN Reim Monthly Health Prem	HEALTH PREM 2.27

Check	Payee / Description	Amount
	MILLS, JOHN \$	2.27
ACH	REED, RANDALL Reim Monthly Health Prem HEALTH PREM	719.78
	REED, RANDALL \$	719.78
ACH	RAMIREZ, REBECCA Reim Monthly Health Prem HEALTH PREM	359.89
	RAMIREZ, REBECCA \$	359.89
ACH	RAZAK, HALLA Reim Monthly Health Prem HEALTH PREM	149.00
	RAZAK, HALLA \$	149.00
ACH	OSBORN, CINDY L Reim Monthly Health Prem HEALTH PREM	359.89
	OSBORN, CINDY L \$	359.89
ACH	FESTA, GARY Reim Monthly Health Prem HEALTH PREM	279.53
	FESTA, GARY \$	279.53
ACH	MENDEZ, DAVID G Reim Monthly Health Prem HEALTH PREM	362.16
	MENDEZ, DAVID G \$	362.16
ACH	DELGADO, FLOR MARIA Reim Monthly Health Prem HEALTH PREM	149.00
	DELGADO, FLOR MARIA \$	149.00
ACH	GROENVELD, NELLETJE Reim Monthly Health Prem HEALTH PREM	210.89
	GROENVELD, NELLETJE \$	210.89
ACH	BATONGMALAQUE, CHARLIE L Reim Monthly Health Prem HEALTH PREM	362.16
	BATONGMALAQUE, CHARLIE L \$	362.16
ACH	BOBBITT, JOHN Reim Monthly Health Prem HEALTH PREM	149.00
	BOBBITT, JOHN \$	149.00
ACH	NEIGHBORS, CLAUDIA Reim Monthly Health Prem HEALTH PREM	2.27
	NEIGHBORS, CLAUDIA \$	2.27
ACH	CHENG, TINA Y	

Check	Payee / Description	Amount
	Reim Monthly Health Prem HEALTH PREM	153.53
	CHENG, TINA Y \$	153.53
ACH	JACKSON, PATRICIA M Reim Monthly Health Prem HEALTH PREM	151.27
	JACKSON, PATRICIA M \$	151.27
ACH	GIBSON, CONSTANCE A Reim Monthly Health Prem HEALTH PREM	149.00
	GIBSON, CONSTANCE A \$	149.00
ACH	GU, JASON Reim Monthly Health Prem HEALTH PREM	151.27
	GU, JASON \$	151.27
ACH	KOPP, LINDA L Reim Monthly Health Prem HEALTH PREM	2.27
	KOPP, LINDA L \$	2.27
ACH	SCHERCK, JOHN Reim Monthly Health Prem HEALTH PREM	359.89
	SCHERCK, JOHN \$	359.89
ACH	WOODRUFF, APRIL F Reim Monthly Health Prem HEALTH PREM	2.27
	WOODRUFF, APRIL F \$	2.27
ACH	BUCHANAN, JAMES S Reim Monthly Health Prem HEALTH PREM	149.00
	BUCHANAN, JAMES S \$	149.00
ACH	LUCAS, LARRY Reim Monthly Health Prem HEALTH PREM	149.00
	LUCAS, LARRY \$	149.00
ACH	LOPEZ, MARK A Reim Monthly Health Prem HEALTH PREM	359.89
	LOPEZ, MARK A \$	359.89
ACH	SANTA CRUZ, VICTOR Reim Monthly Health Prem HEALTH PREM	578.09
	SANTA CRUZ, VICTOR \$	578.09
ACH	TRAUGOTT, JEFFREY P Reim Monthly Health Prem HEALTH PREM	151.27
	TRAUGOTT, JEFFREY P \$	151.27

Check	Payee / Description	Amount
ACH	RIVERA, VINCENT J Reim Monthly Health Prem	HEALTH PREM 302.53
	RIVERA, VINCENT J	\$ 302.53
ACH	DOAN, KHANH V Reim Monthly Health Prem	HEALTH PREM 719.78
	DOAN, KHANH V	\$ 719.78
ACH	ARGUELLES, ALEX Reim Monthly Health Prem	HEALTH PREM 786.72
	ARGUELLES, ALEX	\$ 786.72
ACH	PROCTOR, CRAIG Reim Monthly Health Prem	HEALTH PREM 570.78
	PROCTOR, CRAIG	\$ 570.78
ACH	STONE, VICTORIA L Reim Monthly Health Prem	HEALTH PREM 570.78
	STONE, VICTORIA L	\$ 570.78
ACH	KREIMEYER, CARL L Reim Monthly Health Prem	HEALTH PREM 359.89
	KREIMEYER, CARL L	\$ 359.89
ACH	CHAVEZ, NESTOR Reim Monthly Health Prem	HEALTH PREM 359.89
	CHAVEZ, NESTOR	\$ 359.89
ACH	CUNNINGHAM, RICHARD A Reim Monthly Health Prem	HEALTH PREM 151.27
	CUNNINGHAM, RICHARD A	\$ 151.27
ACH	MCCHRISTY, KAREN Reim Monthly Health Prem	HEALTH PREM 151.27
	MCCHRISTY, KAREN	\$ 151.27
ACH	ROSALES, TIMOTEO P Reim Monthly Health Prem	HEALTH PREM 719.78
	ROSALES, TIMOTEO P	\$ 719.78
ACH	PELLY, GARY Reim Monthly Health Prem	HEALTH PREM 147.76
	PELLY, GARY	\$ 147.76
ACH	GUTIERREZ, MICHAEL C Reim Monthly Health Prem	HEALTH PREM 153.53
	GUTIERREZ, MICHAEL C	\$ 153.53

Check	Payee / Description	Amount
ACH	ROBISON, JOHN Reim Monthly Health Prem	HEALTH PREM 149.00
	ROBISON, JOHN	\$ 149.00
ACH	DELZER, HARLAN D Reim Monthly Health Prem	HEALTH PREM 302.53
	DELZER, HARLAN D	\$ 302.53
ACH	OAKDEN, SCOTT A Reim Monthly Health Prem	HEALTH PREM 570.78
	OAKDEN, SCOTT A	\$ 570.78
ACH	HEIN, DAVID J Reim Monthly Health Prem	HEALTH PREM 210.89
	HEIN, DAVID J	\$ 210.89
ACH	VALENCIA, CHRISTINA Reim Monthly Health Prem	HEALTH PREM 210.89
	VALENCIA, CHRISTINA	\$ 210.89
ACH	FRESQUEZ, ADRIAN Reim Monthly Health Prem	HEALTH PREM 359.89
	FRESQUEZ, ADRIAN	\$ 359.89
ACH	MALDONADO, ARTHUR Reim Monthly Health Prem	HEALTH PREM 2.27
	MALDONADO, ARTHUR	\$ 2.27
ACH	SARMIENTO, JESSICA Reim Monthly Health Prem	HEALTH PREM 210.89
	SARMIENTO, JESSICA	\$ 210.89
ACH	VANBREUKELLEN, ALBERT Reim Monthly Health Prem	HEALTH PREM 149.00
	VANBREUKELLEN, ALBERT	\$ 149.00
ACH	O'BRIEN, MICHELLE Reim Monthly Health Prem	HEALTH PREM 204.01
	O'BRIEN, MICHELLE	\$ 204.01
ACH	AVILA, GLORIA Reim Monthly Health Prem	HEALTH PREM 210.89
	AVILA, GLORIA	\$ 210.89
ACH	HOBBS, GARY B Reim Monthly Health Prem	HEALTH PREM 153.53

Check	Payee / Description	Amount
	HOBBS, GARY B \$	153.53
ACH	MALKANI, SURESH Reim Monthly Health Prem HEALTH PREM	359.89
	MALKANI, SURESH \$	359.89
ACH	JONES, ALLAN D Reim Monthly Health Prem HEALTH PREM	210.89
	JONES, ALLAN D \$	210.89
ACH	NORIEGA, MANUAL Reim Monthly Health Prem HEALTH PREM	210.89
	NORIEGA, MANUAL \$	210.89
ACH	KLING, WANDA Reim Monthly Health Prem HEALTH PREM	359.89
	KLING, WANDA \$	359.89
ACH	RUSSO, EFRAIN Reim Monthly Health Prem HEALTH PREM	2.27
	RUSSO, EFRAIN \$	2.27
ACH	HARRINGTON INDUSTRIAL PLASTICS Tees, Unions, Bushings, Adapters, Gaskets, Tu 012M0604	679.57
	Calibration Column Fixed Caps 012M0688	889.96
	PVC Elbow, PTFE Tape 012M0712	489.72
	Roller for Rotor 012M0759	2,026.20
	Pump Shaft 012M0760	3,178.46
	Gasket, Tube Assembly 012M0644	1,841.01
	Spray Nozzle 012M0619	2,171.58
	Elbows 012M0646	54.37
	Ball Valves 012M0731	503.77
	HARRINGTON INDUSTRIAL PLASTICS\$	11,834.64
ACH	HOME DEPOT CREDIT SERVICES Rec 6/29/2022 Stanley blades 7151884	78.05
	INV. 8841270 8841270	37.15
	INV. 8827158 8827158	15.07
	INV. 1520826 1520826	32.80
	INV. 8512122 8512122	249.04
	INV. 623664 623664	63.51
	INV. 7924271 7924271	284.20
	INV. 7353161 7353161	24.56
	INV. 540159 540159	634.03
	WHSE Mop and Bucket 2903219 10/22	48.46
	WO 3422687 DCORREIA 2014891	474.13
	WHSE 800 GPH POND PUMP 1222302	234.90
	INV. 1014479 1014479	80.78
	HOME DEPOT CREDIT SERVICES \$	2,256.68
ACH	ROYAL INDUSTRIAL SOLUTIONS Controller 6441-1041980	4,823.83

Check	Payee / Description	Amount
	Chloride Fixture 6441-1025226	1,691.68
	Sealtight Connector 6441-1061636	597.67
	Sensor Body, Sensor Head 6441-1064695	1,116.80
	Fuses 6441-1066479	718.12
	Axial fan, Temperature Switch 6441-1070627	116.37
	4Channel Analog Current 6441-1070625	703.51
	Fuses 6441-1066839	1,400.75
		- - - - -
	ROYAL INDUSTRIAL SOLUTIONS \$	11,168.73
ACH	WEST VALLEY MOSQUITO AND	
	4/22 Midge Control f/Recharge Basins 2762	25,992.13
	5/22 Midge Control f/Recharge Basins 2768	7,041.32
		- - - - -
	WEST VALLEY MOSQUITO AND \$	33,033.45
ACH	ACCUSTANDARD INC	
	Performance Check Std Method 200.7 969842	543.20
		- - - - -
	ACCUSTANDARD INC \$	543.20
ACH	MCMASTER-CARR SUPPLY CO	
	Conduits, Elbows, Floor Mount, Electrical T 86364134	2,246.12
	Conduit Adapter, Conduit, Pipe Fittings, Co 86324954	565.97
		- - - - -
	MCMASTER-CARR SUPPLY CO \$	2,812.09
ACH	MIDPOINT BEARING	
	RP-1 MM Coupling Hubs 96611635	546.08
		- - - - -
	MIDPOINT BEARING \$	546.08
ACH	TOM DODSON & ASSOCIATES	
	4600002931 8/22 Prof Svcs IE351 22-2	1,146.60
	4600002931 8/22 Prof Svcs IE355 22-2	602.48
		- - - - -
	TOM DODSON & ASSOCIATES \$	1,749.08
ACH	KENNEDY/JENKS CONSULTANTS INC	
	4600003021 8/24-9/30 Prof Svcs 158317	11,399.27
		- - - - -
	KENNEDY/JENKS CONSULTANTS INC \$	11,399.27
ACH	HACH COMPANY	
	RP-1 E&I Sample Cell WO3426872 NSetyadi 13177712	637.39
	Solitax Senor, Nitratax Sensor, Controller 13251672	80,574.00
		- - - - -
	HACH COMPANY \$	81,211.39
ACH	PLUMBERS DEPOT INC	
	Repair of Lift Assy PD-51881	161.43
	RP1-Repair of Pipe Ranger PD-51512	5,973.16
	Gap Service, Hoses, Clamp, Labor PD-50959	3,694.27
	RP1-VC Baskt, S-Plug, Onamax, Filter, Gasket PD-51376	982.40
	Grabber, Telescoping, Debris Chopper, Ca PD-51361	1,249.90
	RP1-Repair Cable on TV Truck PD-51513	1,480.14
	RP1-Hose Suction PD-51321	3,854.06
	Repair of TV Truck PD-51580	2,064.68
	Repair of OZ 2 Camera, Seal, O-Ring, Flange PD-51753	1,101.39

Check	Payee / Description	Amount
	Repair of Pipe Ranger, Cues, Shaft, Hub, Was PD-51815	1,165.91
	Sewer Hose PD-51297	2,506.27
	RP1-Gaskets, S-Plugs, Onamax, Filters PD-51193	1,609.83
	RP1-Repair of K2 CCU PD-50701	186.38
	Hoses, Clamp, Gap Vax, Oil, Labor PD-49912	4,013.10
	Gap Service, Crimp Fittings, Hose, Labor PD-50958	2,876.96
	Fittings PD-51158	96.38
	Grabber, Tool for Hose, Grease, Magnet PD-51322	1,521.43
	Repair of Pipe Ranger PD-51957	429.80
	PLUMBERS DEPOT INC \$	34,967.49
ACH	INSIDE PLANTS INC	
	FcltyMgt/Lab-8/22 Indoor Plant Care 91383	706.50
	HOLIDAY DECOR 2022 50% DEPOSIT 92017	1,619.70
	INSIDE PLANTS INC \$	2,326.20
ACH	RSD	
	Pleated Filter 55376738-00	1,010.10
	RSD \$	1,010.10
ACH	OLIN CORP	
	RP1 4,844 Gals. Sodium Hypochlorite 900193362	8,035.97
	RP1-4,964 Gals Sodium Hypochlorite 900192857	8,235.05
	CCWRP-4,922 Gals Sodium Hypochlorite 900194087	8,165.37
	RP1-4,862 Gals Sodium Hypochlorite 900190922	8,065.83
	RP4-4,822 Gals. Sodium Hypochlorite 900193117	7,999.47
	OLIN CORP \$	40,501.69
ACH	CALIFORNIA STRATEGIES LLC	
	3/22 Monthly Consulting Svcs 032247A	7,500.00
	CALIFORNIA STRATEGIES LLC \$	7,500.00
ACH	JB'S POOLS & PONDS INC	
	10/22 Pond Maint Svc 2266761000	1,194.85
	JB'S POOLS & PONDS INC \$	1,194.85
ACH	ALTA FOODCRAFT	
	Coffee, Tea, Coffee Filters, Pot Cleaner 12237146	171.70
	HQB-Sugar Packets, Coffee, Pot Cleaner 12232376	256.59
	ALTA FOODCRAFT \$	428.29
ACH	DAVID WHEELER'S PEST CONTROL I	
	CCWRF-8/8 Monthly Rodent Refills 62845	634.00
	ALL-7/27 Inspections 62248	524.00
	HQA&B-8/8 Squirrel Control Svcs 63029	585.00
	RP4-7/26 Monthly Rodent Refill 62252	1,075.00
	RP4-8/17 Monthly Rodent Refill 62816	1,075.00
	RP2-8/8 Monthy Rodent Refill 62817	1,222.00
	ALL-7/27 Svcs 62211	524.00
	RP1-8/17 Monthy Rodent Refills 63003	585.00
	HQ-8/8 Monthly Rodent Refills 63000	928.00
	LAB-8/8 Monthly Rodent Refills 62991	632.00

Check	Payee / Description	Amount
	DAVID WHEELER'S PEST CONTROL I\$	7,784.00
ACH	GHD INC EN21051-8/25-10/1 Prof Svcs 380-0019915	6,295.66
	GHD INC \$	6,295.66
ACH	SNAP GRAPHICS & DESIGN 100 Hats 14931	1,023.63
	SNAP GRAPHICS & DESIGN \$	1,023.63
ACH	ELECTRO-CHEMICAL DEVICES INC Membrane Rpl Kit,Sensor,Chlorine 74425	2,100.89
	Membrane Rpl Kit,Head Flow Controller,El 74271	4,313.59
	ELECTRO-CHEMICAL DEVICES INC \$	6,414.48
ACH	MICROAGE Cisco SMARTnet Extended Service Agreemen 2230901	3,275.71
	MICROAGE \$	3,275.71
ACH	CALIFORNIA WATER TECHNOLOGIES RP1-17,695.20 Lbs Ferric Chloride 42762	8,452.33
	CALIFORNIA WATER TECHNOLOGIES \$	8,452.33
ACH	TITUS INDUSTRIAL GROUP INC 21 'IEUA SEWER' Manhole Covers,Locks 10212	37,361.98
	TITUS INDUSTRIAL GROUP INC \$	37,361.98
ACH	SUPERIOR ELECTRIC MOTOR SERVIC Baldor Motor 129294	5,406.78
	SUPERIOR ELECTRIC MOTOR SERVIC\$	5,406.78
ACH	10-8 RETROFIT INC Amber Front and Rear Flood Lights 18839	3,044.15
	10-8 RETROFIT INC \$	3,044.15
ACH	DRH2O LLC Off-Gas Hood Fab & Installation Svcs 22.01.IEUA	45,350.00
	DRH2O LLC \$	45,350.00
ACH	MANAGED MOBILE INC Repair Parts/Labor f/Veh 1901 IN00-0252525	529.35
	Repair Parts/Labor f/Veh 0711 IN00-0252527	577.37
	Repair Parts/Labor f/Veh 1101 IN00-0252528	435.05
	Repair Parts/Labor f/Veh 0803 IN00-0252526	501.72
	Repair Parts/Labor f/Veh 1402 IN00-0252529	458.83
	Repair Parts/Labor f/Veh 0602 IN00-0252530	469.36
	Repair Parts/Labor f/Veh 1803 IN00-0252277	527.36
	Repair Parts/Labor f/Veh 1503 IN00-0252276	535.82
	Repair Parts/Labor f/Veh 1502 IN00-0252275	473.17

Check	Payee / Description		Amount
	Repair Parts/Labor f/Veh 0806	IN00-0252186	479.14
	Repair Parts/Labor f/Veh 0811	IN00-0252187	510.96
	Repair Parts/Labor f/Veh 1906	IN00-0252189	530.62
	Repair Parts/Labor f/Veh 1902	IN00-0252188	530.94
	Repair Parts/Labor f/Veh 1808	IN00-0252190	487.06
	Repair Parts/Labor f/Veh 1301	IN00-0252146	450.61
	Repair Parts/Labor f/Veh 1504	IN00-0252147	464.79
	Repair Parts/Labor f/Veh 1822	IN00-0252148	621.19
	Repair Parts/Labor f/Veh 1905	IN00-0252149	566.33
	Repair Parts/Labor f/Veh 0808	IN00-0252145	574.75
	Repair Parts/Labor f/Veh 1908	IN00-0252150	505.07
	Repair Parts/Labor f/Veh 1904	IN00-0252151	424.94
	SERVICE ON VEH 0603	IN00-0252185	578.95
			- - - - -
	MANAGED MOBILE INC	\$	11,233.38
ACH	PRIORITY BUILDING SERVICES LLC		
	9/2021 Janitorial Service Fee	79118	1,373.55
	RP5 Aug 2022 Janitorial Svcs	84716	1,489.03
			- - - - -
	PRIORITY BUILDING SERVICES LLC	\$	2,862.58
ACH	ECOTECH SERVICES INC		
	9/22 Res. Home Pressure Reg. Program	2426	7,799.76
	8/22 Res. Hm Pressure Reg. Program	2403	3,765.86
			- - - - -
	ECOTECH SERVICES INC	\$	11,565.62
ACH	UNITED LABORATORIES INC		
	Bio-Accelerator,Bacterial Treatment	INV361816	11,812.08
			- - - - -
	UNITED LABORATORIES INC	\$	11,812.08
ACH	CSI SERVICES INC		
	5/9-6/22 Coating Inspection Svcs	11405	21,850.00
	EN22043-12/21 Prof Svcs	11067	380.00
			- - - - -
	CSI SERVICES INC	\$	22,230.00
ACH	EHS INTERNATIONAL INC		
	9/29 Defensive Driver Training	3-19637	1,800.00
	10/6 Defense Driver Training	3-19638	1,800.00
	10/3 Defensive Driver Training	3-19640	1,800.00
	10/4 Defensive Driver Training	3-19639	1,800.00
			- - - - -
	EHS INTERNATIONAL INC	\$	7,200.00
ACH	CHEVROLET OF WATSONVILLE		
	Ford Ranger	WF4547	35,467.03
	Ford Ranger	WF4496	35,467.03
	Ford Escape	WF4073	30,174.44
	Ford Escape	WF4037	30,174.44
			- - - - -
	CHEVROLET OF WATSONVILLE	\$	131,282.94
ACH	THE SOLIS GROUP		
	RW15003.06-9/22 Prof Svcs	9498	2,967.00
			- - - - -
	THE SOLIS GROUP	\$	2,967.00

Check	Payee / Description	Amount
ACH	REDWOOD ENERGY STORAGE LLC 8/22 RP1/RP5/CCWRP Energy Storage System 1026	10,458.33
	REDWOOD ENERGY STORAGE LLC \$	10,458.33
ACH	REDWOOD ENERGY STORAGE II LLC 8/22 RP4 Energy Storage System Mgmt 2026	27,708.33
	REDWOOD ENERGY STORAGE II LLC \$	27,708.33
ACH	INGERSOLL-RAND INDUSTRIAL US I Cooler,Coolant,O-Rings 31014041	4,287.10
	INGERSOLL-RAND INDUSTRIAL US I\$	4,287.10
ACH	STAPLES CONTRACT & COMMERCIAL Memory Foam Pad,Sharpie,Eraser,Lead,Mous 3520608791	64.40
	STAPLES CONTRACT & COMMERCIAL \$	64.40
ACH	INLAND EMPIRE WINDUSTRIAL CO Nipples,Blue Thread Sealer 042676 01	35.29
	Pressure Gauges 042636 01	414.02
	Pipes,Tees,Union,Sealant 042360 01	231.05
	Nipples,Ball Valves,Unions,Tees,Coupling 042659 01	3,922.50
	INLAND EMPIRE WINDUSTRIAL CO \$	4,602.86
ACH	LIBERTY LANDSCAPING INC October Monthly Maintenance 111537	19,088.00
	LIBERTY LANDSCAPING INC \$	19,088.00
ACH	ERAMOSA INTERNATIONAL INC EN13016.05-9/22 Prof Svcs US23520-25	27,183.75
	ERAMOSA INTERNATIONAL INC \$	27,183.75
ACH	THE GATE GUY Slide Gate Operator Max Rhino 356	6,320.25
	Installation of Gate Operator 352	1,500.00
	Installation of Gate Operator 354	1,500.00
	Slide Gate Operator Max Rhino 5500lb Ga 355	6,056.50
	Slide Gate Operator Max Rhino 5500lb Ga 351	8,036.30
	THE GATE GUY \$	23,413.05
ACH	HUNT ORTMANN PALFFY NIEVES EN19001 Hunt Ortmann Inv 96168 96168	324.75
	HUNT ORTMANN PALFFY NIEVES \$	324.75
ACH	CAPTURELY INC Professional Headshots 110293	4,050.00-
	Professional Headshots 110293	8,100.00
	CAPTURELY INC \$	4,050.00

Check	Payee / Description			Amount
ACH	ASCI SECURITY Install Baseplate Conversion Kit	22-1498		1,293.60
	ASCI SECURITY	\$	- - - - -	1,293.60
ACH	NETFILE INC hqa/netfile/jhylyuk/10122022	8270		1,400.00
	NETFILE INC	\$	- - - - -	1,400.00
ACH	DEMARIA ELECTRIC MOTOR SERVICE Motor Repair & Maint Svcs	23019		27,537.66
	DEMARIA ELECTRIC MOTOR SERVICE	\$	- - - - -	27,537.66
ACH	SUEZ WTS SERVICES USA INC Transfer Invoice from Zenon Env for Paym 901496708			1,447.94
	SUEZ WTS SERVICES USA INC	\$	- - - - -	1,447.94
ACH	SO CALIF EDISON MntclBsn-9/14-10/13 4700 San Jose	8000092569 9/		0.14
	BrksStBsn-9/14-10/13 10661 Silicon Ped	8000094378 9/		19.89
	SO CALIF EDISON	\$	- - - - -	20.03
ACH	SOLAR STAR CALIFORNIA V LLC RP1-2/1-2/28 2450 Phila St-Dup Pymt	E02M0616-4301		1,660.14-
	RP1-6/1-6/30 2450 Phila St	E02M0615-4387		28,755.71
	RP5/TP5/HQA/B-8/1-8/31 6075 Kimball Ave	E02M0614-5871		17,580.74
	RP1-6/1-6/30 2450 Phila St	E02M0616-4301		33.75
	CCWRP/TP/RWPS-9/1-9/30 14950 Telephone A	E02M0613-5959		6,273.26
	RP5/TP5/HQA/B-9/1-9/30 6075 Kimball Ave	E02M0614-5959		16,451.23
	RP1-8/1-8/31 2450 Phila St	E02M0616-5871		1,210.97
	RP5/TP5/HQA/B-7/1-7/31 6075 Kimball Ave	E02M0614-5744		16,514.97
	RP1-8/1-8/31 2450 Phila St	E02M0615-5871		27,406.57
	CCWRP/TP/RWPS-8/1-8/31 14950 Telephone A	E02M0613-5744		12,913.77
	RP1-7/1-7/31 2450 Phila St	E02-M0616-574		135.18
	RP1-8/1-8/31 2450 Phila St	E02M0615-5959		21,267.31
	SOLAR STAR CALIFORNIA V LLC	\$	- - - - -	146,883.32
ACH	AIRGAS USA LLC Lab-Nitrogen UHP	9130254111		27.05
	Lab-Nitrogen UHP	9130254112		54.09
	Lab-August 2022 Monthly Rental	9129815598		615.47
	Lab-August 2022 Monthly Rental Cylinders	9129815596		1,230.94
	Lab-August 2022 Monthly Rental Cylinders	9129815597		615.47
	Lab-August 2022 Monthly Rental	9130008821		859.09
	AIRGAS USA LLC	\$	- - - - -	3,402.11
ACH	EMPOWER RETIREMENT P/R 21 10/21/22 Deferred Comp	HR 0109000		85,175.42
	EMPOWER RETIREMENT	\$	- - - - -	85,175.42

Report: ZFIR TREASURER	Inland Empire Utilities Agency	Page 50
For 10/01/2022 ~ 10/31/2022	Treasurer Report	Date 11/25/2022

Check	Payee / Description	Amount
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Grand Total Payment Amount: \$	16,535,830.45
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Attachment 2D

Vendor Wires
(excludes Payroll)

Check Payee / Description	Amount
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Wire	STATE DISBURSEMENT UNIT P/R 20 10/7/22	HR	0108800	1,629.68
				- - - - -
	STATE DISBURSEMENT UNIT		\$	1,629.68
Wire	EMPLOYMENT DEVELOPMENT DEPARTM P/R 20 10/7/22 Taxes	HR	0108800	71,439.89
	P/R 20 10/7/22 Taxes	HR	0108800	14,379.69
				- - - - -
	EMPLOYMENT DEVELOPMENT DEPARTM\$			85,819.58
Wire	INTERNAL REVENUE SERVICE P/R 20 10/7/22 Taxes	HR	0108800	370,569.77
				- - - - -
	INTERNAL REVENUE SERVICE		\$	370,569.77
Wire	EMPLOYMENT DEVELOPMENT DEPARTM P/R DIR 10 10/7/22 Taxes	HR	0108900	403.60
				- - - - -
	EMPLOYMENT DEVELOPMENT DEPARTM\$			403.60
Wire	INTERNAL REVENUE SERVICE P/R DIR 10 10/7/22 Taxes	HR	0108900	2,631.14
				- - - - -
	INTERNAL REVENUE SERVICE		\$	2,631.14
Wire	PUBLIC EMPLOYEES RETIREMENT SY P/R 20 10/7/22 PERS Adj	P/R 20 10/7 A		132.96
	P/R 20 10/7/22 PERS	HR	0108800	208,790.46
				- - - - -
	PUBLIC EMPLOYEES RETIREMENT SY\$			208,923.42
Wire	STATE BOARD OF EQUALIZATION 9/22 Sales Tax Deposit	23784561 9/22		23,886.00
				- - - - -
	STATE BOARD OF EQUALIZATION		\$	23,886.00
Wire	STATE DISBURSEMENT UNIT P/R 21 10/21/22	HR	0109000	1,629.68
				- - - - -
	STATE DISBURSEMENT UNIT		\$	1,629.68
Wire	EMPLOYMENT DEVELOPMENT DEPARTM P/R 21 10/21/22 Taxes	HR	0109000	14,112.91
	P/R 21 10/21/22 Taxes	HR	0109000	71,718.04
				- - - - -
	EMPLOYMENT DEVELOPMENT DEPARTM\$			85,830.95
Wire	INTERNAL REVENUE SERVICE P/R 21 10/21/22 Taxes	HR	0109000	367,905.85
				- - - - -
	INTERNAL REVENUE SERVICE		\$	367,905.85
Wire	PUBLIC EMPLOYEES RETIREMENT SY P/R 21 10/21 PERS Adj	PR 21 10/21 A		2,270.02-
	P/R 21 10/21/22 PERS	HR	0109000	213,852.57
				- - - - -
	PUBLIC EMPLOYEES RETIREMENT SY\$			211,582.55

Report: ZFIR TREASURER Inland Empire Utilities Agency
For 10/01/2022 ~ 10/31/2022 Treasurer Report

Page 2
Date 11/25/2022

Check	Payee / Description	Amount
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Wire	PUBLIC EMPLOYEES' RETIREMENT S		
	10/22 Health Ins-Board	16939262 10/2	5,718.15
	10/22 Health Ins-Retirees, Employees	16939258 10/2	295,425.47
			- - - - -
	PUBLIC EMPLOYEES' RETIREMENT S\$		301,143.62

Wire	METROPOLITAN WATER DISTRICT		
	August 2022 Water Purchase	10875	3,794,037.90
			- - - - -
	METROPOLITAN WATER DISTRICT	\$	3,794,037.90

Grand Total Payment Amount: \$ 5,455,993.74

Attachment 2E

Payroll-Net Pay-Directors

INLAND EMPIRE UTILITIES AGENCY

Ratification of Board of Directors

Payroll for October 14 ,2022
Presented at Board Meeting on December 21, 2022

DIRECTOR NAME	GROSS PAYROLL	NET PAYROLL
Jasmin Hall	\$3,368.71	\$2,103.63
Marco A. Tule	\$2,212.30	\$1,178.47
Michael Camacho	\$4,652.76	\$1,695.10
Steven J. Elie	\$4,277.79	\$1,676.01
Paul Hofer	\$0.00	\$0.00
TOTALS	\$14,511.56	\$6,653.21

	Count	Amount
TOTAL EFTS PROCESSED	4	\$6,653.21
TOTAL CHECKS PROCESSED	0	\$0.00
CHECK NUMBERS USED	N/A	

DIRECTOR PAYSHEET
IEUA/MWD
SAWPA (alternate)
1 of 2

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

SEPTEMBER 2022

DATE	TYPE OF MEETING	ATTENDANCE	TOTAL COMPENSATION
9/7/2022	IEUA - IEUA Board Workshop via MS Teams	Yes	\$260.00
9/7/2022	IEUA - Meeting w/IEUA Staff Re: MWD Matters via MS Teams	Yes (staff)	\$0.00
9/8/2022	IEUA-Southern Coalition/Inland Caucus Mtg Conference Call	Yes	\$260.00
9/12/2022	MWD - Committee Meetings via Zoom	Yes	\$260.00
9/13/2022	MWD - Committee Meetings and Board Meeting via Zoom	Yes	\$260.00
9/14/2022	IEUA- IEUA Community & Legislative Affairs Committee and Eng. Ops, & Water Resources Committee Meetings via MS Teams	Yes	\$260.00
9/21/2022	IEUA – IEUA Board Meeting via MS Teams	Yes	\$260.00
9/22/2022	CBWM - CBWM Board Meeting via Zoom	Yes (decline payment)	\$0.00
9/27/2022	MWD - Committee Meetings via Zoom	Yes	\$260.00
9/29/2022	IEUA - World Water-Tech North America	Yes	\$260.00
9/28/2022	IEUA - World Water-Tech North America	Yes	\$260.00
9/30/2022	IEUA - Meeting w/ Bob Bowcock of Integrated Resource Management Re: IEUA / MWD matters	Yes	\$260.00

TOTAL REIMBURSEMENT \$2,600.00
TOTAL MEETINGS ATTENDED 12
TOTAL MEETINGS PAID 10

Director's Signature



Michael Camacho, Vice President



Approved by: Shivaji Deshmukh

DIRECTOR PAYSHEET
IEUA/MWD
SAWPA (alternate)
2 of 2

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.

SAWPA

Up to 10 days of service per month per Ordinance No. 107 (i.e., \$20.00 – difference between SAWPA (\$240.00 (eff. 2/2022) and Agency meetings \$260.00 (eff. 7/01/19), including MWD meetings. SAWPA pays both primary and alternate for attendance, including mileage.

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

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

SEPTEMBER 2022

DATE	TYPE OF MEETING	ATTENDANCE	TOTAL COMPENSATION
9/1/2022	IEUA - CDA Special Board Meeting via Zoom	Yes	\$260.00
9/1/2022	IEUA - Regional Sewerage Policy Committee Meeting via MS Teams	Yes (same day)	\$0.00
9/6/2022	IEUA - Meeting w/IEUA Staff RE: CBP matters via MS Teams	Yes (staff)	\$0.00
9/7/2022	IEUA- IEUA Board Workshop In-Person	Yes	\$260.00
9/12/2022	IEUA- IEUA Audit Committee Meeting via MS Teams	Yes	\$260.00
9/13/2022	IEUA- Chino Hills City Council Meeting In-Person	Yes	\$260.00
9/14/2022	IEUA- IEUA Community & Legislative Affairs Committee Meeting via MS Teams	Yes	\$260.00
9/14/2022	IEUA- Chino Valley Fire District Board Meeting In-person	Yes (same day)	\$0.00
9/15/2022	IEUA - NWRI Board of Directors Meeting via Zoom	Yes	\$260.00
9/16/2022	IEUA - 14th Annual OC Water Summit	Yes	\$260.00
9/20/2022	IEUA- Chino City Council Meeting In-Person	Yes	\$260.00
9/21/2022	IEUA – IEUA Board Meeting In-Person	Yes	\$260.00
9/28/2022	IEUA – Meeting w/IEUA Federal Advocates Carpi & Clay In-Person	Yes	\$260.00

TOTAL REIMBURSEMENT \$2,600.00

TOTAL MEETINGS ATTENDED 13

TOTAL MEETINGS PAID 10

Director's Signature



Steven J. Elie, President



Approved by: Shivaji Deshmukh

**DIRECTOR PAYSHEET
IEUA/CBWM/CBWB
CDA/Regional Policy Cte (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.

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).

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

IEUA DIRECTOR PAYSHEET
IEUA\IERCA
CBWB (alternate)
1 of 2

JASMIN A. HALL
 EMPLOYEE NO.: 1256
 ACCOUNT NO.: 10200-120100-100000-501010

SEPTEMBER 2022

DATE	TYPE OF MEETING	ATTENDANCE	TOTAL COMPENSATION
9/7/2022	IEUA - IEUA Board Workshop via MS Teams	Yes	\$260.00
9/7/2022	IEUA - Be the Difference: Mentor, Empower, and Walk the Talk Webinar via Zoom	Yes (same day)	\$0.00
9/8/2022	IEUA - CAAWEF Board Meeting via Zoom	Yes	\$260.00
9/11/2022	IEUA - WaterReuse Conference	Yes	\$260.00
9/12/2022	IEUA - WaterReuse Conference	Yes	\$260.00
9/13/2022	IEUA - WaterReuse Conference	Yes	\$260.00
9/14/2022	IEUA - IEUA Finance & Administration Committee Meeting via MS Teams	Yes	\$260.00
9/14/2022	IEUA - Regional Water Policy and Management Workshop In-Person	Yes (same day)	\$0.00
9/15/2022	IEUA - Water Abundance Conference	Yes	\$260.00
9/16/2022	IEUA - 14th Annual OC Water Summit	Yes	\$260.00
9/19/2022	IEUA - ACWA Region 8 Event	Yes	\$260.00
9/21/2022	IEUA - IEUA Board Meeting via MS Teams	Yes	\$260.00
9/22/2022	IEUA -CASA Air Quality, Climate Change, & Energy (ACE) Workgroup Meeting via Zoom	Yes (10 mtgs max)	\$0.00

IEUA DIRECTOR PAYSHEET**IEUA\IERCA****CBWB (alternate)****2 of 2**

9/23/2022	IEUA - CAAWEF Board Meeting via Zoom	Yes (10 mtgs max)	\$0.00
9/28/2022	IEUA - Meeting w/GM Deshmukh	Yes (staff)	\$0.00

TOTAL REIMBURSEMENT \$2,600.00**TOTAL MEETINGS ATTENDED** 15**TOTAL MEETINGS PAID** 10

Director's Signature



Jasmin A. Hall, Director



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.

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 2022

DATE	TYPE OF MEETING	ATTENDANCE	TOTAL COMPENSATION
9/1/2022	IEUA - Meeting w/GM Deshmukh	Yes (staff)	\$0.00
9/7/2022	IEUA - IEUA Board Workshop via MS Teams	Yes	\$0.00
9/12/2022	IEUA - IEUA Audit Committee Meeting via MS Teams	Yes	\$0.00
9/21/2022	IEUA - IEUA Board Meeting via MS Teams	Yes	\$0.00
TOTAL REIMBURSEMENT			\$0.00
TOTAL MEETINGS ATTENDED			4
TOTAL MEETINGS PAID			0

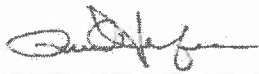
NOTE:

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/SAWPA/Regional Policy Cte
IERCA/CBWM (alternate)
1 of 2

MARCO TULE
EMPLOYEE NO.: 1520
ACCOUNT NO.: 10200-120100-100000-501010

SEPTEMBER 2022

DATE	TYPE OF MEETING	ATTENDANCE	TOTAL COMPENSATION
9/7/2022	IEUA - IEUA Board Workshop via MS Teams	Yes	\$260.00
9/14/2022	IEUA- IEUA Engineering, Operations & Water Resources and Finance & Administration Committee Meetings via MS Teams	Yes	\$260.00
9/21/2022	IEUA - IEUA Board Meeting via MS Teams	Yes	\$260.00
9/28/2022	IEUA - Mtg w/Carpi & Clay re legislative priorities	Yes	\$260.00
9/29/2022	IEUA - Tour of Monte Vista Water District	Yes	\$260.00
9/29/2022	IEUA - Mtg w/GM Deshmukh	Yes (staff)	\$0.00

TOTAL REIMBURSEMENT \$1,300.00
TOTAL MEETINGS ATTENDED 6
TOTAL MEETINGS PAID 5

Director's Signature



Marco Tule, Director


#1458

Approved by:
Shivaji Deshmukh, General Manager

DIRECTOR PAYSHEET
IEUA/CDA/SAWPA/Regional Policy Cte
IERCA/CBWM (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., \$20.00 – difference between SAWPA (\$240.00 (eff. 2/2022) and Agency meetings \$260.00 (eff. 7/01/19), including MWD meetings. SAWPA pays both primary and alternate for attendance, including mileage.

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.

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	\$890,798.70	\$0.00	\$936,514.99	\$1,827,313.69

INLAND EMPIRE UTILITIES AGENCY

Payroll for October 7, 2022

Presented at Board Meeting on December 21, 2023

GROSS PAYROLL COSTS			\$1,581,787.92
DEDUCTIONS			(\$690,989.22)
NET PAYROLL			890,798.70
NET PAYROLL BREAKDOWN	CHECKS	EFT	TOTAL
CHECKS USED			
TRANSACTION PROCESSED	0	390	390
AMOUNT	\$0.00	\$890,798.70	<u>\$890,798.70</u>

INLAND EMPIRE UTILITIES AGENCY

Payroll for October 21, 2022

Presented at Board Meeting on December 21, 2023

GROSS PAYROLL COSTS			\$1,587,229.62
DEDUCTIONS			(\$650,714.63)
NET PAYROLL			936,514.99
NET PAYROLL BREAKDOWN	CHECKS	EFT	TOTAL
CHECKS USED			
TRANSACTION PROCESSED	0	398	398
AMOUNT	\$0.00	\$936,514.99	<u>\$936,514.99</u>



Report on General Disbursements

Deborah Berry
Controller
December 2022

Staff's Recommendation

- Approve the total disbursements for the month of October 2022 in the amount of \$24,401,932.26.

The Report on General Disbursements is consistent with ***IEUA's Business Goal under Fiscal Responsibility***, specifically safeguarding the Agency's fiscal health to effectively support short-term and long-term needs, while providing the best value for our customers.

**CONSENT
CALENDAR
ITEM**

2D

Date: December 21, 2022

To: The Honorable Board of Directors

SSD
From: Shivaji Deshmukh, General Manager

Committee:

Staff Contact: Shivaji Deshmukh, General Manager

Subject: Adoption of Resolution No. 2022-12-3, Amending the Agency's Salary Schedule/
Matrix for All Groups

Executive Summary:

California Code of Regulations (CCR) §570.5 establishes the requirement for California Public Employees' Retirement System (CalPERS) agencies to have a current, duly approved & adopted pay schedule by the agency's governing body. CalPERS employers may only report payrates, for purposes of calculating retirement benefits, that meet the definition of a Publicly Available Salary Schedule. Maintenance of the Agency's salary schedule falls under the responsibility of the HR Department, which includes presenting a revised comprehensive salary resolution to the Board of Directors as changes occur. The last salary schedule/matrix update for all the groups was approved by the Board on November 16, 2022.

There are compensation changes to the Intern salary as a result of the State's increase to the minimum wage. Effective January 1, 2023, the minimum wage will increase to \$15.50 per hour in the state of California. To comply with state law, the Intern range will need to be increased. To remain competitive in attracting and retaining talented interns, staff recommends adopting a salary above the minimum wage at \$16.00 to \$21.00 per hour.

Staff's Recommendation:

Adopt Resolution No. 2022-12-3, Amending the Agency's Salary Schedule/Matrix for all groups

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

Account/Project Name:

Fiscal Impact (explain if not budgeted):

Funding is appropriated in the FY 21/22 and 22/23 biennial budget.

Prior Board Action:

On November 16, 2022, the Board of Directors adopted Resolution No. 2022-11-6, Amending the Agency's Salary Schedule/Matrix for all groups.

Environmental Determination:

Not Applicable

Business Goal:

Workplace Environment: IEUA is committed to providing a dynamic work environment with a highly skilled and dedicated workforce.

Attachments:

Attachment A - Resolution No. 2022-12-3, Amending the Agency's Salary Schedule/Matrix for all groups and Exhibit 1

RESOLUTION NO. 2022-12-3

RESOLUTION OF THE BOARD OF DIRECTORS OF THE INLAND EMPIRE UTILITIES AGENCY*, SAN BERNARDINO COUNTY, CALIFORNIA, APPROVING THE AMENDMENT OF THE AGENCY'S SALARY SCHEDULE/MATRIX

WHEREAS, the Agency has a compensation change as a result of the State's increase to the minimum wage as of January 1, 2023, and

WHEREAS, the Agency now desires to update the salary and classification information to comply with the California Code of Regulations (CCR) §570.5, and

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

SECTION 1: The Agency's salary schedule/matrix is hereby adopted and set forth in Exhibit "1" this resolution.

SECTION 2: The salary information contained in Exhibit "1" shall be effective as of January 1, 2023

ADOPTED the 21st day of December 2022.

Steven J. Elie
President of the Inland Empire
Utilities Agency* and of the
Board of Directors thereof

ATTEST:

Marco Tule
Secretary/Treasurer of the Inland Empire
Utilities Agency* and of the
Board of Directors thereof

*A Municipal Water District

STATE OF CALIFORNIA)
COUNTY OF) SS
SAN BERNARDINO)

I, Marco Tule, Secretary/Treasurer of the Inland Empire Utilities Agency*, DO
HEREBY CERTIFY that the foregoing Resolution being No. 2022-12-3, was adopted at a regular
Board Meeting on December 21, 2022, of said Agency by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Marco Tule
Secretary/Treasurer of the Inland Empire
Utilities Agency* and of the
Board of Directors thereof

(SEAL)

*A Municipal Water District

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Accountant I	173	UN	Exempt	1	\$32.2520	\$2,580.16	\$5,590.35	\$67,084
				2	\$33.0582	\$2,644.66	\$5,730.10	\$68,761
				3	\$33.8851	\$2,710.81	\$5,873.43	\$70,481
				4	\$34.7318	\$2,778.55	\$6,020.20	\$72,242
				5	\$35.5996	\$2,847.97	\$6,170.61	\$74,047
				6	\$36.4904	\$2,919.24	\$6,325.02	\$75,900
				7	\$37.4020	\$2,992.16	\$6,483.02	\$77,796
				8	\$38.3375	\$3,067.00	\$6,645.17	\$79,742
				9	\$39.2962	\$3,143.70	\$6,811.35	\$81,736
Accountant II	175	PR	Exempt	1	\$35.5529	\$2,844.24	\$6,162.52	\$73,950
				2	\$36.4419	\$2,915.36	\$6,316.62	\$75,799
				3	\$37.3525	\$2,988.20	\$6,474.44	\$77,693
				4	\$38.2866	\$3,062.93	\$6,636.35	\$79,636
				5	\$39.2438	\$3,139.51	\$6,802.28	\$81,627
				6	\$40.2246	\$3,217.97	\$6,972.27	\$83,667
				7	\$41.2303	\$3,298.43	\$7,146.60	\$85,759
				8	\$42.2611	\$3,380.89	\$7,325.27	\$87,903
				9	\$43.3178	\$3,465.43	\$7,508.44	\$90,101
Accounting Supervisor	185	SU	Exempt	1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950
				6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
				7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
				8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
				9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752
Accounting Technician I	170	GU	Non-exempt	1	\$27.8606	\$2,228.85	\$4,829.18	\$57,950
				2	\$28.5577	\$2,284.62	\$4,950.01	\$59,400
				3	\$29.2717	\$2,341.74	\$5,073.77	\$60,885
				4	\$30.0029	\$2,400.24	\$5,200.52	\$62,406
				5	\$30.7534	\$2,460.28	\$5,330.61	\$63,967
				6	\$31.5222	\$2,521.78	\$5,463.86	\$65,566
				7	\$32.3101	\$2,584.81	\$5,600.43	\$67,205
				8	\$33.1178	\$2,649.43	\$5,740.44	\$68,885
				9	\$33.9457	\$2,715.66	\$5,883.93	\$70,607
Accounting Technician II	173	GU	Non-exempt	1	\$32.2520	\$2,580.16	\$5,590.35	\$67,084
				2	\$33.0582	\$2,644.66	\$5,730.10	\$68,761
				3	\$33.8851	\$2,710.81	\$5,873.43	\$70,481
				4	\$34.7318	\$2,778.55	\$6,020.20	\$72,242
				5	\$35.5996	\$2,847.97	\$6,170.61	\$74,047
				6	\$36.4904	\$2,919.24	\$6,325.02	\$75,900
				7	\$37.4020	\$2,992.16	\$6,483.02	\$77,796
				8	\$38.3375	\$3,067.00	\$6,645.17	\$79,742
				9	\$39.2962	\$3,143.70	\$6,811.35	\$81,736
Administrative Assistant I	171	GU	Non-exempt	1	\$29.2539	\$2,340.32	\$5,070.70	\$60,848

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Administrative Assistant I	171	GU	Non-exempt	2	\$29.9851	\$2,398.81	\$5,197.43	\$62,369
				3	\$30.7347	\$2,458.78	\$5,327.36	\$63,928
				4	\$31.5029	\$2,520.24	\$5,460.52	\$65,526
				5	\$32.2914	\$2,583.32	\$5,597.20	\$67,166
				6	\$33.0981	\$2,647.85	\$5,737.01	\$68,844
				7	\$33.9260	\$2,714.08	\$5,880.51	\$70,566
				8	\$34.7736	\$2,781.89	\$6,027.43	\$72,329
				9	\$35.6433	\$2,851.47	\$6,178.19	\$74,138
Administrative Assistant I (confidential)	171	UN	Non-exempt	1	\$29.2539	\$2,340.32	\$5,070.70	\$60,848
				2	\$29.9851	\$2,398.81	\$5,197.43	\$62,369
				3	\$30.7347	\$2,458.78	\$5,327.36	\$63,928
				4	\$31.5029	\$2,520.24	\$5,460.52	\$65,526
				5	\$32.2914	\$2,583.32	\$5,597.20	\$67,166
				6	\$33.0981	\$2,647.85	\$5,737.01	\$68,844
				7	\$33.9260	\$2,714.08	\$5,880.51	\$70,566
				8	\$34.7736	\$2,781.89	\$6,027.43	\$72,329
Administrative Assistant II	174	PR	Non-exempt	9	\$35.6433	\$2,851.47	\$6,178.19	\$74,138
				1	\$33.8621	\$2,708.97	\$5,869.44	\$70,433
				2	\$34.7087	\$2,776.70	\$6,016.19	\$72,194
				3	\$35.5765	\$2,846.12	\$6,166.60	\$73,999
				4	\$36.4659	\$2,917.28	\$6,320.78	\$75,849
				5	\$37.3775	\$2,990.20	\$6,478.77	\$77,745
				6	\$38.3121	\$3,064.97	\$6,640.77	\$79,689
				7	\$39.2698	\$3,141.59	\$6,806.78	\$81,681
Administrative Assistant II (confidential)	174	UN	Non-exempt	8	\$40.2515	\$3,220.12	\$6,976.93	\$83,723
				9	\$41.2577	\$3,300.62	\$7,151.35	\$85,816
				1	\$33.8621	\$2,708.97	\$5,869.44	\$70,433
				2	\$34.7087	\$2,776.70	\$6,016.19	\$72,194
				3	\$35.5765	\$2,846.12	\$6,166.60	\$73,999
				4	\$36.4659	\$2,917.28	\$6,320.78	\$75,849
				5	\$37.3775	\$2,990.20	\$6,478.77	\$77,745
				6	\$38.3121	\$3,064.97	\$6,640.77	\$79,689
Assistant Engineer	179	UN	Exempt	7	\$39.2698	\$3,141.59	\$6,806.78	\$81,681
				8	\$40.2515	\$3,220.12	\$6,976.93	\$83,723
				9	\$41.2577	\$3,300.62	\$7,151.35	\$85,816
				1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437
				4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
Assistant General Manager	197	EX	Exempt	6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
				7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517
				1	\$103.9875	\$8,319.00	\$18,024.50	\$216,294
				2	\$106.5875	\$8,527.00	\$18,475.17	\$221,702

Inland Empire Utilities Agency

EXHIBIT 1

Salary Matrix

Effective January 1, 2023

Adopted December 21, 2022

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Assistant General Manager	197	EX	Exempt	3	\$109.2520	\$8,740.16	\$18,937.02	\$227,244
				4	\$111.9837	\$8,958.70	\$19,410.52	\$232,926
				5	\$114.7827	\$9,182.62	\$19,895.68	\$238,748
				6	\$117.6529	\$9,412.24	\$20,393.19	\$244,718
				7	\$120.5938	\$9,647.51	\$20,902.94	\$250,835
				8	\$123.6087	\$9,888.70	\$21,425.52	\$257,106
				9	\$126.6991	\$10,135.93	\$21,961.19	\$263,534
Associate Engineer	182	UN	Exempt	1	\$50.0236	\$4,001.89	\$8,670.77	\$104,049
				2	\$51.2736	\$4,101.89	\$8,887.43	\$106,649
				3	\$52.5558	\$4,204.47	\$9,109.69	\$109,316
				4	\$53.8693	\$4,309.55	\$9,337.36	\$112,048
				5	\$55.2164	\$4,417.32	\$9,570.86	\$114,850
				6	\$56.5962	\$4,527.70	\$9,810.02	\$117,720
				7	\$58.0116	\$4,640.93	\$10,055.35	\$120,664
				8	\$59.4621	\$4,756.97	\$10,306.77	\$123,681
				9	\$60.9481	\$4,875.85	\$10,564.35	\$126,772
Biologist	181	LB	Exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379
				6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Board Secretary/Office Manager	190	UN	Exempt	1	\$73.9015	\$5,912.12	\$12,809.60	\$153,715
				2	\$75.7496	\$6,059.97	\$13,129.94	\$157,559
				3	\$77.6424	\$6,211.40	\$13,458.04	\$161,496
				4	\$79.5837	\$6,366.70	\$13,794.52	\$165,534
				5	\$81.5731	\$6,525.85	\$14,139.35	\$169,672
				6	\$83.6125	\$6,689.00	\$14,492.84	\$173,914
				7	\$85.7029	\$6,856.24	\$14,855.19	\$178,262
				8	\$87.8452	\$7,027.62	\$15,226.51	\$182,718
				9	\$90.0419	\$7,203.36	\$15,607.28	\$187,287
Budget Officer	186	UN	Exempt	1	\$60.8039	\$4,864.32	\$10,539.36	\$126,472
				2	\$62.3241	\$4,985.93	\$10,802.85	\$129,634
				3	\$63.8823	\$5,110.59	\$11,072.95	\$132,875
				4	\$65.4794	\$5,238.36	\$11,349.78	\$136,197
				5	\$67.1164	\$5,369.32	\$11,633.53	\$139,602
				6	\$68.7943	\$5,503.55	\$11,924.36	\$143,092
				7	\$70.5140	\$5,641.12	\$12,222.43	\$146,669
				8	\$72.2770	\$5,782.16	\$12,528.02	\$150,336
				9	\$74.0837	\$5,926.70	\$12,841.19	\$154,094
Business Systems Analyst I	179	PR	Exempt	1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Business Systems Analyst I	179	PR	Exempt	4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
				6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
				7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517
Business Systems Analyst II	181	PR	Exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379
				6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Business Systems Supervisor	185	SU	Exempt	1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950
				6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
				7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
				8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
				9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752
CAD Designer	178	UN	Non-exempt	1	\$41.1553	\$3,292.43	\$7,133.60	\$85,603
				2	\$42.1842	\$3,374.74	\$7,311.94	\$87,743
				3	\$43.2390	\$3,459.12	\$7,494.76	\$89,937
				4	\$44.3193	\$3,545.55	\$7,682.03	\$92,184
				5	\$45.4279	\$3,634.24	\$7,874.19	\$94,490
				6	\$46.5630	\$3,725.04	\$8,070.92	\$96,851
				7	\$47.7275	\$3,818.20	\$8,272.77	\$99,273
				8	\$48.9207	\$3,913.66	\$8,479.60	\$101,755
				9	\$50.1433	\$4,011.47	\$8,691.52	\$104,298
Chemist	181	LB	Exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379
				6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Chino Basin Program Manager	188	UN	Exempt	1	\$67.0318	\$5,362.55	\$11,618.86	\$139,426
				2	\$68.7082	\$5,496.66	\$11,909.43	\$142,913
				3	\$70.4260	\$5,634.08	\$12,207.18	\$146,486
				4	\$72.1861	\$5,774.89	\$12,512.27	\$150,147

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Chino Basin Program Manager	188	UN	Exempt	5	\$73.9909	\$5,919.28	\$12,825.11	\$153,901
				6	\$75.8404	\$6,067.24	\$13,145.69	\$157,748
				7	\$77.7371	\$6,218.97	\$13,474.44	\$161,693
				8	\$79.6803	\$6,374.43	\$13,811.27	\$165,735
				9	\$81.6722	\$6,533.78	\$14,156.53	\$169,878
Collection System Operator I	171	GU	Non-exempt	1	\$29.2539	\$2,340.32	\$5,070.70	\$60,848
				2	\$29.9851	\$2,398.81	\$5,197.43	\$62,369
				3	\$30.7347	\$2,458.78	\$5,327.36	\$63,928
				4	\$31.5029	\$2,520.24	\$5,460.52	\$65,526
				5	\$32.2914	\$2,583.32	\$5,597.20	\$67,166
				6	\$33.0981	\$2,647.85	\$5,737.01	\$68,844
				7	\$33.9260	\$2,714.08	\$5,880.51	\$70,566
				8	\$34.7736	\$2,781.89	\$6,027.43	\$72,329
				9	\$35.6433	\$2,851.47	\$6,178.19	\$74,138
Collection System Operator II	175	GU	Non-exempt	1	\$35.5529	\$2,844.24	\$6,162.52	\$73,950
				2	\$36.4419	\$2,915.36	\$6,316.62	\$75,799
				3	\$37.3525	\$2,988.20	\$6,474.44	\$77,693
				4	\$38.2866	\$3,062.93	\$6,636.35	\$79,636
				5	\$39.2438	\$3,139.51	\$6,802.28	\$81,627
				6	\$40.2246	\$3,217.97	\$6,972.27	\$83,667
				7	\$41.2303	\$3,298.43	\$7,146.60	\$85,759
				8	\$42.2611	\$3,380.89	\$7,325.27	\$87,903
				9	\$43.3178	\$3,465.43	\$7,508.44	\$90,101
Collection System Operator III	177	GU	Non-exempt	1	\$39.1967	\$3,135.74	\$6,794.11	\$81,529
				2	\$40.1775	\$3,214.20	\$6,964.10	\$83,569
				3	\$41.1813	\$3,294.51	\$7,138.11	\$85,657
				4	\$42.2111	\$3,376.89	\$7,316.60	\$87,799
				5	\$43.2664	\$3,461.32	\$7,499.53	\$89,994
				6	\$44.3476	\$3,547.81	\$7,686.93	\$92,243
				7	\$45.4563	\$3,636.51	\$7,879.11	\$94,549
				8	\$46.5928	\$3,727.43	\$8,076.10	\$96,913
				9	\$47.7577	\$3,820.62	\$8,278.01	\$99,336
Collection System Supervisor	185	SU	Exempt	1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950
				6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
				7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
				8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
				9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752
Communications Officer	186	UN	Exempt	1	\$60.8039	\$4,864.32	\$10,539.36	\$126,472
				2	\$62.3241	\$4,985.93	\$10,802.85	\$129,634
				3	\$63.8823	\$5,110.59	\$11,072.95	\$132,875
				4	\$65.4794	\$5,238.36	\$11,349.78	\$136,197
				5	\$67.1164	\$5,369.32	\$11,633.53	\$139,602

Inland Empire Utilities Agency
Salary Matrix
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EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Communications Officer	186	UN	Exempt	6	\$68.7943	\$5,503.55	\$11,924.36	\$143,092
				7	\$70.5140	\$5,641.12	\$12,222.43	\$146,669
				8	\$72.2770	\$5,782.16	\$12,528.02	\$150,336
				9	\$74.0837	\$5,926.70	\$12,841.19	\$154,094
Communications Officer (Y-Rated; Hired Before 1/23/2022)	206	UN	Exempt	1	\$85.2866	\$6,822.93	\$14,783.02	\$177,396
Compost Facility Supervisor	185	SU	Exempt	1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950
				6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
				7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
				8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
				9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752
Compost Operator	174	GU	Non-exempt	1	\$33.8621	\$2,708.97	\$5,869.44	\$70,433
				2	\$34.7087	\$2,776.70	\$6,016.19	\$72,194
				3	\$35.5765	\$2,846.12	\$6,166.60	\$73,999
				4	\$36.4659	\$2,917.28	\$6,320.78	\$75,849
				5	\$37.3775	\$2,990.20	\$6,478.77	\$77,745
				6	\$38.3121	\$3,064.97	\$6,640.77	\$79,689
				7	\$39.2698	\$3,141.59	\$6,806.78	\$81,681
				8	\$40.2515	\$3,220.12	\$6,976.93	\$83,723
				9	\$41.2577	\$3,300.62	\$7,151.35	\$85,816
Compost Sales Representative	181	PR	Exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379
				6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Compost Worker	170	GU	Non-exempt	1	\$27.8606	\$2,228.85	\$4,829.18	\$57,950
				2	\$28.5577	\$2,284.62	\$4,950.01	\$59,400
				3	\$29.2717	\$2,341.74	\$5,073.77	\$60,885
				4	\$30.0029	\$2,400.24	\$5,200.52	\$62,406
				5	\$30.7534	\$2,460.28	\$5,330.61	\$63,967
				6	\$31.5222	\$2,521.78	\$5,463.86	\$65,566
				7	\$32.3101	\$2,584.81	\$5,600.43	\$67,205
				8	\$33.1178	\$2,649.43	\$5,740.44	\$68,885
				9	\$33.9457	\$2,715.66	\$5,883.93	\$70,607
Construction Project Inspector	180	UN	Non-exempt	1	\$45.3746	\$3,629.97	\$7,864.94	\$94,379
				2	\$46.5092	\$3,720.74	\$8,061.61	\$96,739
				3	\$47.6722	\$3,813.78	\$8,263.19	\$99,158

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
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EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Construction Project Inspector	180	UN	Non-exempt	4	\$48.8640	\$3,909.12	\$8,469.76	\$101,637
				5	\$50.0851	\$4,006.81	\$8,681.43	\$104,177
				6	\$51.3375	\$4,107.00	\$8,898.50	\$106,782
				7	\$52.6207	\$4,209.66	\$9,120.93	\$109,451
				8	\$53.9361	\$4,314.89	\$9,348.93	\$112,187
				9	\$55.2847	\$4,422.78	\$9,582.69	\$114,992
Contracts Administrator I	177	PR	Exempt	1	\$39.1967	\$3,135.74	\$6,794.11	\$81,529
				2	\$40.1775	\$3,214.20	\$6,964.10	\$83,569
				3	\$41.1813	\$3,294.51	\$7,138.11	\$85,657
				4	\$42.2111	\$3,376.89	\$7,316.60	\$87,799
				5	\$43.2664	\$3,461.32	\$7,499.53	\$89,994
				6	\$44.3476	\$3,547.81	\$7,686.93	\$92,243
				7	\$45.4563	\$3,636.51	\$7,879.11	\$94,549
				8	\$46.5928	\$3,727.43	\$8,076.10	\$96,913
Contracts Administrator II	180	PR	Exempt	9	\$47.7577	\$3,820.62	\$8,278.01	\$99,336
				1	\$45.3746	\$3,629.97	\$7,864.94	\$94,379
				2	\$46.5092	\$3,720.74	\$8,061.61	\$96,739
				3	\$47.6722	\$3,813.78	\$8,263.19	\$99,158
				4	\$48.8640	\$3,909.12	\$8,469.76	\$101,637
				5	\$50.0851	\$4,006.81	\$8,681.43	\$104,177
				6	\$51.3375	\$4,107.00	\$8,898.50	\$106,782
				7	\$52.6207	\$4,209.66	\$9,120.93	\$109,451
Contracts and Procurement Supervisor	185	SU	Exempt	8	\$53.9361	\$4,314.89	\$9,348.93	\$112,187
				9	\$55.2847	\$4,422.78	\$9,582.69	\$114,992
				1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950
				6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
Control Systems Analyst I	180	GU	Non-exempt	7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
				8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
				9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752
				1	\$45.3746	\$3,629.97	\$7,864.94	\$94,379
				2	\$46.5092	\$3,720.74	\$8,061.61	\$96,739
				3	\$47.6722	\$3,813.78	\$8,263.19	\$99,158
				4	\$48.8640	\$3,909.12	\$8,469.76	\$101,637
				5	\$50.0851	\$4,006.81	\$8,681.43	\$104,177
Control Systems Analyst II	182	GU	Non-exempt	6	\$51.3375	\$4,107.00	\$8,898.50	\$106,782
				7	\$52.6207	\$4,209.66	\$9,120.93	\$109,451
				8	\$53.9361	\$4,314.89	\$9,348.93	\$112,187
				9	\$55.2847	\$4,422.78	\$9,582.69	\$114,992
				1	\$50.0236	\$4,001.89	\$8,670.77	\$104,049
				2	\$51.2736	\$4,101.89	\$8,887.43	\$106,649
				3	\$52.5558	\$4,204.47	\$9,109.69	\$109,316
				4	\$53.8693	\$4,309.55	\$9,337.36	\$112,048

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
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EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Control Systems Analyst II	182	GU	Non-exempt	5	\$55.2164	\$4,417.32	\$9,570.86	\$114,850
				6	\$56.5962	\$4,527.70	\$9,810.02	\$117,720
				7	\$58.0116	\$4,640.93	\$10,055.35	\$120,664
				8	\$59.4621	\$4,756.97	\$10,306.77	\$123,681
				9	\$60.9481	\$4,875.85	\$10,564.35	\$126,772
Controller	190	UN	Exempt	1	\$73.9015	\$5,912.12	\$12,809.60	\$153,715
				2	\$75.7496	\$6,059.97	\$13,129.94	\$157,559
				3	\$77.6424	\$6,211.40	\$13,458.04	\$161,496
				4	\$79.5837	\$6,366.70	\$13,794.52	\$165,534
				5	\$81.5731	\$6,525.85	\$14,139.35	\$169,672
				6	\$83.6125	\$6,689.00	\$14,492.84	\$173,914
				7	\$85.7029	\$6,856.24	\$14,855.19	\$178,262
				8	\$87.8452	\$7,027.62	\$15,226.51	\$182,718
				9	\$90.0419	\$7,203.36	\$15,607.28	\$187,287
Deputy General Manager	199	EX	Exempt	1	\$117.3779	\$9,390.24	\$20,345.52	\$244,146
				2	\$120.3121	\$9,624.97	\$20,854.11	\$250,249
				3	\$123.3207	\$9,865.66	\$21,375.60	\$256,507
				4	\$126.4029	\$10,112.24	\$21,909.86	\$262,918
				5	\$129.5635	\$10,365.08	\$22,457.68	\$269,492
				6	\$132.8025	\$10,624.20	\$23,019.10	\$276,229
				7	\$136.1226	\$10,889.81	\$23,594.59	\$283,135
				8	\$139.5255	\$11,162.04	\$24,184.42	\$290,213
				9	\$143.0135	\$11,441.08	\$24,789.01	\$297,468
Deputy Manager of Maintenance	188	UN	Exempt	1	\$67.0318	\$5,362.55	\$11,618.86	\$139,426
				2	\$68.7082	\$5,496.66	\$11,909.43	\$142,913
				3	\$70.4260	\$5,634.08	\$12,207.18	\$146,486
				4	\$72.1861	\$5,774.89	\$12,512.27	\$150,147
				5	\$73.9909	\$5,919.28	\$12,825.11	\$153,901
				6	\$75.8404	\$6,067.24	\$13,145.69	\$157,748
				7	\$77.7371	\$6,218.97	\$13,474.44	\$161,693
				8	\$79.6803	\$6,374.43	\$13,811.27	\$165,735
				9	\$81.6722	\$6,533.78	\$14,156.53	\$169,878
Deputy Manager of Operations	188	UN	Exempt	1	\$67.0318	\$5,362.55	\$11,618.86	\$139,426
				2	\$68.7082	\$5,496.66	\$11,909.43	\$142,913
				3	\$70.4260	\$5,634.08	\$12,207.18	\$146,486
				4	\$72.1861	\$5,774.89	\$12,512.27	\$150,147
				5	\$73.9909	\$5,919.28	\$12,825.11	\$153,901
				6	\$75.8404	\$6,067.24	\$13,145.69	\$157,748
				7	\$77.7371	\$6,218.97	\$13,474.44	\$161,693
				8	\$79.6803	\$6,374.43	\$13,811.27	\$165,735
				9	\$81.6722	\$6,533.78	\$14,156.53	\$169,878
Director of Engineering	195	UN	Exempt	1	\$94.3222	\$7,545.78	\$16,349.19	\$196,190
				2	\$96.6808	\$7,734.47	\$16,758.02	\$201,096
				3	\$99.0976	\$7,927.81	\$17,176.93	\$206,123
				4	\$101.5750	\$8,126.00	\$17,606.34	\$211,276
				5	\$104.1140	\$8,329.12	\$18,046.43	\$216,557

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
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EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Director of Engineering	195	UN	Exempt	6	\$106.7174	\$8,537.40	\$18,497.70	\$221,972
				7	\$109.3847	\$8,750.78	\$18,960.03	\$227,520
				8	\$112.1198	\$8,969.59	\$19,434.12	\$233,209
				9	\$114.9226	\$9,193.81	\$19,919.93	\$239,039
Director of External and Government Affairs	193	UN	Exempt	1	\$85.5500	\$6,844.00	\$14,828.67	\$177,944
				2	\$87.6890	\$7,015.12	\$15,199.43	\$182,393
				3	\$89.8813	\$7,190.51	\$15,579.44	\$186,953
				4	\$92.1284	\$7,370.28	\$15,968.94	\$191,627
				5	\$94.4318	\$7,554.55	\$16,368.20	\$196,418
				6	\$96.7924	\$7,743.40	\$16,777.37	\$201,328
				7	\$99.2121	\$7,936.97	\$17,196.77	\$206,361
				8	\$101.6924	\$8,135.40	\$17,626.70	\$211,520
				9	\$104.2347	\$8,338.78	\$18,067.36	\$216,808
Director of Finance	195	UN	Exempt	1	\$94.3222	\$7,545.78	\$16,349.19	\$196,190
				2	\$96.6808	\$7,734.47	\$16,758.02	\$201,096
				3	\$99.0976	\$7,927.81	\$17,176.93	\$206,123
				4	\$101.5750	\$8,126.00	\$17,606.34	\$211,276
				5	\$104.1140	\$8,329.12	\$18,046.43	\$216,557
				6	\$106.7174	\$8,537.40	\$18,497.70	\$221,972
				7	\$109.3847	\$8,750.78	\$18,960.03	\$227,520
				8	\$112.1198	\$8,969.59	\$19,434.12	\$233,209
				9	\$114.9226	\$9,193.81	\$19,919.93	\$239,039
Director of Finance (Y-Rated; Hired Before 1/23/2022)	208	UN	Exempt	1	\$117.1515	\$9,372.12	\$20,306.26	\$243,675
Director of Human Resources	194	UN	Exempt	1	\$89.8308	\$7,186.47	\$15,570.69	\$186,848
				2	\$92.0760	\$7,366.08	\$15,959.84	\$191,518
				3	\$94.3784	\$7,550.28	\$16,358.94	\$196,307
				4	\$96.7371	\$7,738.97	\$16,767.77	\$201,213
				5	\$99.1563	\$7,932.51	\$17,187.11	\$206,245
				6	\$101.6347	\$8,130.78	\$17,616.69	\$211,400
				7	\$104.1760	\$8,334.08	\$18,057.18	\$216,686
				8	\$106.7799	\$8,542.40	\$18,508.54	\$222,102
				9	\$109.4496	\$8,755.97	\$18,971.27	\$227,655
Director of Information Technology	194	UN	Exempt	1	\$89.8308	\$7,186.47	\$15,570.69	\$186,848
				2	\$92.0760	\$7,366.08	\$15,959.84	\$191,518
				3	\$94.3784	\$7,550.28	\$16,358.94	\$196,307
				4	\$96.7371	\$7,738.97	\$16,767.77	\$201,213
				5	\$99.1563	\$7,932.51	\$17,187.11	\$206,245
				6	\$101.6347	\$8,130.78	\$17,616.69	\$211,400
				7	\$104.1760	\$8,334.08	\$18,057.18	\$216,686
				8	\$106.7799	\$8,542.40	\$18,508.54	\$222,102
				9	\$109.4496	\$8,755.97	\$18,971.27	\$227,655
Director of Operations and Maintenance	195	UN	Exempt	1	\$94.3222	\$7,545.78	\$16,349.19	\$196,190
				2	\$96.6808	\$7,734.47	\$16,758.02	\$201,096
				3	\$99.0976	\$7,927.81	\$17,176.93	\$206,123

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Director of Operations and Maintenance	195	UN	Exempt	4	\$101.5750	\$8,126.00	\$17,606.34	\$211,276
				5	\$104.1140	\$8,329.12	\$18,046.43	\$216,557
				6	\$106.7174	\$8,537.40	\$18,497.70	\$221,972
				7	\$109.3847	\$8,750.78	\$18,960.03	\$227,520
				8	\$112.1198	\$8,969.59	\$19,434.12	\$233,209
				9	\$114.9226	\$9,193.81	\$19,919.93	\$239,039
Director of Operations and Maintenance (Y-Rated; Hired Before 1/23/2022)	208	UN	Exempt	1	\$117.1515	\$9,372.12	\$20,306.26	\$243,675
Director of Planning and Resources	195	UN	Exempt	1	\$94.3222	\$7,545.78	\$16,349.19	\$196,190
				2	\$96.6808	\$7,734.47	\$16,758.02	\$201,096
				3	\$99.0976	\$7,927.81	\$17,176.93	\$206,123
				4	\$101.5750	\$8,126.00	\$17,606.34	\$211,276
				5	\$104.1140	\$8,329.12	\$18,046.43	\$216,557
				6	\$106.7174	\$8,537.40	\$18,497.70	\$221,972
				7	\$109.3847	\$8,750.78	\$18,960.03	\$227,520
				8	\$112.1198	\$8,969.59	\$19,434.12	\$233,209
				9	\$114.9226	\$9,193.81	\$19,919.93	\$239,039
Electrical & Instrumentation Technician I	176	GU	Non-exempt	1	\$37.3294	\$2,986.36	\$6,470.45	\$77,645
				2	\$38.2630	\$3,061.04	\$6,632.26	\$79,587
				3	\$39.2188	\$3,137.51	\$6,797.94	\$81,575
				4	\$40.2000	\$3,216.00	\$6,968.00	\$83,616
				5	\$41.2049	\$3,296.40	\$7,142.20	\$85,706
				6	\$42.2351	\$3,378.81	\$7,320.76	\$87,849
				7	\$43.2909	\$3,463.28	\$7,503.78	\$90,045
				8	\$44.3731	\$3,549.85	\$7,691.35	\$92,296
				9	\$45.4827	\$3,638.62	\$7,883.68	\$94,604
Electrical & Instrumentation Technician II	179	GU	Non-exempt	1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437
				4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
				6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
				7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517
Electrical & Instrumentation Technician III	181	GU	Non-exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379
				6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Electrical & Instrumentation Technician IV	182	GU	Non-exempt	1	\$50.0236	\$4,001.89	\$8,670.77	\$104,049

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
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EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Electrical & Instrumentation Technician IV	182	GU	Non-exempt	2	\$51.2736	\$4,101.89	\$8,887.43	\$106,649
				3	\$52.5558	\$4,204.47	\$9,109.69	\$109,316
				4	\$53.8693	\$4,309.55	\$9,337.36	\$112,048
				5	\$55.2164	\$4,417.32	\$9,570.86	\$114,850
				6	\$56.5962	\$4,527.70	\$9,810.02	\$117,720
				7	\$58.0116	\$4,640.93	\$10,055.35	\$120,664
				8	\$59.4621	\$4,756.97	\$10,306.77	\$123,681
				9	\$60.9481	\$4,875.85	\$10,564.35	\$126,772
Employee and Labor Relations Advocate	186	UN	Exempt	1	\$60.8039	\$4,864.32	\$10,539.36	\$126,472
				2	\$62.3241	\$4,985.93	\$10,802.85	\$129,634
				3	\$63.8823	\$5,110.59	\$11,072.95	\$132,875
				4	\$65.4794	\$5,238.36	\$11,349.78	\$136,197
				5	\$67.1164	\$5,369.32	\$11,633.53	\$139,602
				6	\$68.7943	\$5,503.55	\$11,924.36	\$143,092
				7	\$70.5140	\$5,641.12	\$12,222.43	\$146,669
				8	\$72.2770	\$5,782.16	\$12,528.02	\$150,336
Engineering Services Analyst	182	PR	Exempt	9	\$74.0837	\$5,926.70	\$12,841.19	\$154,094
				1	\$50.0236	\$4,001.89	\$8,670.77	\$104,049
				2	\$51.2736	\$4,101.89	\$8,887.43	\$106,649
				3	\$52.5558	\$4,204.47	\$9,109.69	\$109,316
				4	\$53.8693	\$4,309.55	\$9,337.36	\$112,048
				5	\$55.2164	\$4,417.32	\$9,570.86	\$114,850
				6	\$56.5962	\$4,527.70	\$9,810.02	\$117,720
				7	\$58.0116	\$4,640.93	\$10,055.35	\$120,664
Engineering Services Specialist	179	UN	Exempt	8	\$59.4621	\$4,756.97	\$10,306.77	\$123,681
				9	\$60.9481	\$4,875.85	\$10,564.35	\$126,772
				1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437
				4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
				6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
Engineering Services Supervisor	185	SU	Exempt	7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517
				1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950
Engineering Technician	175	GU	Non-exempt	6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
				7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
				8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
				9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752
				1	\$35.5529	\$2,844.24	\$6,162.52	\$73,950
				2	\$36.4419	\$2,915.36	\$6,316.62	\$75,799

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
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EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Engineering Technician	175	GU	Non-exempt	3	\$37.3525	\$2,988.20	\$6,474.44	\$77,693
				4	\$38.2866	\$3,062.93	\$6,636.35	\$79,636
				5	\$39.2438	\$3,139.51	\$6,802.28	\$81,627
				6	\$40.2246	\$3,217.97	\$6,972.27	\$83,667
				7	\$41.2303	\$3,298.43	\$7,146.60	\$85,759
				8	\$42.2611	\$3,380.89	\$7,325.27	\$87,903
				9	\$43.3178	\$3,465.43	\$7,508.44	\$90,101
Environmental Resources Planner I	179	PR	Exempt	1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437
				4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
				6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
				7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517
Environmental Resources Planner II	182	PR	Exempt	1	\$50.0236	\$4,001.89	\$8,670.77	\$104,049
				2	\$51.2736	\$4,101.89	\$8,887.43	\$106,649
				3	\$52.5558	\$4,204.47	\$9,109.69	\$109,316
				4	\$53.8693	\$4,309.55	\$9,337.36	\$112,048
				5	\$55.2164	\$4,417.32	\$9,570.86	\$114,850
				6	\$56.5962	\$4,527.70	\$9,810.02	\$117,720
				7	\$58.0116	\$4,640.93	\$10,055.35	\$120,664
				8	\$59.4621	\$4,756.97	\$10,306.77	\$123,681
				9	\$60.9481	\$4,875.85	\$10,564.35	\$126,772
Executive Assistant	178	UN	Exempt	1	\$41.1553	\$3,292.43	\$7,133.60	\$85,603
				2	\$42.1842	\$3,374.74	\$7,311.94	\$87,743
				3	\$43.2390	\$3,459.12	\$7,494.76	\$89,937
				4	\$44.3193	\$3,545.55	\$7,682.03	\$92,184
				5	\$45.4279	\$3,634.24	\$7,874.19	\$94,490
				6	\$46.5630	\$3,725.04	\$8,070.92	\$96,851
				7	\$47.7275	\$3,818.20	\$8,272.77	\$99,273
				8	\$48.9207	\$3,913.66	\$8,479.60	\$101,755
				9	\$50.1433	\$4,011.47	\$8,691.52	\$104,298
External Affairs Analyst	180	UN	Exempt	1	\$45.3746	\$3,629.97	\$7,864.94	\$94,379
				2	\$46.5092	\$3,720.74	\$8,061.61	\$96,739
				3	\$47.6722	\$3,813.78	\$8,263.19	\$99,158
				4	\$48.8640	\$3,909.12	\$8,469.76	\$101,637
				5	\$50.0851	\$4,006.81	\$8,681.43	\$104,177
				6	\$51.3375	\$4,107.00	\$8,898.50	\$106,782
				7	\$52.6207	\$4,209.66	\$9,120.93	\$109,451
				8	\$53.9361	\$4,314.89	\$9,348.93	\$112,187
				9	\$55.2847	\$4,422.78	\$9,582.69	\$114,992
External Affairs Specialist I	171	UN	Exempt	1	\$29.2539	\$2,340.32	\$5,070.70	\$60,848
				2	\$29.9851	\$2,398.81	\$5,197.43	\$62,369
				3	\$30.7347	\$2,458.78	\$5,327.36	\$63,928

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
External Affairs Specialist I	171	UN	Exempt	4	\$31.5029	\$2,520.24	\$5,460.52	\$65,526
				5	\$32.2914	\$2,583.32	\$5,597.20	\$67,166
				6	\$33.0981	\$2,647.85	\$5,737.01	\$68,844
				7	\$33.9260	\$2,714.08	\$5,880.51	\$70,566
				8	\$34.7736	\$2,781.89	\$6,027.43	\$72,329
				9	\$35.6433	\$2,851.47	\$6,178.19	\$74,138
External Affairs Specialist II	177	UN	Exempt	1	\$39.1967	\$3,135.74	\$6,794.11	\$81,529
				2	\$40.1775	\$3,214.20	\$6,964.10	\$83,569
				3	\$41.1813	\$3,294.51	\$7,138.11	\$85,657
				4	\$42.2111	\$3,376.89	\$7,316.60	\$87,799
				5	\$43.2664	\$3,461.32	\$7,499.53	\$89,994
				6	\$44.3476	\$3,547.81	\$7,686.93	\$92,243
				7	\$45.4563	\$3,636.51	\$7,879.11	\$94,549
				8	\$46.5928	\$3,727.43	\$8,076.10	\$96,913
				9	\$47.7577	\$3,820.62	\$8,278.01	\$99,336
Facilities Program Coordinator	181	PR	Exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379
				6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Facilities Program Supervisor	185	SU	Exempt	1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950
				6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
				7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
				8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
				9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752
Facilities Specialist	177	PR	Exempt	1	\$39.1967	\$3,135.74	\$6,794.11	\$81,529
				2	\$40.1775	\$3,214.20	\$6,964.10	\$83,569
				3	\$41.1813	\$3,294.51	\$7,138.11	\$85,657
				4	\$42.2111	\$3,376.89	\$7,316.60	\$87,799
				5	\$43.2664	\$3,461.32	\$7,499.53	\$89,994
				6	\$44.3476	\$3,547.81	\$7,686.93	\$92,243
				7	\$45.4563	\$3,636.51	\$7,879.11	\$94,549
				8	\$46.5928	\$3,727.43	\$8,076.10	\$96,913
				9	\$47.7577	\$3,820.62	\$8,278.01	\$99,336
Facilities Specialist - Landscape	177	UN	Exempt	1	\$39.1967	\$3,135.74	\$6,794.11	\$81,529
				2	\$40.1775	\$3,214.20	\$6,964.10	\$83,569
				3	\$41.1813	\$3,294.51	\$7,138.11	\$85,657
				4	\$42.2111	\$3,376.89	\$7,316.60	\$87,799

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Facilities Specialist - Landscape	177	UN	Exempt	5	\$43.2664	\$3,461.32	\$7,499.53	\$89,994
				6	\$44.3476	\$3,547.81	\$7,686.93	\$92,243
				7	\$45.4563	\$3,636.51	\$7,879.11	\$94,549
				8	\$46.5928	\$3,727.43	\$8,076.10	\$96,913
				9	\$47.7577	\$3,820.62	\$8,278.01	\$99,336
Facilities Technician I	172	GU	Non-exempt	1	\$30.7174	\$2,457.40	\$5,324.37	\$63,892
				2	\$31.4856	\$2,518.85	\$5,457.51	\$65,490
				3	\$32.2731	\$2,581.85	\$5,594.01	\$67,128
				4	\$33.0799	\$2,646.40	\$5,733.87	\$68,806
				5	\$33.9068	\$2,712.55	\$5,877.20	\$70,526
				6	\$34.7544	\$2,780.36	\$6,024.12	\$72,289
				7	\$35.6231	\$2,849.85	\$6,174.68	\$74,096
				8	\$36.5140	\$2,921.12	\$6,329.10	\$75,949
				9	\$37.4265	\$2,994.12	\$6,487.26	\$77,847
Facilities Technician II	174	GU	Non-exempt	1	\$33.8621	\$2,708.97	\$5,869.44	\$70,433
				2	\$34.7087	\$2,776.70	\$6,016.19	\$72,194
				3	\$35.5765	\$2,846.12	\$6,166.60	\$73,999
				4	\$36.4659	\$2,917.28	\$6,320.78	\$75,849
				5	\$37.3775	\$2,990.20	\$6,478.77	\$77,745
				6	\$38.3121	\$3,064.97	\$6,640.77	\$79,689
				7	\$39.2698	\$3,141.59	\$6,806.78	\$81,681
				8	\$40.2515	\$3,220.12	\$6,976.93	\$83,723
				9	\$41.2577	\$3,300.62	\$7,151.35	\$85,816
Facilities Technician III	177	GU	Non-exempt	1	\$39.1967	\$3,135.74	\$6,794.11	\$81,529
				2	\$40.1775	\$3,214.20	\$6,964.10	\$83,569
				3	\$41.1813	\$3,294.51	\$7,138.11	\$85,657
				4	\$42.2111	\$3,376.89	\$7,316.60	\$87,799
				5	\$43.2664	\$3,461.32	\$7,499.53	\$89,994
				6	\$44.3476	\$3,547.81	\$7,686.93	\$92,243
				7	\$45.4563	\$3,636.51	\$7,879.11	\$94,549
				8	\$46.5928	\$3,727.43	\$8,076.10	\$96,913
				9	\$47.7577	\$3,820.62	\$8,278.01	\$99,336
Financial Analyst I	179	PR	Exempt	1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437
				4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
				6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
				7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517
Financial Analyst II	181	PR	Exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Financial Analyst II	181	PR	Exempt	6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
General Manager	205	EX	Exempt	1	\$154.2169	\$12,337.36	\$26,730.95	\$320,771
GIS Specialist	178	UN	Exempt	1	\$41.1553	\$3,292.43	\$7,133.60	\$85,603
				2	\$42.1842	\$3,374.74	\$7,311.94	\$87,743
				3	\$43.2390	\$3,459.12	\$7,494.76	\$89,937
				4	\$44.3193	\$3,545.55	\$7,682.03	\$92,184
				5	\$45.4279	\$3,634.24	\$7,874.19	\$94,490
				6	\$46.5630	\$3,725.04	\$8,070.92	\$96,851
				7	\$47.7275	\$3,818.20	\$8,272.77	\$99,273
				8	\$48.9207	\$3,913.66	\$8,479.60	\$101,755
				9	\$50.1433	\$4,011.47	\$8,691.52	\$104,298
Grants Administrator	179	PR	Exempt	1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437
				4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
				6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
				7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517
Grants and Government Affairs Officer	186	UN	Exempt	1	\$60.8039	\$4,864.32	\$10,539.36	\$126,472
				2	\$62.3241	\$4,985.93	\$10,802.85	\$129,634
				3	\$63.8823	\$5,110.59	\$11,072.95	\$132,875
				4	\$65.4794	\$5,238.36	\$11,349.78	\$136,197
				5	\$67.1164	\$5,369.32	\$11,633.53	\$139,602
				6	\$68.7943	\$5,503.55	\$11,924.36	\$143,092
				7	\$70.5140	\$5,641.12	\$12,222.43	\$146,669
				8	\$72.2770	\$5,782.16	\$12,528.02	\$150,336
				9	\$74.0837	\$5,926.70	\$12,841.19	\$154,094
Groundwater Recharge Supervisor	187	SU	Exempt	1	\$63.8428	\$5,107.43	\$11,066.10	\$132,793
				2	\$65.4385	\$5,235.08	\$11,342.68	\$136,112
				3	\$67.0746	\$5,365.97	\$11,626.27	\$139,515
				4	\$68.7515	\$5,500.12	\$11,916.93	\$143,003
				5	\$70.4698	\$5,637.59	\$12,214.78	\$146,577
				6	\$72.2318	\$5,778.55	\$12,520.20	\$150,242
				7	\$74.0375	\$5,923.00	\$12,833.17	\$153,998
				8	\$75.8885	\$6,071.08	\$13,154.01	\$157,848
				9	\$77.7861	\$6,222.89	\$13,482.93	\$161,795
Human Resources Analyst	181	UN	Exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Human Resources Analyst	181	UN	Exempt	5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379
				6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Human Resources Officer	186	UN	Exempt	1	\$60.8039	\$4,864.32	\$10,539.36	\$126,472
				2	\$62.3241	\$4,985.93	\$10,802.85	\$129,634
				3	\$63.8823	\$5,110.59	\$11,072.95	\$132,875
				4	\$65.4794	\$5,238.36	\$11,349.78	\$136,197
				5	\$67.1164	\$5,369.32	\$11,633.53	\$139,602
				6	\$68.7943	\$5,503.55	\$11,924.36	\$143,092
				7	\$70.5140	\$5,641.12	\$12,222.43	\$146,669
				8	\$72.2770	\$5,782.16	\$12,528.02	\$150,336
				9	\$74.0837	\$5,926.70	\$12,841.19	\$154,094
Human Resources Specialist	177	UN	Exempt	1	\$39.1967	\$3,135.74	\$6,794.11	\$81,529
				2	\$40.1775	\$3,214.20	\$6,964.10	\$83,569
				3	\$41.1813	\$3,294.51	\$7,138.11	\$85,657
				4	\$42.2111	\$3,376.89	\$7,316.60	\$87,799
				5	\$43.2664	\$3,461.32	\$7,499.53	\$89,994
				6	\$44.3476	\$3,547.81	\$7,686.93	\$92,243
				7	\$45.4563	\$3,636.51	\$7,879.11	\$94,549
				8	\$46.5928	\$3,727.43	\$8,076.10	\$96,913
				9	\$47.7577	\$3,820.62	\$8,278.01	\$99,336
HVAC Technician	177	GU	Non-exempt	1	\$39.1967	\$3,135.74	\$6,794.11	\$81,529
				2	\$40.1775	\$3,214.20	\$6,964.10	\$83,569
				3	\$41.1813	\$3,294.51	\$7,138.11	\$85,657
				4	\$42.2111	\$3,376.89	\$7,316.60	\$87,799
				5	\$43.2664	\$3,461.32	\$7,499.53	\$89,994
				6	\$44.3476	\$3,547.81	\$7,686.93	\$92,243
				7	\$45.4563	\$3,636.51	\$7,879.11	\$94,549
				8	\$46.5928	\$3,727.43	\$8,076.10	\$96,913
				9	\$47.7577	\$3,820.62	\$8,278.01	\$99,336
Industrial Engine Technician I	177	GU	Non-exempt	1	\$39.1967	\$3,135.74	\$6,794.11	\$81,529
				2	\$40.1775	\$3,214.20	\$6,964.10	\$83,569
				3	\$41.1813	\$3,294.51	\$7,138.11	\$85,657
				4	\$42.2111	\$3,376.89	\$7,316.60	\$87,799
				5	\$43.2664	\$3,461.32	\$7,499.53	\$89,994
				6	\$44.3476	\$3,547.81	\$7,686.93	\$92,243
				7	\$45.4563	\$3,636.51	\$7,879.11	\$94,549
				8	\$46.5928	\$3,727.43	\$8,076.10	\$96,913
				9	\$47.7577	\$3,820.62	\$8,278.01	\$99,336
Industrial Engine Technician II	181	GU	Non-exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Industrial Engine Technician II	181	GU	Non-exempt	6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Information Security Officer	186	UN	Exempt	1	\$60.8039	\$4,864.32	\$10,539.36	\$126,472
				2	\$62.3241	\$4,985.93	\$10,802.85	\$129,634
				3	\$63.8823	\$5,110.59	\$11,072.95	\$132,875
				4	\$65.4794	\$5,238.36	\$11,349.78	\$136,197
				5	\$67.1164	\$5,369.32	\$11,633.53	\$139,602
				6	\$68.7943	\$5,503.55	\$11,924.36	\$143,092
				7	\$70.5140	\$5,641.12	\$12,222.43	\$146,669
				8	\$72.2770	\$5,782.16	\$12,528.02	\$150,336
				9	\$74.0837	\$5,926.70	\$12,841.19	\$154,094
Information Systems Analyst I	179	PR	Exempt	1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437
				4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
				6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
				7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517
Information Systems Analyst II	181	PR	Exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379
				6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Intern	001	OTR	Non-exempt	1	\$16.0000			
				2	\$17.0000			
				3	\$18.0000			
				4	\$19.0000			
				5	\$20.0000			
				6	\$21.0000			
Internal Auditor	179	PR	Exempt	1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437
				4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
				6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
				7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Inventory Resources Coordinator	181	PR	Exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379
				6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Laboratory Assistant	172	LB	Non-exempt	1	\$30.7174	\$2,457.40	\$5,324.37	\$63,892
				2	\$31.4856	\$2,518.85	\$5,457.51	\$65,490
				3	\$32.2731	\$2,581.85	\$5,594.01	\$67,128
				4	\$33.0799	\$2,646.40	\$5,733.87	\$68,806
				5	\$33.9068	\$2,712.55	\$5,877.20	\$70,526
				6	\$34.7544	\$2,780.36	\$6,024.12	\$72,289
				7	\$35.6231	\$2,849.85	\$6,174.68	\$74,096
				8	\$36.5140	\$2,921.12	\$6,329.10	\$75,949
				9	\$37.4265	\$2,994.12	\$6,487.26	\$77,847
Laboratory Scientist I	177	LB	Non-exempt	1	\$39.1967	\$3,135.74	\$6,794.11	\$81,529
				2	\$40.1775	\$3,214.20	\$6,964.10	\$83,569
				3	\$41.1813	\$3,294.51	\$7,138.11	\$85,657
				4	\$42.2111	\$3,376.89	\$7,316.60	\$87,799
				5	\$43.2664	\$3,461.32	\$7,499.53	\$89,994
				6	\$44.3476	\$3,547.81	\$7,686.93	\$92,243
				7	\$45.4563	\$3,636.51	\$7,879.11	\$94,549
				8	\$46.5928	\$3,727.43	\$8,076.10	\$96,913
				9	\$47.7577	\$3,820.62	\$8,278.01	\$99,336
Laboratory Scientist II	179	LB	Non-exempt	1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437
				4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
				6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
				7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517
Laboratory Supervisor	185	SU	Exempt	1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950
				6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
				7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
				8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
				9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752

Inland Empire Utilities Agency

EXHIBIT 1

Salary Matrix

Effective January 1, 2023

Adopted December 21, 2022

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Maintenance Planner/Scheduler	182	GU	Non-exempt	1	\$50.0236	\$4,001.89	\$8,670.77	\$104,049
				2	\$51.2736	\$4,101.89	\$8,887.43	\$106,649
				3	\$52.5558	\$4,204.47	\$9,109.69	\$109,316
				4	\$53.8693	\$4,309.55	\$9,337.36	\$112,048
				5	\$55.2164	\$4,417.32	\$9,570.86	\$114,850
				6	\$56.5962	\$4,527.70	\$9,810.02	\$117,720
				7	\$58.0116	\$4,640.93	\$10,055.35	\$120,664
				8	\$59.4621	\$4,756.97	\$10,306.77	\$123,681
				9	\$60.9481	\$4,875.85	\$10,564.35	\$126,772
Maintenance Supervisor	185	SU	Exempt	1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950
				6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
				7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
				8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
				9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752
Manager of Asset Management	190	UN	Exempt	1	\$73.9015	\$5,912.12	\$12,809.60	\$153,715
				2	\$75.7496	\$6,059.97	\$13,129.94	\$157,559
				3	\$77.6424	\$6,211.40	\$13,458.04	\$161,496
				4	\$79.5837	\$6,366.70	\$13,794.52	\$165,534
				5	\$81.5731	\$6,525.85	\$14,139.35	\$169,672
				6	\$83.6125	\$6,689.00	\$14,492.84	\$173,914
				7	\$85.7029	\$6,856.24	\$14,855.19	\$178,262
				8	\$87.8452	\$7,027.62	\$15,226.51	\$182,718
				9	\$90.0419	\$7,203.36	\$15,607.28	\$187,287
Manager of Compliance and Sustainability	190	UN	Exempt	1	\$73.9015	\$5,912.12	\$12,809.60	\$153,715
				2	\$75.7496	\$6,059.97	\$13,129.94	\$157,559
				3	\$77.6424	\$6,211.40	\$13,458.04	\$161,496
				4	\$79.5837	\$6,366.70	\$13,794.52	\$165,534
				5	\$81.5731	\$6,525.85	\$14,139.35	\$169,672
				6	\$83.6125	\$6,689.00	\$14,492.84	\$173,914
				7	\$85.7029	\$6,856.24	\$14,855.19	\$178,262
				8	\$87.8452	\$7,027.62	\$15,226.51	\$182,718
				9	\$90.0419	\$7,203.36	\$15,607.28	\$187,287
Manager of Contracts and Procurement	190	UN	Exempt	1	\$73.9015	\$5,912.12	\$12,809.60	\$153,715
				2	\$75.7496	\$6,059.97	\$13,129.94	\$157,559
				3	\$77.6424	\$6,211.40	\$13,458.04	\$161,496
				4	\$79.5837	\$6,366.70	\$13,794.52	\$165,534
				5	\$81.5731	\$6,525.85	\$14,139.35	\$169,672
				6	\$83.6125	\$6,689.00	\$14,492.84	\$173,914
				7	\$85.7029	\$6,856.24	\$14,855.19	\$178,262
				8	\$87.8452	\$7,027.62	\$15,226.51	\$182,718
				9	\$90.0419	\$7,203.36	\$15,607.28	\$187,287
Manager of Engineering	192	UN	Exempt	1	\$81.4775	\$6,518.20	\$14,122.77	\$169,473

Inland Empire Utilities Agency

EXHIBIT 1

Salary Matrix

Effective January 1, 2023

Adopted December 21, 2022

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Manager of Engineering	192	UN	Exempt	2	\$83.5145	\$6,681.16	\$14,475.85	\$173,710
				3	\$85.6020	\$6,848.16	\$14,837.68	\$178,052
				4	\$87.7419	\$7,019.36	\$15,208.62	\$182,503
				5	\$89.9356	\$7,194.85	\$15,588.85	\$187,066
				6	\$92.1842	\$7,374.74	\$15,978.61	\$191,743
				7	\$94.4885	\$7,559.08	\$16,378.01	\$196,536
				8	\$96.8510	\$7,748.08	\$16,787.51	\$201,450
				9	\$99.2722	\$7,941.78	\$17,207.19	\$206,486
Manager of Environmental Services	190	UN	Exempt	1	\$73.9015	\$5,912.12	\$12,809.60	\$153,715
				2	\$75.7496	\$6,059.97	\$13,129.94	\$157,559
				3	\$77.6424	\$6,211.40	\$13,458.04	\$161,496
				4	\$79.5837	\$6,366.70	\$13,794.52	\$165,534
				5	\$81.5731	\$6,525.85	\$14,139.35	\$169,672
				6	\$83.6125	\$6,689.00	\$14,492.84	\$173,914
				7	\$85.7029	\$6,856.24	\$14,855.19	\$178,262
				8	\$87.8452	\$7,027.62	\$15,226.51	\$182,718
Manager of Facilities and Water System Programs	190	UN	Exempt	9	\$90.0419	\$7,203.36	\$15,607.28	\$187,287
				1	\$73.9015	\$5,912.12	\$12,809.60	\$153,715
				2	\$75.7496	\$6,059.97	\$13,129.94	\$157,559
				3	\$77.6424	\$6,211.40	\$13,458.04	\$161,496
				4	\$79.5837	\$6,366.70	\$13,794.52	\$165,534
				5	\$81.5731	\$6,525.85	\$14,139.35	\$169,672
				6	\$83.6125	\$6,689.00	\$14,492.84	\$173,914
				7	\$85.7029	\$6,856.24	\$14,855.19	\$178,262
Manager of Human Resources	190	UN	Exempt	8	\$87.8452	\$7,027.62	\$15,226.51	\$182,718
				9	\$90.0419	\$7,203.36	\$15,607.28	\$187,287
				1	\$73.9015	\$5,912.12	\$12,809.60	\$153,715
				2	\$75.7496	\$6,059.97	\$13,129.94	\$157,559
				3	\$77.6424	\$6,211.40	\$13,458.04	\$161,496
				4	\$79.5837	\$6,366.70	\$13,794.52	\$165,534
				5	\$81.5731	\$6,525.85	\$14,139.35	\$169,672
				6	\$83.6125	\$6,689.00	\$14,492.84	\$173,914
Manager of Information Technology	190	UN	Exempt	7	\$85.7029	\$6,856.24	\$14,855.19	\$178,262
				8	\$87.8452	\$7,027.62	\$15,226.51	\$182,718
				9	\$90.0419	\$7,203.36	\$15,607.28	\$187,287
				1	\$73.9015	\$5,912.12	\$12,809.60	\$153,715
				2	\$75.7496	\$6,059.97	\$13,129.94	\$157,559
				3	\$77.6424	\$6,211.40	\$13,458.04	\$161,496
				4	\$79.5837	\$6,366.70	\$13,794.52	\$165,534
				5	\$81.5731	\$6,525.85	\$14,139.35	\$169,672
Manager of Internal Audit	190	UN	Exempt	6	\$83.6125	\$6,689.00	\$14,492.84	\$173,914
				7	\$85.7029	\$6,856.24	\$14,855.19	\$178,262
				8	\$87.8452	\$7,027.62	\$15,226.51	\$182,718
				9	\$90.0419	\$7,203.36	\$15,607.28	\$187,287
				1	\$73.9015	\$5,912.12	\$12,809.60	\$153,715
				2	\$75.7496	\$6,059.97	\$13,129.94	\$157,559
				3	\$77.6424	\$6,211.40	\$13,458.04	\$161,496
				4	\$79.5837	\$6,366.70	\$13,794.52	\$165,534

Inland Empire Utilities Agency

EXHIBIT 1

Salary Matrix

Effective January 1, 2023

Adopted December 21, 2022

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Manager of Internal Audit	190	UN	Exempt	2	\$75.7496	\$6,059.97	\$13,129.94	\$157,559
				3	\$77.6424	\$6,211.40	\$13,458.04	\$161,496
				4	\$79.5837	\$6,366.70	\$13,794.52	\$165,534
				5	\$81.5731	\$6,525.85	\$14,139.35	\$169,672
				6	\$83.6125	\$6,689.00	\$14,492.84	\$173,914
				7	\$85.7029	\$6,856.24	\$14,855.19	\$178,262
				8	\$87.8452	\$7,027.62	\$15,226.51	\$182,718
				9	\$90.0419	\$7,203.36	\$15,607.28	\$187,287
Manager of Laboratories	190	UN	Exempt	1	\$73.9015	\$5,912.12	\$12,809.60	\$153,715
				2	\$75.7496	\$6,059.97	\$13,129.94	\$157,559
				3	\$77.6424	\$6,211.40	\$13,458.04	\$161,496
				4	\$79.5837	\$6,366.70	\$13,794.52	\$165,534
				5	\$81.5731	\$6,525.85	\$14,139.35	\$169,672
				6	\$83.6125	\$6,689.00	\$14,492.84	\$173,914
				7	\$85.7029	\$6,856.24	\$14,855.19	\$178,262
				8	\$87.8452	\$7,027.62	\$15,226.51	\$182,718
Manager of Maintenance	192	UN	Exempt	9	\$90.0419	\$7,203.36	\$15,607.28	\$187,287
				1	\$81.4775	\$6,518.20	\$14,122.77	\$169,473
				2	\$83.5145	\$6,681.16	\$14,475.85	\$173,710
				3	\$85.6020	\$6,848.16	\$14,837.68	\$178,052
				4	\$87.7419	\$7,019.36	\$15,208.62	\$182,503
				5	\$89.9356	\$7,194.85	\$15,588.85	\$187,066
				6	\$92.1842	\$7,374.74	\$15,978.61	\$191,743
				7	\$94.4885	\$7,559.08	\$16,378.01	\$196,536
Manager of Operations	192	UN	Exempt	8	\$96.8510	\$7,748.08	\$16,787.51	\$201,450
				9	\$99.2722	\$7,941.78	\$17,207.19	\$206,486
				1	\$81.4775	\$6,518.20	\$14,122.77	\$169,473
				2	\$83.5145	\$6,681.16	\$14,475.85	\$173,710
				3	\$85.6020	\$6,848.16	\$14,837.68	\$178,052
				4	\$87.7419	\$7,019.36	\$15,208.62	\$182,503
				5	\$89.9356	\$7,194.85	\$15,588.85	\$187,066
				6	\$92.1842	\$7,374.74	\$15,978.61	\$191,743
Manager of Regional Composting Authority	192	UN	Exempt	7	\$94.4885	\$7,559.08	\$16,378.01	\$196,536
				8	\$96.8510	\$7,748.08	\$16,787.51	\$201,450
				9	\$99.2722	\$7,941.78	\$17,207.19	\$206,486
				1	\$81.4775	\$6,518.20	\$14,122.77	\$169,473
				2	\$83.5145	\$6,681.16	\$14,475.85	\$173,710
				3	\$85.6020	\$6,848.16	\$14,837.68	\$178,052
				4	\$87.7419	\$7,019.36	\$15,208.62	\$182,503
				5	\$89.9356	\$7,194.85	\$15,588.85	\$187,066
Manager of Water Resources	190	UN	Exempt	6	\$92.1842	\$7,374.74	\$15,978.61	\$191,743
				7	\$94.4885	\$7,559.08	\$16,378.01	\$196,536
				8	\$96.8510	\$7,748.08	\$16,787.51	\$201,450
				9	\$99.2722	\$7,941.78	\$17,207.19	\$206,486
				1	\$73.9015	\$5,912.12	\$12,809.60	\$153,715
				2	\$75.7496	\$6,059.97	\$13,129.94	\$157,559

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Manager of Water Resources	190	UN	Exempt	3	\$77.6424	\$6,211.40	\$13,458.04	\$161,496
				4	\$79.5837	\$6,366.70	\$13,794.52	\$165,534
				5	\$81.5731	\$6,525.85	\$14,139.35	\$169,672
				6	\$83.6125	\$6,689.00	\$14,492.84	\$173,914
				7	\$85.7029	\$6,856.24	\$14,855.19	\$178,262
				8	\$87.8452	\$7,027.62	\$15,226.51	\$182,718
				9	\$90.0419	\$7,203.36	\$15,607.28	\$187,287
Materials Specialist	182	PR	Exempt	1	\$50.0236	\$4,001.89	\$8,670.77	\$104,049
				2	\$51.2736	\$4,101.89	\$8,887.43	\$106,649
				3	\$52.5558	\$4,204.47	\$9,109.69	\$109,316
				4	\$53.8693	\$4,309.55	\$9,337.36	\$112,048
				5	\$55.2164	\$4,417.32	\$9,570.86	\$114,850
				6	\$56.5962	\$4,527.70	\$9,810.02	\$117,720
				7	\$58.0116	\$4,640.93	\$10,055.35	\$120,664
				8	\$59.4621	\$4,756.97	\$10,306.77	\$123,681
				9	\$60.9481	\$4,875.85	\$10,564.35	\$126,772
Mechanic I	172	GU	Non-exempt	1	\$30.7174	\$2,457.40	\$5,324.37	\$63,892
				2	\$31.4856	\$2,518.85	\$5,457.51	\$65,490
				3	\$32.2731	\$2,581.85	\$5,594.01	\$67,128
				4	\$33.0799	\$2,646.40	\$5,733.87	\$68,806
				5	\$33.9068	\$2,712.55	\$5,877.20	\$70,526
				6	\$34.7544	\$2,780.36	\$6,024.12	\$72,289
				7	\$35.6231	\$2,849.85	\$6,174.68	\$74,096
				8	\$36.5140	\$2,921.12	\$6,329.10	\$75,949
				9	\$37.4265	\$2,994.12	\$6,487.26	\$77,847
Mechanic II	176	GU	Non-exempt	1	\$37.3294	\$2,986.36	\$6,470.45	\$77,645
				2	\$38.2630	\$3,061.04	\$6,632.26	\$79,587
				3	\$39.2188	\$3,137.51	\$6,797.94	\$81,575
				4	\$40.2000	\$3,216.00	\$6,968.00	\$83,616
				5	\$41.2049	\$3,296.40	\$7,142.20	\$85,706
				6	\$42.2351	\$3,378.81	\$7,320.76	\$87,849
				7	\$43.2909	\$3,463.28	\$7,503.78	\$90,045
				8	\$44.3731	\$3,549.85	\$7,691.35	\$92,296
				9	\$45.4827	\$3,638.62	\$7,883.68	\$94,604
Mechanic III	179	GU	Non-exempt	1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437
				4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
				6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
				7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517
Mechanic IV	181	GU	Non-exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Mechanic IV	181	GU	Non-exempt	4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379
				6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Network Administrator	183	PR	Exempt	1	\$52.5270	\$4,202.16	\$9,104.68	\$109,256
				2	\$53.8395	\$4,307.16	\$9,332.18	\$111,986
				3	\$55.1856	\$4,414.85	\$9,565.51	\$114,786
				4	\$56.5654	\$4,525.24	\$9,804.69	\$117,656
				5	\$57.9799	\$4,638.40	\$10,049.87	\$120,598
				6	\$59.4289	\$4,754.32	\$10,301.03	\$123,612
				7	\$60.9145	\$4,873.16	\$10,558.52	\$126,702
				8	\$62.4375	\$4,995.00	\$10,822.50	\$129,870
Office Assistant	166	GU	Non-exempt	9	\$63.9986	\$5,119.89	\$11,093.10	\$133,117
				1	\$22.9246	\$1,833.97	\$3,973.61	\$47,683
				2	\$23.4981	\$1,879.85	\$4,073.01	\$48,876
				3	\$24.0856	\$1,926.85	\$4,174.85	\$50,098
				4	\$24.6875	\$1,975.00	\$4,279.17	\$51,350
				5	\$25.3044	\$2,024.36	\$4,386.12	\$52,633
				6	\$25.9375	\$2,075.00	\$4,495.84	\$53,950
				7	\$26.5856	\$2,126.85	\$4,608.18	\$55,298
Office Assistant (confidential)	166	UN	Non-exempt	8	\$27.2500	\$2,180.00	\$4,723.34	\$56,680
				9	\$27.9313	\$2,234.51	\$4,841.44	\$58,097
				1	\$22.9246	\$1,833.97	\$3,973.61	\$47,683
				2	\$23.4981	\$1,879.85	\$4,073.01	\$48,876
				3	\$24.0856	\$1,926.85	\$4,174.85	\$50,098
				4	\$24.6875	\$1,975.00	\$4,279.17	\$51,350
				5	\$25.3044	\$2,024.36	\$4,386.12	\$52,633
				6	\$25.9375	\$2,075.00	\$4,495.84	\$53,950
Operations and Maintenance Training Coordinator	183	UN	Non-exempt	7	\$26.5856	\$2,126.85	\$4,608.18	\$55,298
				8	\$27.2500	\$2,180.00	\$4,723.34	\$56,680
				9	\$27.9313	\$2,234.51	\$4,841.44	\$58,097
				1	\$52.5270	\$4,202.16	\$9,104.68	\$109,256
				2	\$53.8395	\$4,307.16	\$9,332.18	\$111,986
				3	\$55.1856	\$4,414.85	\$9,565.51	\$114,786
				4	\$56.5654	\$4,525.24	\$9,804.69	\$117,656
				5	\$57.9799	\$4,638.40	\$10,049.87	\$120,598
Operations Specialist	179	UN	Exempt	6	\$59.4289	\$4,754.32	\$10,301.03	\$123,612
				7	\$60.9145	\$4,873.16	\$10,558.52	\$126,702
				8	\$62.4375	\$4,995.00	\$10,822.50	\$129,870
				9	\$63.9986	\$5,119.89	\$11,093.10	\$133,117
				1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Operations Specialist	179	UN	Exempt	4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
				6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
				7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517
Operations Supervisor	185	SU	Non-exempt	1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950
				6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
				7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
				8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
				9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752
Pretreatment & Source Control Inspector I	174	GU	Non-exempt	1	\$33.8621	\$2,708.97	\$5,869.44	\$70,433
				2	\$34.7087	\$2,776.70	\$6,016.19	\$72,194
				3	\$35.5765	\$2,846.12	\$6,166.60	\$73,999
				4	\$36.4659	\$2,917.28	\$6,320.78	\$75,849
				5	\$37.3775	\$2,990.20	\$6,478.77	\$77,745
				6	\$38.3121	\$3,064.97	\$6,640.77	\$79,689
				7	\$39.2698	\$3,141.59	\$6,806.78	\$81,681
				8	\$40.2515	\$3,220.12	\$6,976.93	\$83,723
				9	\$41.2577	\$3,300.62	\$7,151.35	\$85,816
Pretreatment & Source Control Inspector II	177	GU	Non-exempt	1	\$39.1967	\$3,135.74	\$6,794.11	\$81,529
				2	\$40.1775	\$3,214.20	\$6,964.10	\$83,569
				3	\$41.1813	\$3,294.51	\$7,138.11	\$85,657
				4	\$42.2111	\$3,376.89	\$7,316.60	\$87,799
				5	\$43.2664	\$3,461.32	\$7,499.53	\$89,994
				6	\$44.3476	\$3,547.81	\$7,686.93	\$92,243
				7	\$45.4563	\$3,636.51	\$7,879.11	\$94,549
				8	\$46.5928	\$3,727.43	\$8,076.10	\$96,913
				9	\$47.7577	\$3,820.62	\$8,278.01	\$99,336
Principal Accountant	186	UN	Exempt	1	\$60.8039	\$4,864.32	\$10,539.36	\$126,472
				2	\$62.3241	\$4,985.93	\$10,802.85	\$129,634
				3	\$63.8823	\$5,110.59	\$11,072.95	\$132,875
				4	\$65.4794	\$5,238.36	\$11,349.78	\$136,197
				5	\$67.1164	\$5,369.32	\$11,633.53	\$139,602
				6	\$68.7943	\$5,503.55	\$11,924.36	\$143,092
				7	\$70.5140	\$5,641.12	\$12,222.43	\$146,669
				8	\$72.2770	\$5,782.16	\$12,528.02	\$150,336
				9	\$74.0837	\$5,926.70	\$12,841.19	\$154,094
Principal Engineer	188	UN	Exempt	1	\$67.0318	\$5,362.55	\$11,618.86	\$139,426
				2	\$68.7082	\$5,496.66	\$11,909.43	\$142,913
				3	\$70.4260	\$5,634.08	\$12,207.18	\$146,486
				4	\$72.1861	\$5,774.89	\$12,512.27	\$150,147

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Principal Engineer	188	UN	Exempt	5	\$73.9909	\$5,919.28	\$12,825.11	\$153,901
				6	\$75.8404	\$6,067.24	\$13,145.69	\$157,748
				7	\$77.7371	\$6,218.97	\$13,474.44	\$161,693
				8	\$79.6803	\$6,374.43	\$13,811.27	\$165,735
				9	\$81.6722	\$6,533.78	\$14,156.53	\$169,878
Process Automation & Controls Supervisor	185	SU	Exempt	1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950
				6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
				7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
				8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
				9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752
Procurement Specialist I	174	PR	Non-exempt	1	\$33.8621	\$2,708.97	\$5,869.44	\$70,433
				2	\$34.7087	\$2,776.70	\$6,016.19	\$72,194
				3	\$35.5765	\$2,846.12	\$6,166.60	\$73,999
				4	\$36.4659	\$2,917.28	\$6,320.78	\$75,849
				5	\$37.3775	\$2,990.20	\$6,478.77	\$77,745
				6	\$38.3121	\$3,064.97	\$6,640.77	\$79,689
				7	\$39.2698	\$3,141.59	\$6,806.78	\$81,681
				8	\$40.2515	\$3,220.12	\$6,976.93	\$83,723
				9	\$41.2577	\$3,300.62	\$7,151.35	\$85,816
Procurement Specialist II ¹	175	PR	Non-exempt	1	\$35.5529	\$2,844.24	\$6,162.52	\$73,950
				2	\$36.4419	\$2,915.36	\$6,316.62	\$75,799
				3	\$37.3525	\$2,988.20	\$6,474.44	\$77,693
				4	\$38.2866	\$3,062.93	\$6,636.35	\$79,636
				5	\$39.2438	\$3,139.51	\$6,802.28	\$81,627
				6	\$40.2246	\$3,217.97	\$6,972.27	\$83,667
				7	\$41.2303	\$3,298.43	\$7,146.60	\$85,759
				8	\$42.2611	\$3,380.89	\$7,325.27	\$87,903
				9	\$43.3178	\$3,465.43	\$7,508.44	\$90,101
Project Manager I	184	PR	Exempt	1	\$55.1510	\$4,412.08	\$9,559.51	\$114,714
				2	\$56.5299	\$4,522.40	\$9,798.54	\$117,582
				3	\$57.9433	\$4,635.47	\$10,043.52	\$120,522
				4	\$59.3919	\$4,751.36	\$10,294.62	\$123,535
				5	\$60.8770	\$4,870.16	\$10,552.02	\$126,624
				6	\$62.3986	\$4,991.89	\$10,815.77	\$129,789
				7	\$63.9582	\$5,116.66	\$11,086.10	\$133,033
				8	\$65.5568	\$5,244.55	\$11,363.20	\$136,358
				9	\$67.1962	\$5,375.70	\$11,647.35	\$139,768
Project Manager II	185	PR	Exempt	1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Project Manager II	185	PR	Exempt	6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
				7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
				8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
				9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752
Records Management Supervisor	185	SU	Exempt	1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950
				6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
				7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
				8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
Records Specialist	173	GU	Non-exempt	9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752
				1	\$32.2520	\$2,580.16	\$5,590.35	\$67,084
				2	\$33.0582	\$2,644.66	\$5,730.10	\$68,761
				3	\$33.8851	\$2,710.81	\$5,873.43	\$70,481
				4	\$34.7318	\$2,778.55	\$6,020.20	\$72,242
				5	\$35.5996	\$2,847.97	\$6,170.61	\$74,047
				6	\$36.4904	\$2,919.24	\$6,325.02	\$75,900
				7	\$37.4020	\$2,992.16	\$6,483.02	\$77,796
Recycled Water Distribution Operator	179	OP	Non-exempt	8	\$38.3375	\$3,067.00	\$6,645.17	\$79,742
				9	\$39.2962	\$3,143.70	\$6,811.35	\$81,736
				1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437
				4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
				6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
Risk Specialist	174	PR	Non-exempt	7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517
				1	\$33.8621	\$2,708.97	\$5,869.44	\$70,433
				2	\$34.7087	\$2,776.70	\$6,016.19	\$72,194
				3	\$35.5765	\$2,846.12	\$6,166.60	\$73,999
				4	\$36.4659	\$2,917.28	\$6,320.78	\$75,849
				5	\$37.3775	\$2,990.20	\$6,478.77	\$77,745
RW/Groundwater Recharge Maintenance Technician	176	GU	Non-exempt	6	\$38.3121	\$3,064.97	\$6,640.77	\$79,689
				7	\$39.2698	\$3,141.59	\$6,806.78	\$81,681
				8	\$40.2515	\$3,220.12	\$6,976.93	\$83,723
				9	\$41.2577	\$3,300.62	\$7,151.35	\$85,816
				1	\$37.3294	\$2,986.36	\$6,470.45	\$77,645
				2	\$38.2630	\$3,061.04	\$6,632.26	\$79,587
				3	\$39.2188	\$3,137.51	\$6,797.94	\$81,575
				4	\$40.2000	\$3,216.00	\$6,968.00	\$83,616
				5	\$41.2049	\$3,296.40	\$7,142.20	\$85,706

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
RW/Groundwater Recharge Maintenance Technician	176	GU	Non-exempt	6	\$42.2351	\$3,378.81	\$7,320.76	\$87,849
				7	\$43.2909	\$3,463.28	\$7,503.78	\$90,045
				8	\$44.3731	\$3,549.85	\$7,691.35	\$92,296
				9	\$45.4827	\$3,638.62	\$7,883.68	\$94,604
RW/Groundwater Recharge Operations & Maintenance Specialist	179	UN	Exempt	1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437
				4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
				6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
				7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517
Safety Analyst	178	PR	Exempt	1	\$41.1553	\$3,292.43	\$7,133.60	\$85,603
				2	\$42.1842	\$3,374.74	\$7,311.94	\$87,743
				3	\$43.2390	\$3,459.12	\$7,494.76	\$89,937
				4	\$44.3193	\$3,545.55	\$7,682.03	\$92,184
				5	\$45.4279	\$3,634.24	\$7,874.19	\$94,490
				6	\$46.5630	\$3,725.04	\$8,070.92	\$96,851
				7	\$47.7275	\$3,818.20	\$8,272.77	\$99,273
				8	\$48.9207	\$3,913.66	\$8,479.60	\$101,755
				9	\$50.1433	\$4,011.47	\$8,691.52	\$104,298
Safety Officer	186	UN	Exempt	1	\$60.8039	\$4,864.32	\$10,539.36	\$126,472
				2	\$62.3241	\$4,985.93	\$10,802.85	\$129,634
				3	\$63.8823	\$5,110.59	\$11,072.95	\$132,875
				4	\$65.4794	\$5,238.36	\$11,349.78	\$136,197
				5	\$67.1164	\$5,369.32	\$11,633.53	\$139,602
				6	\$68.7943	\$5,503.55	\$11,924.36	\$143,092
				7	\$70.5140	\$5,641.12	\$12,222.43	\$146,669
				8	\$72.2770	\$5,782.16	\$12,528.02	\$150,336
				9	\$74.0837	\$5,926.70	\$12,841.19	\$154,094
Senior Accountant	179	PR	Exempt	1	\$43.2145	\$3,457.16	\$7,490.52	\$89,886
				2	\$44.2952	\$3,543.62	\$7,677.85	\$92,134
				3	\$45.4025	\$3,632.20	\$7,869.77	\$94,437
				4	\$46.5375	\$3,723.00	\$8,066.50	\$96,798
				5	\$47.7005	\$3,816.04	\$8,268.09	\$99,217
				6	\$48.8933	\$3,911.47	\$8,474.86	\$101,698
				7	\$50.1159	\$4,009.28	\$8,686.78	\$104,241
				8	\$51.3688	\$4,109.51	\$8,903.94	\$106,847
				9	\$52.6525	\$4,212.20	\$9,126.44	\$109,517
Senior Associate Engineer	184	UN	Exempt	1	\$55.1510	\$4,412.08	\$9,559.51	\$114,714
				2	\$56.5299	\$4,522.40	\$9,798.54	\$117,582
				3	\$57.9433	\$4,635.47	\$10,043.52	\$120,522
				4	\$59.3919	\$4,751.36	\$10,294.62	\$123,535
				5	\$60.8770	\$4,870.16	\$10,552.02	\$126,624

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Senior Associate Engineer	184	UN	Exempt	6	\$62.3986	\$4,991.89	\$10,815.77	\$129,789
				7	\$63.9582	\$5,116.66	\$11,086.10	\$133,033
				8	\$65.5568	\$5,244.55	\$11,363.20	\$136,358
				9	\$67.1962	\$5,375.70	\$11,647.35	\$139,768
Senior Associate Engineer - PE	185	UN	Exempt	1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950
				6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
				7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
				8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
				9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752
Senior Compost Operations and Maintenance Technician	181	GU	Non-exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379
				6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Senior Construction Project Inspector	182	UN	Exempt	1	\$50.0236	\$4,001.89	\$8,670.77	\$104,049
				2	\$51.2736	\$4,101.89	\$8,887.43	\$106,649
				3	\$52.5558	\$4,204.47	\$9,109.69	\$109,316
				4	\$53.8693	\$4,309.55	\$9,337.36	\$112,048
				5	\$55.2164	\$4,417.32	\$9,570.86	\$114,850
				6	\$56.5962	\$4,527.70	\$9,810.02	\$117,720
				7	\$58.0116	\$4,640.93	\$10,055.35	\$120,664
				8	\$59.4621	\$4,756.97	\$10,306.77	\$123,681
				9	\$60.9481	\$4,875.85	\$10,564.35	\$126,772
Senior Engineer	187	PR	Exempt	1	\$63.8428	\$5,107.43	\$11,066.10	\$132,793
				2	\$65.4385	\$5,235.08	\$11,342.68	\$136,112
				3	\$67.0746	\$5,365.97	\$11,626.27	\$139,515
				4	\$68.7515	\$5,500.12	\$11,916.93	\$143,003
				5	\$70.4698	\$5,637.59	\$12,214.78	\$146,577
				6	\$72.2318	\$5,778.55	\$12,520.20	\$150,242
				7	\$74.0375	\$5,923.00	\$12,833.17	\$153,998
				8	\$75.8885	\$6,071.08	\$13,154.01	\$157,848
				9	\$77.7861	\$6,222.89	\$13,482.93	\$161,795
Senior Environmental Resources Planner	184	UN	Exempt	1	\$55.1510	\$4,412.08	\$9,559.51	\$114,714
				2	\$56.5299	\$4,522.40	\$9,798.54	\$117,582
				3	\$57.9433	\$4,635.47	\$10,043.52	\$120,522
				4	\$59.3919	\$4,751.36	\$10,294.62	\$123,535
				5	\$60.8770	\$4,870.16	\$10,552.02	\$126,624

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Senior Environmental Resources Planner	184	UN	Exempt	6	\$62.3986	\$4,991.89	\$10,815.77	\$129,789
				7	\$63.9582	\$5,116.66	\$11,086.10	\$133,033
				8	\$65.5568	\$5,244.55	\$11,363.20	\$136,358
				9	\$67.1962	\$5,375.70	\$11,647.35	\$139,768
Senior External Affairs Specialist	180	UN	Exempt	1	\$45.3746	\$3,629.97	\$7,864.94	\$94,379
				2	\$46.5092	\$3,720.74	\$8,061.61	\$96,739
				3	\$47.6722	\$3,813.78	\$8,263.19	\$99,158
				4	\$48.8640	\$3,909.12	\$8,469.76	\$101,637
				5	\$50.0851	\$4,006.81	\$8,681.43	\$104,177
				6	\$51.3375	\$4,107.00	\$8,898.50	\$106,782
				7	\$52.6207	\$4,209.66	\$9,120.93	\$109,451
				8	\$53.9361	\$4,314.89	\$9,348.93	\$112,187
				9	\$55.2847	\$4,422.78	\$9,582.69	\$114,992
Senior Facilities Technician	180	GU	Non-exempt	1	\$45.3746	\$3,629.97	\$7,864.94	\$94,379
				2	\$46.5092	\$3,720.74	\$8,061.61	\$96,739
				3	\$47.6722	\$3,813.78	\$8,263.19	\$99,158
				4	\$48.8640	\$3,909.12	\$8,469.76	\$101,637
				5	\$50.0851	\$4,006.81	\$8,681.43	\$104,177
				6	\$51.3375	\$4,107.00	\$8,898.50	\$106,782
				7	\$52.6207	\$4,209.66	\$9,120.93	\$109,451
				8	\$53.9361	\$4,314.89	\$9,348.93	\$112,187
				9	\$55.2847	\$4,422.78	\$9,582.69	\$114,992
Senior Financial Analyst	183	PR	Exempt	1	\$52.5270	\$4,202.16	\$9,104.68	\$109,256
				2	\$53.8395	\$4,307.16	\$9,332.18	\$111,986
				3	\$55.1856	\$4,414.85	\$9,565.51	\$114,786
				4	\$56.5654	\$4,525.24	\$9,804.69	\$117,656
				5	\$57.9799	\$4,638.40	\$10,049.87	\$120,598
				6	\$59.4289	\$4,754.32	\$10,301.03	\$123,612
				7	\$60.9145	\$4,873.16	\$10,558.52	\$126,702
				8	\$62.4375	\$4,995.00	\$10,822.50	\$129,870
				9	\$63.9986	\$5,119.89	\$11,093.10	\$133,117
Senior Information Systems Analyst	182	PR	Exempt	1	\$50.0236	\$4,001.89	\$8,670.77	\$104,049
				2	\$51.2736	\$4,101.89	\$8,887.43	\$106,649
				3	\$52.5558	\$4,204.47	\$9,109.69	\$109,316
				4	\$53.8693	\$4,309.55	\$9,337.36	\$112,048
				5	\$55.2164	\$4,417.32	\$9,570.86	\$114,850
				6	\$56.5962	\$4,527.70	\$9,810.02	\$117,720
				7	\$58.0116	\$4,640.93	\$10,055.35	\$120,664
				8	\$59.4621	\$4,756.97	\$10,306.77	\$123,681
				9	\$60.9481	\$4,875.85	\$10,564.35	\$126,772
Senior Internal Auditor	182	PR	Exempt	1	\$50.0236	\$4,001.89	\$8,670.77	\$104,049
				2	\$51.2736	\$4,101.89	\$8,887.43	\$106,649
				3	\$52.5558	\$4,204.47	\$9,109.69	\$109,316
				4	\$53.8693	\$4,309.55	\$9,337.36	\$112,048
				5	\$55.2164	\$4,417.32	\$9,570.86	\$114,850
				6	\$56.5962	\$4,527.70	\$9,810.02	\$117,720

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Senior Internal Auditor	182	PR	Exempt	7	\$58.0116	\$4,640.93	\$10,055.35	\$120,664
				8	\$59.4621	\$4,756.97	\$10,306.77	\$123,681
				9	\$60.9481	\$4,875.85	\$10,564.35	\$126,772
Senior Inventory Analyst	182	PR	Exempt	1	\$50.0236	\$4,001.89	\$8,670.77	\$104,049
				2	\$51.2736	\$4,101.89	\$8,887.43	\$106,649
				3	\$52.5558	\$4,204.47	\$9,109.69	\$109,316
				4	\$53.8693	\$4,309.55	\$9,337.36	\$112,048
				5	\$55.2164	\$4,417.32	\$9,570.86	\$114,850
				6	\$56.5962	\$4,527.70	\$9,810.02	\$117,720
				7	\$58.0116	\$4,640.93	\$10,055.35	\$120,664
				8	\$59.4621	\$4,756.97	\$10,306.77	\$123,681
				9	\$60.9481	\$4,875.85	\$10,564.35	\$126,772
Senior Management Analyst	182	PR	Exempt	1	\$50.0236	\$4,001.89	\$8,670.77	\$104,049
				2	\$51.2736	\$4,101.89	\$8,887.43	\$106,649
				3	\$52.5558	\$4,204.47	\$9,109.69	\$109,316
				4	\$53.8693	\$4,309.55	\$9,337.36	\$112,048
				5	\$55.2164	\$4,417.32	\$9,570.86	\$114,850
				6	\$56.5962	\$4,527.70	\$9,810.02	\$117,720
				7	\$58.0116	\$4,640.93	\$10,055.35	\$120,664
				8	\$59.4621	\$4,756.97	\$10,306.77	\$123,681
				9	\$60.9481	\$4,875.85	\$10,564.35	\$126,772
Senior Operations Specialist	184	UN	Exempt	1	\$55.1510	\$4,412.08	\$9,559.51	\$114,714
				2	\$56.5299	\$4,522.40	\$9,798.54	\$117,582
				3	\$57.9433	\$4,635.47	\$10,043.52	\$120,522
				4	\$59.3919	\$4,751.36	\$10,294.62	\$123,535
				5	\$60.8770	\$4,870.16	\$10,552.02	\$126,624
				6	\$62.3986	\$4,991.89	\$10,815.77	\$129,789
				7	\$63.9582	\$5,116.66	\$11,086.10	\$133,033
				8	\$65.5568	\$5,244.55	\$11,363.20	\$136,358
				9	\$67.1962	\$5,375.70	\$11,647.35	\$139,768
Senior Policy Advisor	188	UN	Exempt	1	\$67.0318	\$5,362.55	\$11,618.86	\$139,426
				2	\$68.7082	\$5,496.66	\$11,909.43	\$142,913
				3	\$70.4260	\$5,634.08	\$12,207.18	\$146,486
				4	\$72.1861	\$5,774.89	\$12,512.27	\$150,147
				5	\$73.9909	\$5,919.28	\$12,825.11	\$153,901
				6	\$75.8404	\$6,067.24	\$13,145.69	\$157,748
				7	\$77.7371	\$6,218.97	\$13,474.44	\$161,693
				8	\$79.6803	\$6,374.43	\$13,811.27	\$165,735
				9	\$81.6722	\$6,533.78	\$14,156.53	\$169,878
Senior Policy Advisor (Y-Rated; Hired Before 1/23/2022)	207	UN	Exempt	1	\$87.4193	\$6,993.55	\$15,152.70	\$181,832
Senior Pretreatment & Source Control Inspector	180	GU	Non-exempt	1	\$45.3746	\$3,629.97	\$7,864.94	\$94,379
				2	\$46.5092	\$3,720.74	\$8,061.61	\$96,739
				3	\$47.6722	\$3,813.78	\$8,263.19	\$99,158

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Senior Pretreatment & Source Control Inspector	180	GU	Non-exempt	4	\$48.8640	\$3,909.12	\$8,469.76	\$101,637
				5	\$50.0851	\$4,006.81	\$8,681.43	\$104,177
				6	\$51.3375	\$4,107.00	\$8,898.50	\$106,782
				7	\$52.6207	\$4,209.66	\$9,120.93	\$109,451
				8	\$53.9361	\$4,314.89	\$9,348.93	\$112,187
				9	\$55.2847	\$4,422.78	\$9,582.69	\$114,992
Senior Project Manager	187	PR	Exempt	1	\$63.8428	\$5,107.43	\$11,066.10	\$132,793
				2	\$65.4385	\$5,235.08	\$11,342.68	\$136,112
				3	\$67.0746	\$5,365.97	\$11,626.27	\$139,515
				4	\$68.7515	\$5,500.12	\$11,916.93	\$143,003
				5	\$70.4698	\$5,637.59	\$12,214.78	\$146,577
				6	\$72.2318	\$5,778.55	\$12,520.20	\$150,242
				7	\$74.0375	\$5,923.00	\$12,833.17	\$153,998
				8	\$75.8885	\$6,071.08	\$13,154.01	\$157,848
				9	\$77.7861	\$6,222.89	\$13,482.93	\$161,795
Senior Wastewater Treatment Plant Operator	181	OP	Non-exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379
				6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Senior Water Plant Operator	181	OP	Non-exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379
				6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Senior Water Resources Analyst	184	PR	Exempt	1	\$55.1510	\$4,412.08	\$9,559.51	\$114,714
				2	\$56.5299	\$4,522.40	\$9,798.54	\$117,582
				3	\$57.9433	\$4,635.47	\$10,043.52	\$120,522
				4	\$59.3919	\$4,751.36	\$10,294.62	\$123,535
				5	\$60.8770	\$4,870.16	\$10,552.02	\$126,624
				6	\$62.3986	\$4,991.89	\$10,815.77	\$129,789
				7	\$63.9582	\$5,116.66	\$11,086.10	\$133,033
				8	\$65.5568	\$5,244.55	\$11,363.20	\$136,358
				9	\$67.1962	\$5,375.70	\$11,647.35	\$139,768
Source Control/Environmental Resources Supervisor	187	SU	Exempt	1	\$63.8428	\$5,107.43	\$11,066.10	\$132,793
				2	\$65.4385	\$5,235.08	\$11,342.68	\$136,112

Inland Empire Utilities Agency

EXHIBIT 1

Salary Matrix

Effective January 1, 2023

Adopted December 21, 2022

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Source Control/Environmental Resources Supervisor	187	SU	Exempt	3	\$67.0746	\$5,365.97	\$11,626.27	\$139,515
				4	\$68.7515	\$5,500.12	\$11,916.93	\$143,003
				5	\$70.4698	\$5,637.59	\$12,214.78	\$146,577
				6	\$72.2318	\$5,778.55	\$12,520.20	\$150,242
				7	\$74.0375	\$5,923.00	\$12,833.17	\$153,998
				8	\$75.8885	\$6,071.08	\$13,154.01	\$157,848
				9	\$77.7861	\$6,222.89	\$13,482.93	\$161,795
Supervisor - Environmental Compliance & Energy	188	SU	Exempt	1	\$67.0318	\$5,362.55	\$11,618.86	\$139,426
				2	\$68.7082	\$5,496.66	\$11,909.43	\$142,913
				3	\$70.4260	\$5,634.08	\$12,207.18	\$146,486
				4	\$72.1861	\$5,774.89	\$12,512.27	\$150,147
				5	\$73.9909	\$5,919.28	\$12,825.11	\$153,901
				6	\$75.8404	\$6,067.24	\$13,145.69	\$157,748
				7	\$77.7371	\$6,218.97	\$13,474.44	\$161,693
				8	\$79.6803	\$6,374.43	\$13,811.27	\$165,735
				9	\$81.6722	\$6,533.78	\$14,156.53	\$169,878
Systems Administrator	181	PR	Exempt	1	\$47.6414	\$3,811.32	\$8,257.86	\$99,094
				2	\$48.8323	\$3,906.59	\$8,464.28	\$101,571
				3	\$50.0529	\$4,004.24	\$8,675.86	\$104,110
				4	\$51.3044	\$4,104.36	\$8,892.78	\$106,713
				5	\$52.5861	\$4,206.89	\$9,114.93	\$109,379
				6	\$53.9015	\$4,312.12	\$9,342.93	\$112,115
				7	\$55.2491	\$4,419.93	\$9,576.52	\$114,918
				8	\$56.6299	\$4,530.40	\$9,815.87	\$117,790
				9	\$58.0462	\$4,643.70	\$10,061.35	\$120,736
Technology Specialist I	178	GU	Non-exempt	1	\$41.1553	\$3,292.43	\$7,133.60	\$85,603
				2	\$42.1842	\$3,374.74	\$7,311.94	\$87,743
				3	\$43.2390	\$3,459.12	\$7,494.76	\$89,937
				4	\$44.3193	\$3,545.55	\$7,682.03	\$92,184
				5	\$45.4279	\$3,634.24	\$7,874.19	\$94,490
				6	\$46.5630	\$3,725.04	\$8,070.92	\$96,851
				7	\$47.7275	\$3,818.20	\$8,272.77	\$99,273
				8	\$48.9207	\$3,913.66	\$8,479.60	\$101,755
				9	\$50.1433	\$4,011.47	\$8,691.52	\$104,298
Technology Specialist II	180	GU	Non-exempt	1	\$45.3746	\$3,629.97	\$7,864.94	\$94,379
				2	\$46.5092	\$3,720.74	\$8,061.61	\$96,739
				3	\$47.6722	\$3,813.78	\$8,263.19	\$99,158
				4	\$48.8640	\$3,909.12	\$8,469.76	\$101,637
				5	\$50.0851	\$4,006.81	\$8,681.43	\$104,177
				6	\$51.3375	\$4,107.00	\$8,898.50	\$106,782
				7	\$52.6207	\$4,209.66	\$9,120.93	\$109,451
				8	\$53.9361	\$4,314.89	\$9,348.93	\$112,187
				9	\$55.2847	\$4,422.78	\$9,582.69	\$114,992
Technology Specialist III	182	GU	Non-exempt	1	\$50.0236	\$4,001.89	\$8,670.77	\$104,049
				2	\$51.2736	\$4,101.89	\$8,887.43	\$106,649

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Technology Specialist III	182	GU	Non-exempt	3	\$52.5558	\$4,204.47	\$9,109.69	\$109,316
				4	\$53.8693	\$4,309.55	\$9,337.36	\$112,048
				5	\$55.2164	\$4,417.32	\$9,570.86	\$114,850
				6	\$56.5962	\$4,527.70	\$9,810.02	\$117,720
				7	\$58.0116	\$4,640.93	\$10,055.35	\$120,664
				8	\$59.4621	\$4,756.97	\$10,306.77	\$123,681
				9	\$60.9481	\$4,875.85	\$10,564.35	\$126,772
Warehouse Supervisor	185	SU	Exempt	1	\$57.9068	\$4,632.55	\$10,037.20	\$120,446
				2	\$59.3549	\$4,748.40	\$10,288.20	\$123,458
				3	\$60.8385	\$4,867.08	\$10,545.34	\$126,544
				4	\$62.3592	\$4,988.74	\$10,808.94	\$129,707
				5	\$63.9183	\$5,113.47	\$11,079.19	\$132,950
				6	\$65.5164	\$5,241.32	\$11,356.20	\$136,274
				7	\$67.1539	\$5,372.32	\$11,640.03	\$139,680
Warehouse Technician	171	GU	Non-exempt	8	\$68.8332	\$5,506.66	\$11,931.10	\$143,173
				9	\$70.5539	\$5,644.32	\$12,229.36	\$146,752
				1	\$29.2539	\$2,340.32	\$5,070.70	\$60,848
				2	\$29.9851	\$2,398.81	\$5,197.43	\$62,369
				3	\$30.7347	\$2,458.78	\$5,327.36	\$63,928
				4	\$31.5029	\$2,520.24	\$5,460.52	\$65,526
				5	\$32.2914	\$2,583.32	\$5,597.20	\$67,166
Wastewater Treatment Plant Operator I	174	OP	Non-exempt	6	\$33.0981	\$2,647.85	\$5,737.01	\$68,844
				7	\$33.9260	\$2,714.08	\$5,880.51	\$70,566
				8	\$34.7736	\$2,781.89	\$6,027.43	\$72,329
				9	\$35.6433	\$2,851.47	\$6,178.19	\$74,138
				1	\$33.8621	\$2,708.97	\$5,869.44	\$70,433
				2	\$34.7087	\$2,776.70	\$6,016.19	\$72,194
				3	\$35.5765	\$2,846.12	\$6,166.60	\$73,999
Wastewater Treatment Plant Operator II	176	OP	Non-exempt	4	\$36.4659	\$2,917.28	\$6,320.78	\$75,849
				5	\$37.3775	\$2,990.20	\$6,478.77	\$77,745
				6	\$38.3121	\$3,064.97	\$6,640.77	\$79,689
				7	\$39.2698	\$3,141.59	\$6,806.78	\$81,681
				8	\$40.2515	\$3,220.12	\$6,976.93	\$83,723
				9	\$41.2577	\$3,300.62	\$7,151.35	\$85,816
				1	\$37.3294	\$2,986.36	\$6,470.45	\$77,645
Wastewater Treatment Plant Operator III	178	OP	Non-exempt	2	\$38.2630	\$3,061.04	\$6,632.26	\$79,587
				3	\$39.2188	\$3,137.51	\$6,797.94	\$81,575
				4	\$40.2000	\$3,216.00	\$6,968.00	\$83,616
				5	\$41.2049	\$3,296.40	\$7,142.20	\$85,706
				6	\$42.2351	\$3,378.81	\$7,320.76	\$87,849
				7	\$43.2909	\$3,463.28	\$7,503.78	\$90,045
				8	\$44.3731	\$3,549.85	\$7,691.35	\$92,296
Wastewater Treatment Plant Operator III	178	OP	Non-exempt	9	\$45.4827	\$3,638.62	\$7,883.68	\$94,604
				1	\$41.1553	\$3,292.43	\$7,133.60	\$85,603
Wastewater Treatment Plant Operator III	178	OP	Non-exempt	2	\$42.1842	\$3,374.74	\$7,311.94	\$87,743
				3	\$43.2390	\$3,459.12	\$7,494.76	\$89,937

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Wastewater Treatment Plant Operator III	178	OP	Non-exempt	4	\$44.3193	\$3,545.55	\$7,682.03	\$92,184
				5	\$45.4279	\$3,634.24	\$7,874.19	\$94,490
				6	\$46.5630	\$3,725.04	\$8,070.92	\$96,851
				7	\$47.7275	\$3,818.20	\$8,272.77	\$99,273
				8	\$48.9207	\$3,913.66	\$8,479.60	\$101,755
				9	\$50.1433	\$4,011.47	\$8,691.52	\$104,298
Wastewater Treatment Plant Operator IV, V	180	OP	Non-exempt	1	\$45.3746	\$3,629.97	\$7,864.94	\$94,379
				2	\$46.5092	\$3,720.74	\$8,061.61	\$96,739
				3	\$47.6722	\$3,813.78	\$8,263.19	\$99,158
				4	\$48.8640	\$3,909.12	\$8,469.76	\$101,637
				5	\$50.0851	\$4,006.81	\$8,681.43	\$104,177
				6	\$51.3375	\$4,107.00	\$8,898.50	\$106,782
				7	\$52.6207	\$4,209.66	\$9,120.93	\$109,451
				8	\$53.9361	\$4,314.89	\$9,348.93	\$112,187
				9	\$55.2847	\$4,422.78	\$9,582.69	\$114,992
Wastewater Treatment Plant Operator-in-Training	171	OP	Non-exempt	1	\$29.2539	\$2,340.32	\$5,070.70	\$60,848
				2	\$29.9851	\$2,398.81	\$5,197.43	\$62,369
				3	\$30.7347	\$2,458.78	\$5,327.36	\$63,928
				4	\$31.5029	\$2,520.24	\$5,460.52	\$65,526
				5	\$32.2914	\$2,583.32	\$5,597.20	\$67,166
				6	\$33.0981	\$2,647.85	\$5,737.01	\$68,844
				7	\$33.9260	\$2,714.08	\$5,880.51	\$70,566
				8	\$34.7736	\$2,781.89	\$6,027.43	\$72,329
				9	\$35.6433	\$2,851.47	\$6,178.19	\$74,138
Water Plant Operator I	174	OP	Non-exempt	1	\$33.8621	\$2,708.97	\$5,869.44	\$70,433
				2	\$34.7087	\$2,776.70	\$6,016.19	\$72,194
				3	\$35.5765	\$2,846.12	\$6,166.60	\$73,999
				4	\$36.4659	\$2,917.28	\$6,320.78	\$75,849
				5	\$37.3775	\$2,990.20	\$6,478.77	\$77,745
				6	\$38.3121	\$3,064.97	\$6,640.77	\$79,689
				7	\$39.2698	\$3,141.59	\$6,806.78	\$81,681
				8	\$40.2515	\$3,220.12	\$6,976.93	\$83,723
				9	\$41.2577	\$3,300.62	\$7,151.35	\$85,816
Water Plant Operator II	176	OP	Non-exempt	1	\$37.3294	\$2,986.36	\$6,470.45	\$77,645
				2	\$38.2630	\$3,061.04	\$6,632.26	\$79,587
				3	\$39.2188	\$3,137.51	\$6,797.94	\$81,575
				4	\$40.2000	\$3,216.00	\$6,968.00	\$83,616
				5	\$41.2049	\$3,296.40	\$7,142.20	\$85,706
				6	\$42.2351	\$3,378.81	\$7,320.76	\$87,849
				7	\$43.2909	\$3,463.28	\$7,503.78	\$90,045
				8	\$44.3731	\$3,549.85	\$7,691.35	\$92,296
				9	\$45.4827	\$3,638.62	\$7,883.68	\$94,604
Water Plant Operator III	178	OP	Non-exempt	1	\$41.1553	\$3,292.43	\$7,133.60	\$85,603
				2	\$42.1842	\$3,374.74	\$7,311.94	\$87,743
				3	\$43.2390	\$3,459.12	\$7,494.76	\$89,937

Inland Empire Utilities Agency
Salary Matrix
Effective January 1, 2023
Adopted December 21, 2022

EXHIBIT 1

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Water Plant Operator III	178	OP	Non-exempt	4	\$44.3193	\$3,545.55	\$7,682.03	\$92,184
				5	\$45.4279	\$3,634.24	\$7,874.19	\$94,490
				6	\$46.5630	\$3,725.04	\$8,070.92	\$96,851
				7	\$47.7275	\$3,818.20	\$8,272.77	\$99,273
				8	\$48.9207	\$3,913.66	\$8,479.60	\$101,755
				9	\$50.1433	\$4,011.47	\$8,691.52	\$104,298
Water Plant Operator IV, V	180	OP	Non-exempt	1	\$45.3746	\$3,629.97	\$7,864.94	\$94,379
				2	\$46.5092	\$3,720.74	\$8,061.61	\$96,739
				3	\$47.6722	\$3,813.78	\$8,263.19	\$99,158
				4	\$48.8640	\$3,909.12	\$8,469.76	\$101,637
				5	\$50.0851	\$4,006.81	\$8,681.43	\$104,177
				6	\$51.3375	\$4,107.00	\$8,898.50	\$106,782
				7	\$52.6207	\$4,209.66	\$9,120.93	\$109,451
				8	\$53.9361	\$4,314.89	\$9,348.93	\$112,187
				9	\$55.2847	\$4,422.78	\$9,582.69	\$114,992
Z-Not in Use	165	(blank)	(blank)	1	\$21.8347	\$1,746.78	\$3,784.69	\$45,416
				2	\$22.3803	\$1,790.43	\$3,879.27	\$46,551
				3	\$22.9400	\$1,835.20	\$3,976.27	\$47,715
				4	\$23.5135	\$1,881.08	\$4,075.68	\$48,908
				5	\$24.1015	\$1,928.12	\$4,177.60	\$50,131
				6	\$24.7034	\$1,976.28	\$4,281.94	\$51,383
				7	\$25.3217	\$2,025.74	\$4,389.11	\$52,669
				8	\$25.9544	\$2,076.36	\$4,498.78	\$53,985
				9	\$26.6034	\$2,128.28	\$4,611.28	\$55,335
	167	(blank)	(blank)	1	\$24.0707	\$1,925.66	\$4,172.27	\$50,067
				2	\$24.6722	\$1,973.78	\$4,276.53	\$51,318
				3	\$25.2895	\$2,023.16	\$4,383.52	\$52,602
				4	\$25.9212	\$2,073.70	\$4,493.02	\$53,916
				5	\$26.5693	\$2,125.55	\$4,605.36	\$55,264
				6	\$27.2332	\$2,178.66	\$4,720.43	\$56,645
				7	\$27.9145	\$2,233.16	\$4,838.52	\$58,062
				8	\$28.6121	\$2,288.97	\$4,959.44	\$59,513
				9	\$29.3270	\$2,346.16	\$5,083.35	\$61,000
	168	(blank)	(blank)	1	\$25.2722	\$2,021.78	\$4,380.53	\$52,566
				2	\$25.9039	\$2,072.32	\$4,490.03	\$53,880
				3	\$26.5510	\$2,124.08	\$4,602.18	\$55,226
				4	\$27.2145	\$2,177.16	\$4,717.18	\$56,606
				5	\$27.8948	\$2,231.59	\$4,835.12	\$58,021
				6	\$28.5928	\$2,287.43	\$4,956.10	\$59,473
				7	\$29.3073	\$2,344.59	\$5,079.95	\$60,959
				8	\$30.0400	\$2,403.20	\$5,206.94	\$62,483
				9	\$30.7914	\$2,463.32	\$5,337.20	\$64,046
	169	(blank)	(blank)	1	\$26.5337	\$2,122.70	\$4,599.19	\$55,190
				2	\$27.1967	\$2,175.74	\$4,714.11	\$56,569
				3	\$27.8765	\$2,230.12	\$4,831.93	\$57,983
				4	\$28.5741	\$2,285.93	\$4,952.85	\$59,434

Inland Empire Utilities Agency

EXHIBIT 1

Salary Matrix

Effective January 1, 2023

Adopted December 21, 2022

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Z-Not in Use	169	(blank)	(blank)	5	\$29.2880	\$2,343.04	\$5,076.59	\$60,919
				6	\$30.0202	\$2,401.62	\$5,203.51	\$62,442
				7	\$30.7707	\$2,461.66	\$5,333.60	\$64,003
				8	\$31.5400	\$2,523.20	\$5,466.94	\$65,603
				9	\$32.3284	\$2,586.28	\$5,603.61	\$67,243
	189	(blank)	(blank)	1	\$70.3832	\$5,630.66	\$12,199.77	\$146,397
				2	\$72.1433	\$5,771.47	\$12,504.86	\$150,058
				3	\$73.9467	\$5,915.74	\$12,817.44	\$153,809
				4	\$75.7957	\$6,063.66	\$13,137.93	\$157,655
				5	\$77.6900	\$6,215.20	\$13,466.27	\$161,595
				6	\$79.6323	\$6,370.59	\$13,802.95	\$165,635
				7	\$81.6226	\$6,529.81	\$14,147.93	\$169,775
				8	\$83.6635	\$6,693.08	\$14,501.68	\$174,020
				9	\$85.7553	\$6,860.43	\$14,864.27	\$178,371
	191	(blank)	(blank)	1	\$77.5962	\$6,207.70	\$13,450.02	\$161,400
				2	\$79.5361	\$6,362.89	\$13,786.27	\$165,435
				3	\$81.5246	\$6,521.97	\$14,130.94	\$169,571
				4	\$83.5621	\$6,684.97	\$14,484.11	\$173,809
				5	\$85.6510	\$6,852.08	\$14,846.18	\$178,154
				6	\$87.7924	\$7,023.40	\$15,217.37	\$182,608
				7	\$89.9871	\$7,198.97	\$15,597.77	\$187,173
				8	\$92.2371	\$7,378.97	\$15,987.77	\$191,853
				9	\$94.5428	\$7,563.43	\$16,387.44	\$196,649
	196	(blank)	(blank)	1	\$99.0366	\$7,922.93	\$17,166.35	\$205,996
				2	\$101.5121	\$8,120.97	\$17,595.44	\$211,145
				3	\$104.0500	\$8,324.00	\$18,035.34	\$216,424
				4	\$106.6515	\$8,532.12	\$18,486.26	\$221,835
				5	\$109.3174	\$8,745.40	\$18,948.37	\$227,380
				6	\$112.0505	\$8,964.04	\$19,422.09	\$233,065
				7	\$114.8525	\$9,188.20	\$19,907.77	\$238,893
				8	\$117.7231	\$9,417.85	\$20,405.35	\$244,864
				9	\$120.6664	\$9,653.32	\$20,915.53	\$250,986
	198	(blank)	(blank)	1	\$109.1866	\$8,734.93	\$18,925.69	\$227,108
				2	\$111.9164	\$8,953.32	\$19,398.86	\$232,786
				3	\$114.7140	\$9,177.12	\$19,883.76	\$238,605
				4	\$117.5818	\$9,406.55	\$20,380.86	\$244,570
				5	\$120.5212	\$9,641.70	\$20,890.35	\$250,684
				6	\$123.5337	\$9,882.70	\$21,412.52	\$256,950
				7	\$126.6231	\$10,129.85	\$21,948.01	\$263,376
				8	\$129.7880	\$10,383.04	\$22,496.59	\$269,959
				9	\$133.0327	\$10,642.62	\$23,059.01	\$276,708
	200	(blank)	(blank)	1	\$126.1803	\$10,094.43	\$21,871.27	\$262,455
				2	\$129.3351	\$10,346.81	\$22,418.09	\$269,017
				3	\$132.5683	\$10,605.47	\$22,978.52	\$275,742
				4	\$135.8827	\$10,870.62	\$23,553.01	\$282,636
				5	\$139.2794	\$11,142.36	\$24,141.78	\$289,701

Inland Empire Utilities Agency**EXHIBIT 1****Salary Matrix****Effective January 1, 2023****Adopted December 21, 2022**

Classification Title	Salary Range	Unit	FLSA	Step	Hourly	Biweekly	Monthly	Annually
Z-Not in Use	200	(blank)	(blank)	6	\$142.7611	\$11,420.89	\$24,745.27	\$296,943
				7	\$146.3303	\$11,706.43	\$25,363.94	\$304,367
				8	\$149.9890	\$11,999.12	\$25,998.10	\$311,977
				9	\$153.7380	\$12,299.04	\$26,647.92	\$319,775

Note:

1. Incumbent Procurement Specialist I reclassified to Procurement Specialist II on 7/1/18 shall be exempt.

**CONSENT
CALENDAR
ITEM**

2E

Date: December 21, 2022

To: The Honorable Board of Directors

Committee: Audit


From: Teresa Velarde, Manager of Internal Audit

12/12/22

Manager Contact: Teresa Velarde, Manager of Internal Audit

Subject: Internal Audit Unit Charter and Audit Committee Charter

Executive Summary:

The Board approved charters require that the Internal Audit Unit (IA) perform periodic reviews of both the Audit Committee Charter and the IA Charter, and make recommendations for any necessary updates and revisions. The Charters are presented in final form with the corresponding mark-up version with minor updates, 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 Unit 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 June 15, 2022 the Board of Directors approved the Fiscal Year 2022/23 Annual Audit Plan.

On December 8, 2021, 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 final version
- Attachment 2 - Audit Committee Charter marked-up version
- Attachment 3 - Internal Audit Unit Charter final version
- Attachment 4 - Internal Audit Unit Charter marked-up version
- Attachment 5 - PowerPoint



INLAND EMPIRE UTILITIES AGENCY

Audit Committee Charter

Approved on December 21, 2022

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 IEUA Board, IEUA Management, the Internal Audit Unit, 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 Unit.
- Assurance that appropriate management action plans are implemented for audit findings and recommendations.
- Support the Internal Audit Unit 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 21, 2022

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 Unit'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 21, 2022

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 Unit, 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 Unit 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 Unit, the External Financial 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 21, 2022

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 Unit, 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 Unit 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 Unit 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 Unit budget and staffing.
 - The Internal Audit Unit Charter.
 - The Internal Audit Unit'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
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- 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 Unit:

- 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 Unit.
- Review with the Board, General Manager, and the Manager of Internal Audit the Internal Audit Unit 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 Unit'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 Unit'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.
- Hold management accountable for the appropriate resolution of Internal Audit Unit's recommendations and ensure that disposition has been determined for Audit Unit

INLAND EMPIRE UTILITIES AGENCY
Audit Committee Charter
Approved on December 21, 2022

recommendations from the prior year. If management has determined that Internal Audit Unit 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 Financial 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 Unit.
- 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 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.

INLAND EMPIRE UTILITIES AGENCY
Audit Committee Charter
Approved on December 21, 2022

- 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.
- 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

INLAND EMPIRE UTILITIES AGENCY
Audit Committee Charter
Approved on December 21, 2022

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

Audit Committee Charter

Approved on December ~~21, 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 ~~IEUA~~ Board, IEUA Management, the Internal Audit ~~Department~~Unit, and the external auditors. This advisory and oversight link provides the following benefits to the organization and stakeholders:

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- 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~~Unit.
- Assurance that appropriate management action plans are implemented for audit findings and recommendations.
- Support the Internal Audit ~~Department~~Unit 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.

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INLAND EMPIRE UTILITIES AGENCY
Audit Committee Charter
Approved on December ~~821, 2021~~2022

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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

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- 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~~Unit'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 ~~821, 2021~~2022

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~~Unit, 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~~Unit 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~~Unit, the External Financial 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.

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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~~Unit, 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~~Unit 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~~Unit 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~~Unit budget and staffing.
 - The Internal Audit ~~Department~~Unit Charter.
 - The Internal Audit ~~Department~~Unit'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.

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- 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 Unit:

- 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 Unit.
- Review with the Board, General Manager, and the Manager of Internal Audit the Internal Audit Department Unit 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 Unit'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 Unit'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.

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- Hold management accountable for the appropriate resolution of Internal Audit ~~Department~~Unit's recommendations and ensure that disposition has been determined for Audit ~~Department~~Unit recommendations from the prior year. If management has determined that Internal Audit ~~Department~~Unit 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 ~~Financial~~ 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~~Unit.
- 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~~.

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- 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.

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- 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 Unit Charter

Approved on December 21, 2022

PURPOSE

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

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

MISSION

The Internal Audit Unit 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 Unit 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 providing 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
Approved on December 21, 2022

VALUES

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

Independence

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

Integrity

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

Professionalism

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

Collaboration

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

ACCOUNTABILITY

The Manager of Internal Audit 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 Unit's independence to function effectively and in accordance with best practices.

Annually, the Manager of Internal Audit will submit an Audit Plan for the following fiscal year to the Audit 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 Manager of Internal Audit 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 Unit 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 Manager of Internal Audit shall inform the Committee on the sufficiency of internal audit staffing and resources.

Annually, the Internal Audit Unit must also ensure the Committee fulfills their responsibilities as required under the Audit Committee Charter. Additionally, IA must ensure the Internal Audit Unit 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 Unit should be free, both in fact and appearance, from impairments to independence.

The Manager of Internal Audit and the Internal Audit Unit 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 Unit 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 Unit 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 Unit'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 Unit 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.
- 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

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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, senior 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 Unit 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 Manager of Internal Audit and the Internal Audit Unit 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 Unit.
- Direct the activities of any organization employee not employed by the Internal Audit Unit, except to the extent such employees have been appropriately assigned to auditing teams or to otherwise assist the Manager of Internal Audit 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 Unit.

RESPONSIBILITIES

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

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The Manager of Internal Audit 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 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 auditors’ or regulatory agencies’ 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.
- 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.

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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 Unit goals and budgets.
- Maintain a quality assurance program whereby the Manager of Internal Audit assures the operations of the Internal Audit Unit.
- Perform a periodic review of the Internal Audit Unit 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.
- 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 Director's meeting.
- Keep the Audit Committee informed of emerging trends and successful practices in internal auditing, as well as new audit requirements, when applicable.

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- 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 Unit 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, senior 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 Unit 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.
- 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.

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- 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 Unit's objectives and independence within the Inland Empire Utilities Agency. The existence of the Internal Audit Unit 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 Unit 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 Unit with adequate budget, staffing, assistance from staff of audited departments, and the tools needed for the Internal Audit Unit to execute its duties as defined in this Charter.



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Internal Audit ~~Department~~Unit Charter

Approved on December ~~821, 2021~~2022

PURPOSE

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

The purpose of the Internal Audit ~~Department~~Unit (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~~Unit 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~~Unit 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~~Unit are defined in this Charter.

MISSION

The Internal Audit ~~Department~~Unit 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~~Unit 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~~providing 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

Approved on December ~~8, 2021~~21, 2022

VALUES

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

Independence

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

Integrity

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

Professionalism

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

Collaboration

The Internal Audit ~~Department~~Unit 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~~Unit. ~~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~~Unit's independence to function effectively and in accordance with best practices.

Annually, the ~~Internal Auditor~~Manager of Internal Audit will submit an Audit Plan for the following fiscal year to the Audit 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~~Manager of Internal Audit 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~~Unit 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.

INLAND EMPIRE UTILITIES AGENCY

Internal Audit Department Charter

Approved on December ~~8, 2021~~ 21, 2022

The ~~Internal Auditor~~Manager of Internal Audit shall inform the Committee on the sufficiency of ~~department~~ internal audit staffing and resources.

Annually, the Internal Audit ~~Department~~Unit must also ensure the Committee fulfills their responsibilities as required under the Audit Committee Charter. Additionally, IA must ensure the Internal Audit ~~Department~~Unit 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~~Unit should be free, both in fact and appearance, from impairments to independence.

The ~~Internal Auditor~~Manager of Internal Audit and the Internal Audit ~~Department~~Unit 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~~Unit 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~~Unit 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~~Unit'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~~Unit 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~~ senior 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~~ Unit 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~~ Manager of Internal Audit and the Internal Audit ~~Department~~ Unit 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~~ Unit.
- Direct the activities of any organization employee not employed by the Internal Audit ~~Department~~ Unit, except to the extent such employees have been appropriately assigned to auditing teams or to otherwise assist the ~~Internal Auditor~~ Manager of Internal Audit 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~~ Unit.

RESPONSIBILITIES

INLAND EMPIRE UTILITIES AGENCY

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

The ~~Internal Auditor~~Manager of Internal Audit 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^{2ss}' or regulatory ~~agency's~~ agencies' 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

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Approved on December ~~8, 2021~~ 21, 2022

risk identified through the audit. Conduct special projects, studies, or audits as requested by management, the Audit Committee and the Board of Directors.

- 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~~Unit goals and budgets.
- Maintain a quality assurance program whereby the ~~Internal Auditor~~Manager of Internal Audit assures the operations of the Internal Audit ~~Department~~Unit.
- Perform a periodic review of the Internal Audit ~~Department~~Unit 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

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Committee and the approved Quarterly Status Report will be presented at the next regularly scheduled IEUA Board of Directors meeting.

- 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 Director's 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~~Unit 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~~ senior 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~~Unit 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.

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Approved on December ~~8, 2021~~ 21, 2022

- Not knowingly being a party to any illegal ~~activity, or~~ 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.
- 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~~Unit's objectives and independence within the Inland Empire Utilities Agency. The existence of the Internal Audit ~~Department~~Unit 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~~Unit 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.

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Approved on December ~~8, 2021~~21, 2022

- Providing the Internal Audit ~~Department~~Unit with adequate budget, staffing, assistance from staff of audited ~~Departments~~departments, and the tools needed for the Internal Audit ~~Department~~Unit to execute its duties as defined in this Charter.

Audit Committee & Internal Audit Charters

Sapna Nangia
Senior Internal Auditor
December 2022

Charters

No substantial changes/updates

Audit Committee Charter

- Purpose
- Composition
- Authority
- Responsibilities
- Meetings

Internal Audit Unit 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 Unit Charter; and
2. Direct staff to implement the charters.

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.

**CONSENT
CALENDAR
ITEM**

2F

Date: December 21, 2022

To: The Honorable Board of Directors

From: Shivaji Deshmukh, General Manager

Committee: Engineering, Operations & Water Resources

12/14/22

Staff Contact: Christiana Daisy, Deputy General Manager

Subject: Contract Award for HVAC Preventative Maintenance and Emergency Repair Services.

Executive Summary:

Heating, ventilation, and air conditioning (HVAC) systems are required to heat or cool the buildings to provide staff and visitors a safe and comfortable work environment. HVAC is also critically important to a reliable operation of the Agency's electrical intensive assets such as motor control centers and other industrial applications. The Agency currently owns and maintains approximately 221 HVAC equipment such as air handlers, system air conditioning units, package air conditioning units, and evaporator coolers that periodically require maintenance such as inspections, coil cleaning, filter and fan belt replacements, etc. Having a contract with a reputable and highly qualified service provider ensures that the HVAC equipment is properly maintained to keep Agency operations functional. On October 5, 2022, a competitive Request for Proposal (RFP-VC-22-006) was issued through PlanetBids Network to provide HVAC preventative maintenance and emergency repair services. Out of seven potential contractors who participated in the mandatory job-walk, five submitted proposals. The evaluation team scored Diversified Thermal Services the highest due to submitting the most comprehensive proposal and demonstrating that they understood the scope of services. The HVAC services Contract Number 460003206 to Diversified Thermal Services will be for a not-to-exceed amount of \$1,071,250 over the five year term.

Staff's Recommendation:

1. Award a two-year service contract with three, one-year options to Diversified Thermal Services, for HVAC Preventative Maintenance and Emergency Repair Service Contract for a not-to-exceed amount of \$1,071,250; and
2. Authorize the General Manager to execute the service contract.

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

Account/Project Name:

Regional Operations and Maintenance Fund, Professional Fees & Services for IEUA and Inland Empire Regional Composting Facility (IERCF).

Fiscal Impact (explain if not budgeted):

Prior Board Action:

April 15, 2015 - Board approved an Agency-Wide HVAC Equipment Service Contract to AMP Mechanical Inc.

December 19, 2018 - Board approved an Agency-Wide HVAC Equipment Service Contract to Carrier.

Environmental Determination:

Statutory Exemption

The project is statutorily exempt based on the CEQA General Rule found in Section 15061(b)(3) of the State CEQA Guidelines.

Business Goal:

The Agency-Wide HVAC Equipment Service Contract is consistent with IEUA's Business Goal of Wastewater Management, specifically the Asset Management objective that IEUA will ensure the regional sewer system and treatment facilities are well maintained, upgraded to meet evolving requirements, sustainably managed, and can accommodate changes in regional water use.

Attachments:

Attachment 1 - Contract No. 4600003206 for HVAC Preventative Maintenance and Emergency Repair Services ([Linked](#))

Attachment 2 - PowerPoint Presentation



HVAC Preventative Maintenance & Emergency Repair Services

Frank Sotomayor
Facilities Program Supervisor
December 2022

Agency-Wide Heating, Ventilation, and Air Conditioning Equipment



Chiller



Boiler



Air Handler



Evaporative Coolers

HVAC Maintenance

- HVAC equipment provides environmental and temperature control for critical electronic equipment across all Agency facilities
- Maintenance includes:
 - Operating inspections
 - Unit coil cleaning
 - Change out of filters
 - Change out of fan belts



Agency-Wide HVAC Equipment

Major HVAC Equipment by Type and Facility

Major Equipment	RP-1	RP-2	RP-4	RP-5	CCWRF	HQ	LAB	TOTAL
Package A/C Units	37	9	13	17	8	7		91
Split System A/C Units	16	2	9	2	8	2	7	46
Cabinet A/C Units	17	5	14	1	2		5	44
Evaporative Coolers	8		2		3			13
Ice Machines	2		1			2		5
Chillers	1	1			1			3
Boilers	1				1			2
Cooling Tower		1						1
Critical Exhaust Fans							3	3
Air Dyer			1	1				2
Air Handler	2			2	2	2	3	11
Total Equipment	84	18	40	23	25	13	18	221

Proposal Evaluation

Five proposals were received on October 24, 2022, and were scored based on predetermined weighted criteria.

Bidders Ranked using Selection Criteria

1. Diversified Thermal Services	Anaheim, CA
2. ABM Building Solutions	Tustin, CA
3. Southland Industries	Garden Grove, CA
4. ACCO Engineered Systems	Costa Mesa, CA
5. Carrier Corporation	City of Industry, CA

Selection Criteria

- Level of experience and knowledge of scope of work
- Approach (Proposed Work Plan)
- Past record of Performance
- References
- Cost
- Exceptions taken to the specifications

Proposal Evaluation Results

- The evaluation of the seven proposals received concludes that Diversified Thermal Services would provide best value to the Agency.
 - Great Value
 - Past performance, methodology, experience, references, and competitive pricing.
 - Contract Term: Five Year
 - Two years with fixed price
 - Three one-year options to extend with Consumer Price Index increase.
 - Past Performances
 - City of La Habra
 - City of Orange
 - Loma Linda University
 - Mount San Antonio College
 - Providence Mission Hospital



Staff Recommendation

- Award a two-year service contract with three, one-year options to Diversified Thermal Services, for HVAC Preventative Maintenance and Emergency Repair Service Contract for a not-to-exceed amount of \$1,071,250; and
- Authorize the General Manager to execute the service contract subject to non-substantive changes.

The Agency Wide HVAC Equipment Service Contract, is consistent with **IEUA's Business Goal of Wastewater Management** specifically the Asset Management objective that IEUA will ensure the regional sewer system and treatment facilities are well maintained, upgraded to meet evolving requirements, sustainably managed, and can accommodate changes in regional water use.

**CONSENT
CALENDAR
ITEM**

2G

Date: December 21, 2022

To: The Honorable Board of Directors

SSD
From: Shivaji Deshmukh, General Manager

Committee: Finance & Administration

12/14/22

Staff Contact: Christiana Daisy, Deputy General Manager

Subject: Agency-Wide and Laboratory Courier Service Contract Award

Executive Summary:

The Agency utilizes contract courier services to provide two daily inter-office deliveries covering seven Inland Empire Utilities Agency (IEUA) campuses. Additionally, courier services are used to transport daily water compliance samples from Regional Water Recycling Facility No. 1 in Ontario and Regional Water Recycling Facility No. 4 in Rancho Cucamonga to our Water Quality Laboratory in Chino.

The Agency's current competitively let contract with Integrated Parcel Network, dba Pacific Couriers is due to expire on December 31, 2022. In October 2022, staff issued a request for proposal soliciting proposals to provide these agency-wide and laboratory courier services. IEUA received proposals from three prospective contractors.

An internal IEUA evaluation committee reviewed all three proposals and unanimously agreed Integrated Parcel Network, dba Pacific Couriers was the top proposal based on the evaluation scoring criteria. Additionally, Integrated Parcel Network, dba Pacific Couriers schedule of fees were the lowest of all proposals.

Staff's Recommendation:

1. Approve the award to provide Agency-Wide and Laboratory Courier Service, Contract No. 4600003207, to Integrated Parcel Network dba Pacific Couriers, for a two-year contract, with three one-year renewal options, for a potential total contract term of five years for a not to exceed the amount of \$440,000; and

2. Authorize the General Manager to execute the contract, subject to non-substantive changes.

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 December 16, 2015, the IEUA Board approved a five-year competitively-let contract with PacTrack, dba Pacific Couriers.

Environmental Determination:

Not Applicable

Business Goal:

The utilization of a competitively-let contract with Integrated Parcel Network is consistent with the Agency's Business Goal of Fiscal Responsibility by continuing to contain costs for services required to conduct Agency business.

Attachments:

Attachment 1- PowerPoint Presentation

Attachment 2 - Contract (Linked)

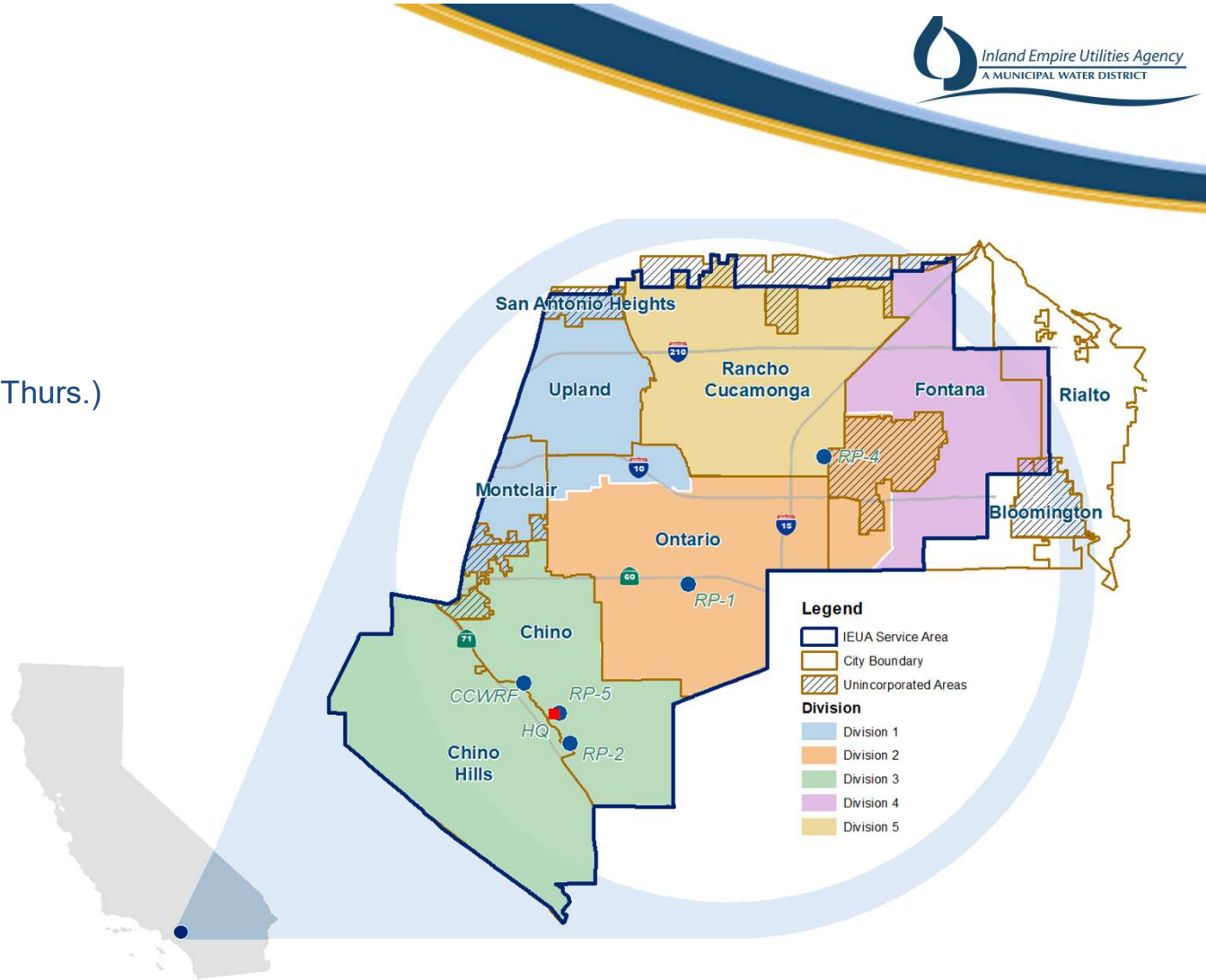


Agency-Wide and Laboratory Courier Service Contract Award

Scott Lening, Manager of Operations
December 21, 2022

Background

- **Laboratory Services** (Daily)
Morning Run 6:00 AM – 8:30 AM
- **Agency-Wide Services** (Mon.-Thurs.)
Morning Run 8:00 AM – 10:00 AM
Afternoon Run 2:00 PM – 4:15 PM



Contractor Selection

- On October 13, 2022, IEUA received three (3) contractor proposals for courier service.
- All proposals were carefully reviewed by an IEUA evaluation committee.
- Qualifications Based Selection: Experience, exceptions taken, completeness, and schedule of fees.

Proposals Received	Schedule of Fees (Avg. per mile)
Integrated Parcel Network dba Pacific Courier	\$1.95
H & R Courier	\$4.82
Majestic Courier Company	\$12.05

Staff Recommendations

- Approve the award to provide Agency-Wide and Laboratory Courier Service, Contract No. 4600003207, to Integrated Parcel Network dba Pacific Couriers, for a two-year contract, with three one-year renewal options, for a potential total contract term of five years for a not to exceed amount of \$440,000; and
- Authorize the General Manager to execute the contract, subject to non-substantive changes.

The utilization of a competitively-let contract with Integrated Parcel Network is consistent with ***the Agency's Business Goal of Fiscal Responsibility*** by continuing to contain costs for services required to conduct Agency business.

**CONSENT
CALENDAR
ITEM**

2H

Date: December 21, 2022

To: The Honorable Board of Directors

From: Shivaji Deshmukh, General Manager

Committee: Engineering, Operations & Water Resources

12/14/22

Staff Contact: Christiana Daisy, Deputy General Manager

Subject: RP-1 Aeration Basins Utility Water System Improvements Construction Contract Award

Executive Summary:

The Regional Water Recycling Plant No. 1 (RP-1) aeration basins and secondary clarifiers utilize the utility water supply for suppression sprayers to mitigate nuisance foam, regular analyzer maintenance, and periodic cleaning or shutdowns. The existing utility water system has reached the end of its useful life, and in most locations, has completely failed. This project will demolish the existing utility water systems at the aeration basins and secondary clarifiers and will install new HDPE pipe, sprayers for foam suppression, and new hose bib assemblies for required maintenance.

On September 28, 2022, Inland Empire Utilities Agency (IEUA) issued an invitation for bids to the under \$2,000,000 prequalified contractors. On November 10, 2022, IEUA received five construction bids. Genesis Construction was deemed the lowest responsive, responsible bidder with a bid price of \$998,765. The engineer's estimate was \$1,700,000.

Staff's Recommendation:

1. Award a construction contract for the RP-1 Aeration Basins Utility Water System Improvements, Project No. EN22041, to Genesis Construction in the amount of \$998,765; and
2. Authorize the General Manager to execute the contract, subject to non-substantive changes.

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

Account/Project Name:

EN22041/RP-1 Aeration Basins Utility Water System Improvements

Fiscal Impact (explain if not budgeted):

None.

Prior Board Action:

None.

Environmental Determination:

Statutory Exemption

CEQA exempts a variety of projects from compliance with the statute. This project qualifies for the Common Sense Exemption as defined in Section 15061(b)(3) of the State CEQA Guidelines.

Business Goal:

The RP-1 Aeration Basins Utility Water System Improvements Project is consistent with IEUA's Business Goal of Wastewater Management, specifically the Asset Management objective that IEUA will ensure the regional sewer system and treatment facilities are well maintained, upgraded to meet evolving requirements, sustainably managed, and can accommodate changes in regional water use.

Attachments:

Attachment 1 - PowerPoint

Attachment 2 - Construction Contract

Attachment 1



RP-1 Aeration Basins Utility Water System Improvements

Construction Contract Award Project EN22041

Karla Duran
Assistant Engineer
December 2022

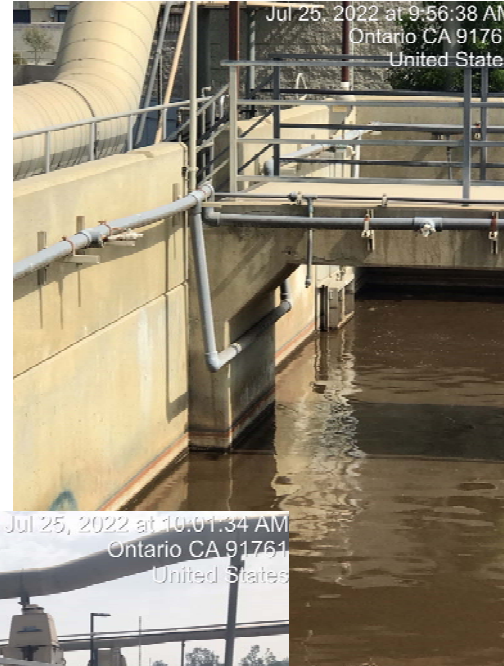
Project Location: Regional Plant No. 1



The Project

Scope of Work

- Demolish existing utility water system
- Construction/install
 - 4,700-feet of 2" - 4" HDPE pipe
 - 200 foam suppression sprayers
 - 100 hose bib assemblies



Contractor Selection

5 bids were received on 11/10/2022, from prequalified contractors:

Contractor	Bid Amount
Genesis Construction	\$998,765.00
GSE Construction	\$1,043,700.00
J.R. Filanc Construction	\$1,348,000.00
Ferreira Construction	\$1,849,000.00
W.A. Rasic Construction	\$1,973,909.41
Engineer's Estimate:	\$1,700,000

Project Budget and Schedule

Description	Estimated Cost
Design Services	\$152,255
Design Consultant Contract	\$102,255
IEUA Design Services (actuals)	\$50,000
Construction Services	\$100,000
IEUA Construction Services (~10%)	\$100,000
Construction	\$1,148,765
Construction Contract (this action)	\$998,765
Contingency (~15%)	\$150,000
Total Project Costs:	\$1,401,020
Total Project Budget:	\$2,000,000

Project Milestone	Date
Construction	
Construction Contract Award	December 2022
Construction Completion	September 2023

Staff Recommendation

1. Award a construction contract for the RP-1 Aeration Basins Utility Water System Improvements, Project No. EN22041, to Genesis Construction Co. in the amount of \$998,765; and
2. Authorize the General Manager to execute the contract, subject to non-substantive changes.

The RP-1 Aeration Basins Utility Water System Improvements Project is consistent with **IEUA's Business Goal of Wastewater Management**, specifically the Asset Management objective that IEUA will ensure the regional sewer system and treatment facilities are well maintained, upgraded to meet evolving requirements, sustainably managed, and can accommodate changes in regional water use.

Attachment 2

4600003215

RP-1 AERATION BASINS UTILITY WATER SYSTEM IMPROVEMENTS CONTRACT

THIS CONTRACT, made and entered into this 21 day of December, 2022, by and between Genesis Construction Co., 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 RP-1 Aeration Basins Utility Water System Improvements Project No. EN22041, 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 the Bidding and Contract Requirements, Section C - Bid Forms and accepted by IEUA, and set forth in this below.

Total Bid Price Nine Hundred Ninety-Eight Thousand Seven Hundred Sixty-Five Dollars and Zero 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 (200) calendar days after Award of the Contract. 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 General Conditions, Section C – Changes to the Contract 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, Engineer, 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 fullest 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.

By _____
Shivaji Deshmukh
General Manager

CONTRACTOR

DocuSigned by:
By *Candace D. Perry*
FF40DE68190E487...
Candace D. Perry

President
Title

* *A Municipal Water District*

**CONSENT
CALENDAR
ITEM**

21

Date: December 21, 2022

To: The Honorable Board of Directors

From: Shivaji Deshmukh, General Manager *ADD*

Committee: Engineering, Operations & Water Resources

12/05/22

Staff Contact: Christiana Daisy, Deputy General Manager

Subject: Procurement of Cisco Network Components for RP-1 SCADA Migration

Executive Summary:

The Regional Plant No. 1 (RP-1) Supervisory Control and Data Acquisition (SCADA) Migration Project will replace Inland Empire Utilities Agency's (IEUA) obsolete SCADA system with newer distributed control system technology. The final design for the project was completed in November 2022. An element of the design specifies several Cisco network components that are critical for compatibility with the new agency-wide process monitoring and automated control system.

The project will begin its construction phase in Spring 2023. Staff recommends the procurement of Cisco components prior to awarding the construction contract for the project. The major component for procurement consists of network switches considered critical to the project. Pre-purchasing these items will achieve the lowest cost alternative and avoid major project delays due to the long lead times forecasted for the parts (the current lead time is eight months).

On October 5, 2022, IEUA issued an invitation for bids and received seven bids on October 25, 2022. Frontier Technology dba MicroAge provided the lowest cost and responsive proposal. Staff recommends authorizing the General Manager to execute a pre-purchase order to MicroAge for Cisco network components in the not-to-exceed amount of \$189,853.

Staff's Recommendation:

1. Authorize the purchase from Frontier Technology dba MicroAge for Cisco controls system network infrastructure components prior to construction for the RP-1 SCADA Migration Project, EN13016.05, in an amount not to exceed \$189,853; and
2. Authorize the General Manager to execute the purchase.

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

Account/Project Name:

EN13016.05/Regional Plant No.1 SCADA Migration

Fiscal Impact (explain if not budgeted):

None.

Prior Board Action:

None.

Environmental Determination:

Not Applicable

Business Goal:

The RP-1 SCADA Migration Project is consistent with IEUA's Business Goal of Wastewater Management that ensures quality asset management and that systems are planned, constructed, and managed to protect public health, the environment, and meet anticipated regulatory requirements.

Attachments:

Attachment 1 - PowerPoint Presentation

Attachment 2 - Cisco Network Components Proposal from Frontier Technology dba MicroAge

Attachment 1

RP-1 SCADA Migration Project Procurement of Cisco Network Components

Project No. EN13016.05

Cathy Nhothsavath
Associate Engineer
December 2022

Project Location



Procurement Prior to Construction

- The Product: Cisco Network Components
 - Maintains consistency
 - Ensures current and future compatibility
 - Major procurement component
 - Critical Cisco Catalyst 9400 series network switches
 - Connects plant controllers, computers, and servers to one another
 - Enables different devices and connections to travel over the same network simultaneously
- The Basis for Procurement: Achieves IEUA's Best Interest
 - Economy – Lowest cost alternative
 - Expedites Production



Procurement Process

- October 5, 2022: Competitive solicitation was issued on PlanetBids
- October 25, 2022: Seven bids were received

Bid No.	Bidder's Name	Final Bid Amount
1	Frontier Technology dba MicroAge	\$189,853
2	Converge One	\$215,072
3	Questivity, Inc.	\$285,135
4	Saitech	\$298,484
5	Axelliant, LLC	\$305,008
6	NetXperts	\$309,430
7	Diltex	\$316,264



Project Budget and Schedule

Description	Cost
Design Services (Estimated)	\$3,966,803
Design Consultant Contract (Actuals)	\$2,501,727
IEUA Design Services (Actuals + Forecast)	\$1,133,436
Arcadis U.S. Inc. (RP-1 Control Schematics)	\$239,940
SCADA Programming Services (PCN Review)	\$91,700
Construction Services (Estimated)	\$4,907,000
Engineering Services During Construction (6.5%)	\$533,000
IEUA Construction Services (7%)	\$574,000
SCADA Programming Services (Control System Integration)	\$3,800,000
Construction	\$9,020,000
Construction Contract (Estimated)	\$6,119,047
Rockwell Prepurchase Components (Previous Action)	\$1,891,100
Cisco Network Prepurchase Components (This Action)	\$189,853
Contingency (~10%)	\$820,000
Total Project Cost (This Project, RP-1, EN13016.05)	\$17,893,803
Total Previous Project Cost (CCWRF, RP-4, and RP-5)	\$14,952,890
Total Project Cost (All Regional Plants, EN13016)	\$32,846,693
Total Project Budget (All Regional Plants, EN13016)	\$27,319,448*

* A total project budget increase will be requested at the time of construction contract award

Project Milestone	Date
Design	
Design Completion	November 2022
Construction (Estimated)	
Construction Contract Award	March 2023
Construction Completion	June 2026



Staff's Recommendation

- Authorize the purchase from Frontier Technology dba MicroAge for Cisco controls system network infrastructure components prior to construction for the RP-1 SCADA Migration Project, EN13016.05, in an amount not to exceed \$189,853; and
- Authorize the General Manager to execute the purchase.

The RP-1 SCADA Migration Project is consistent with **IEUA's Business Goal of Wastewater Management** that ensures quality asset management and that systems are planned, constructed, and managed to protect public health, the environment, and meet anticipated regulatory requirements.

Attachment 2

PROPOSAL SUBMITTAL FORM
CISCO HARDWARE COMPONENTS

To: **The Inland Empire Utilities Agency**

From: Frontier Technology dba MicroAge

Supplier Name (Name of Firm)

8160 S Hardy Drive Suite 101

Mailing Address

Tempe, AZ 85284

City, State & Zip

480-366-2123

Phone Number

A. Scope of Services

- B.** To purchase new Cisco hardware components in accordance with the Bill of Materials and Purchase Order Terms and Conditions included herein. Bidder must bid Cisco parts and quantities as described in the Bill of Materials; substitutions will not be considered. **MUST BE AUTHORIZED RESELLER/PARTNER TO SUBMIT.**

C. Instructions to Bidders

1. All information requested of the bidder shall be included in their Proposal. Failure to do so may disqualify your offer.
2. Bidders are to bid on what is specified only; substitutions will not be accepted.
3. All items shall be new, merchantable grade, free from defect and carry full manufacturer's warranty.
4. Bidder warrants those prices shown on the Proposal shall be complete and no additional charges shall be added without the express written consent of the Agency.
5. Bidder must include any shipping or delivery charges in a line item for inside delivery per Section C (Delivery) below.
6. The Proposal shall include the total number of shipping containers, the dimensions, and the approximate weight of each shipping container in the shipment.
7. The Proposal shall remain valid for a period of not less than 90 days from the date of the Proposal.
8. The Proposal shall include a period of not less than Net 45 Days Payment Terms.

D. Delivery

Delivery shall be F.O.B. Destination to the following address. Inside delivery is required. Loading dock and forklift are not available at the delivery location.

Inland Empire Utilities Agency
Regional Water Recycling Plant No. 1
2662 EAST WALNUT STREET
ONTARIO, CALIFORNIA 9176

No charge for delivery, drayage, express or parcel post, packing, cartage, insurance, or for any other purpose will be paid by the Agency unless expressly included and itemized in the Purchase Order. The equipment is to be packed in suitable containers for protection in shipment and storage. Each container of multiple container shipments shall be identified to:

1. Show the number of the container and the total number of containers in the shipment; and
2. The number of containers in which the packing sheet has been enclosed.

All shipments must include packing sheets identifying: the Agency's Purchase Order; item number; quantity and unit of measure; part number and description of the goods shipped; and appropriate evidence of inspection if required.

E. Warranty

Bidder agrees to act as a co-guarantor with such manufacturer and shall furnish the Agency with all appropriate guarantees or warranty certificates upon delivery. Bidder further warrants that all material, equipment, hardware, etc., contained in its bid response meets all applicable federal and state requirements, including those of the Federal Communications Commission. Bidder certifies that, if it is the successful Bidder, and the material, equipment, hardware, etc., delivered is subsequently found to be deficient in any of the aforementioned requirements in effect on the date of delivery, all costs necessary to bring the material, equipment, hardware, etc., into compliance shall be borne by the awarded bidder.

The Agency may return any goods or materials which are defective, unsatisfactory, or of inferior quality or workmanship. Such goods or materials shall, unless used by the Agency, remain the property of Bidder and may be returned at Bidder's risk and expense. Bidder shall reimburse the Agency for all prior payments therefore and/or costs incurred in connection with the delivery or return of such goods or materials.

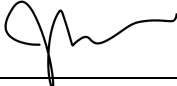
F. Exclusions

1. Installation, configuration, or on-site services.
2. SMARTnet
3. Stacking Kits & Cables

G. Bill of Materials

Responding to the Cisco Hardware Components Request for Proposal, the undersigned Supplier agrees to furnish and deliver parts per the Proposal Submittal specifications. I/We have stated herein the price(s) at which we will furnish and deliver the specified item(s) and will accept as full payment therefore the amount shown below.

Bill of Materials Required Items							
ITEM NO.	PARTS DESCRIPTION	MANUF.	PART NUMBER	EST. TIME OF ARRIVAL	QTY.	UNIT PRICE	TOTAL
1	CISCO CATALYST C9407 CHASSIS (10RU) - 7 SLOT	CISCO	C9407R	227 days	2	2,241.70	\$4,483.40
2	CISCO CATALYST C9400 DNA ADVANTAGE - 3 YEAR LICENSE	CISCO	C9400-DNA-A-3Y	ships w/ C9407R	2	5,648.20	\$11,296.40
3	CISCO CATALYST 9400 SERIES SUPERVISOR 1 MODULE	CISCO	C9400-SUP-1	ships w/ C9407R	4	6,276.76	\$25,107.04
4	CISCO CATALYST 9400 SERIES 240GB M2 SATA MEMORY	CISCO	C9400-SSD-240GB	ships w/ C9407R	4	896.68	\$3,586.72
5	CISCO CATALYST 9400 SERIES 24-PORT GIGABIT SFP/SFP+	CISCO	C9400-LC-24XS	ships w/ C9407R	4	10,760.17	\$43,040.68
6	CISCO CATALYST 9400 SERIES 48-PORT GIGABIT RJ45	CISCO	C9400-LC-48T	ships w/ C9407R	2	3138.38	6,276.76
7	CISCO CATALYST 9400 2100W AC POWER SUPPLY	CISCO	C9400-PWR-2100AC	ships w/ C9407R	8	896.68	\$7,173.44
8	CISCO CATALYST 9400 BLANK COVER	CISCO	C9400-S-BLANK	ships w/ C9407R	4	0.00	\$0.00
9	CISCO CATALYST 9407 FAN TRAY	CISCO	C9407-FAN	ships w/ C9407R	2	0.00	\$0.00
10	1GB SMF RUGGED SFP	CISCO	GLC-LX-SM-RGD	14 days	56	496.18	\$27,786.08
11	10GB SMF 10KM SFP	CISCO	SFP-10G-LR	14 days	8	1,814.17	\$14,513.36
12	CISCO CATALYST C9300X 24 PORT 25G/10G/1G SFP28 W/ MODULE UPLINK. INCLUDE NETWORK ESSENTIALS LICENSE	CISCO	C9300X-24Y-E	203 days	2	10,988.73	\$21,977.46
13	CISCO CATALYST C9300X 715W POWER SUPPLY (1ST INCLUDED W/ NETWORK SWITCH)	CISCO	PWR-C1-715WAC-P	ships w/ C9300X	2	549.44	\$1,098.88
14	CISCO SFP28 SMF 10/25GB SFP SMF	CISCO	SFP-10/25G-LR-S	105 days	8	1,030.86	\$8,246.88
15	CISCO SFP28 SMF 10/25GB SFP MMF (FOR LOCAL SAN CONNECTION)	CISCO	SFP-10/25G-CSR-S	14 days	4	481.30	\$1,925.20
16	CISCO C9400 DNA ESSENTIAL - 3 YEAR LICENSE	CISCO	C9300-DNA-E-24-3Y	ships w/ C9300X	2	268.12	\$536.24
Please check your calculations before submitting your proposal; Inland Empire Utilities Agency will not be responsible for Vendor miscalculations.		SHIPPING AND HANDLING					\$0.00
		TAX (City of Ontario Rate – 7.75%)					\$12,804.23



Authorized Supplier Signature

Jo Lerner

Print Name

Senior Account Manager

Title

GRAND TOTAL: \$189,852.77

ATTACHMENT A

IEUA PO Terms and Conditions

1. **ACCEPTANCE:** This purchase order constitutes the Buyer's offer to the Seller. Unless the Seller notifies the Buyer, in writing to the contrary, the commencement of performance required by this offer shall be conclusive evidence of the Seller's approval of, and consent to the terms and conditions of purchase herein contained.

2. **CHANGES:** The Buyer may at any time, by a written change order, make changes in the specifications, designs or drawings, samples or other description to which the items are to conform, in methods of shipment and packaging, or in the time or place of delivery of any items. If any such change causes an increase or decrease in the cost of, or the time required for, the performance of any part of the work under this purchase order, an equitable adjustment shall be made in the price or delivery schedule, or both, and the purchase order shall be modified in writing accordingly. Any claim by Seller for such an adjustment must be made in writing. Nothing in this clause shall excuse Seller from proceeding without delay to perform this purchase order as changed.

3. **CONFLICT WITH TERMS:** Where any conflict exists between the terms and conditions of Seller and Buyer, the Buyer's terms and conditions shall prevail.

4. **COMPLIANCE WITH LAWS:** To the extent applicable hereto, Seller shall, in the performance of this purchase order, comply with all federal, state and local laws, and regulations. Further, Supplier shall indemnify, defend, and hold the Buyer harmless against any and all consequences resulting from Seller's failure to do so.

5. **PREVAILING WAGES:** If specified as a requirement elsewhere within this order, Seller shall comply with California Labor Code Sections 1720 - 1780.

6. **MATERIAL SAFETY DATA SHEETS:** If specified as a requirement elsewhere within this order, the Seller shall submit a current Material Safety Data Sheet (MSDS) in conformance with California Code of Regulations, Title 8, Section 5194, applicable to all potentially hazardous substances delivered against this purchase order.

7. **PACKING:** Unless this purchase order states otherwise, no charge shall be made for packing, crating, dunnage or other similar costs. Items shall be packed in accordance with prudent commercial practices to insure against damage from weather and/or transportation.

8. **FEDERAL, STATE, AND LOCAL TAXES:** All prices stated herein shall exclude, unless otherwise specified, all Federal, State or local taxes that may be levied or assessed as a result of this purchase order, or are otherwise applicable to this purchase order. Buyer, as a municipal agency, is exempt from Federal Excise Tax.

9. **ENGINEERING, INFORMATION, TOOLS, ETC.:** All designs, tools, plans, patterns, drawings, information or equipment supplied by the Buyer, or if supplied by the Seller specifically for this purchase order, the cost, or substantially all of the cost, of which is included in the price to be paid for items ordered hereunder, and relating to, or for use in the manufacture of items sold hereunder, shall remain the sole property of the Buyer, and Seller expressly agrees that the same will not be used in manufacture or design for the account of others, nor for the manufacture of larger quantities than called for in this purchase order, without first obtaining the consent of the Buyer in writing. All such property of the Buyer, together with spoiled and surplus materials, shall be returned to the Buyer, at termination, cancellation or completion of the purchase order, unless the Buyer shall otherwise direct. All material furnished by the Buyer under this purchase order (except that which becomes normal industrial waste or was replaced at Seller's expense) shall be returned in the form of parts or unused material and Seller shall be responsible for the use of reasonable care in the safeguarding of all such materials until so returned. All information, designs, drawings and sources of supply shall be deemed confidential unless written release is furnished by the Buyer.

10. **INSPECTION AND ACCEPTANCE:** Items purchased hereunder are subject to final inspection and approval at the Buyer's facilities, notwithstanding any other inspection, unless otherwise specifically stated on this purchase order. Neither compliance by Seller with instructions or suggestions by any employee of the Buyer, nor Buyer's payment of Seller's invoice for any item prior to final inspection shall be deemed an acceptance of the item, or a waiver of the right of inspection, or any other right herein reserved, or relieve Seller of any obligation or liability under the terms and conditions of this purchase order. Defective products will be rejected by the Buyer, and the prices thereof will be debited against the invoice covering the shipment in which such products were included. Items rejected will be held at Buyer's facility, subject to Seller's disposition for a reasonable time, and, if not disposed of by the Seller, will be sold or otherwise disposed of by the Buyer.

11. **WARRANTY:** Seller warrants that all material and work covered by this purchase order shall conform to the specifications, drawings, symbols or other descriptions specified by the Buyer, and will be of good material and workmanship, and free from defect. Seller further warrants that all material covered by this purchase order, which is the product of Seller, is

in accordance with Seller's specifications or design shall be fit and sufficient for the purpose intended by the Buyer, as disclosed to Seller. All warranties shall run to the Buyer, its successors, assigns and customers, and to the users of its products.

12. **PUBLIC RECORD:** Pursuant to California Public Records Act (Government Code Section 6250 et seq.), all information pertaining to this purchase shall become a matter of public record.

13. **PATENT PROTECTION:** To the extent the subject items are not manufactured pursuant to a design originated by the Buyer, Seller agrees it will save the Buyer and/or its Directors, employees, agents or customers harmless from any loss, damage or liability which may be incurred on account of any alleged infringement of any United States or foreign patents with respect to such items or materials, and that Seller will, at its own expense, defend any action, suit or claim in which such infringement is alleged. The Buyer agrees to notify Seller promptly of any suit or claim against the Buyer for any alleged infringement of patent.

14. **INSOLVENCY AND BANKRUPTCY:** In the event Seller shall become insolvent or makes a general assignment for the benefit of creditors, or files, or has filed against it, a petition of bankruptcy or for reorganization, or pursues any other remedy under any law relating to the relief of debtors, or in the event a receiver be appointed of Seller's property or business, the Buyer may, at its option, cancel this purchase order, in accordance with paragraph eight (8) above.

15. **NOTICE OF LABOR DISPUTES:** Whenever an actual or potential labor dispute is delaying or threatening to delay the performance of this purchase order, Seller shall immediately give notice thereof including all relevant information with respect thereto, to the Buyer.

16. **NONDISCRIMINATION IN EMPLOYMENT:** (1) The Seller in performing the work required by this purchase order shall not discriminate against any worker, employee or applicant for employment because of race, creed, color, religious preference, marital status, or national origin, and in this respect shall comply with the provisions of Executive Order 11246 in effect on the date hereof. (2) Seller agrees upon request to provide the Buyer with Certification of Submission of Current Compliance Report or Compliance Report Notification.

17. **SAFETY AND HEALTH:** Seller agrees that all items or equipment purchased hereunder shall comply with the requirements of the Federal Occupational Safety and Health Act of 1971, the California Occupational Safety and Health Act of 1973, and any amendments thereto and all other applicable laws regarding safety and health for the Buyer.

18. **INSURANCE:** If specified as a requirement elsewhere within this Purchase Order, the Seller shall provide, at no additional cost to the Buyer, verification of its current general commercial liability, automobile liability, professional liability, workers' compensation / employers liability insurance. With respect to Workers' Compensation insurance, Seller's policy shall, at no additional cost to the Buyer, be endorsed to waive all rights of subrogation against the Buyer. Failure to provide verification of the insurance coverages and subrogation waiver mentioned above shall be considered a material breach of the terms and conditions of this purchase order.

19. **ATTORNEYS' FEES:** In the event an action is commenced by a party to this Contract against the other to enforce its rights and obligations arising from such, the prevailing party in such action, in addition to any other relief and recovery ordered by the court or arbitration, shall be entitled to recover all statutory costs, plus reasonable attorneys' fees.

20. **TERMINATION:** (a) The Buyer may terminate or cancel this purchase order, in whole or in part, without liability to the Buyer, if deliveries are not made at the time and in the quantities specified, or in the event of a substantial breach of any of the other terms or conditions hereof. (b) The Buyer may also terminate this purchase order, in whole or in part, even though Seller is not in default hereunder and no breach hereof has occurred, by notice in writing at any time. Such notice shall state the extent and effective date of termination and upon the receipt by Seller of such notice, Seller will, as and to the extent prescribed by the Buyer, stop work under the purchase order and placement of further purchase orders or subcontracts hereunder, terminate work under purchase order and subcontracts outstanding hereunder, and take any necessary action to protect property in the Seller's possession in which the Buyer has or may acquire an interest.

21. **ASSIGNMENT:** Supplier shall not assign, sell, or otherwise transfer any obligation or interest in this purchase order without the specific written consent of the Buyer.

22. **GENERAL:** All warranties shall be construed as integral conditions to this purchase order. No waiver of a breach, or of any provision of this purchase order, shall constitute a waiver of any other breach or of such provision. No modification, change in, or departure from, the provisions of this purchase order shall be valid or binding on the Buyer unless approved by the Buyer in writing.

**CONSENT
CALENDAR
ITEM**

2J

Date: December 21, 2022

To: The Honorable Board of Directors

From: Shivaji Deshmukh, General Manager

Committee: Engineering, Operations & Water Resources

12/14/22

Staff Contact: Christiana Daisy, Deputy General Manager

Subject: Purchase Combination (Jet/Vacuum) Sewer Cleaning Truck

Executive Summary:

To enhance the Agency's sewer cleaning vehicle fleet and meet upcoming Advanced Clean Fleet regulations, the staff budgeted a combination jet/vacuum sewer cleaning vehicle (combination truck) in the Fiscal Year 2022/2023 Budget. The Agency currently owns two GapVax combination trucks; one purchased in 2012, and the other purchased in 2020. These vehicles are operated extensively to maintain the Agency's collections systems and regional treatment plant facilities. The 2012 GapVax has reached its life expectancy of 10 years, and due to the Advanced Clean Fleet regulations of electrification of 50% of heavy-duty vehicles purchases starting 2024, a purchase of a new vehicle before then would be prudent. With the increased demand placed upon staff to routinely clean and maintain the sewer collection systems to comply with the Agency's Sanitary Sewer Management Plan (SSMP), it is imperative that staff utilize safe and reliable equipment. These vehicles are also required for emergencies in the field as well as increased support at treatment plants and pump stations where dependability is paramount. To continue to provide this high level of service and have staff resiliency, staff recommends the purchase of a combination jet/vacuum sewer cleaning vehicle.

Staff's Recommendation:

1. Authorize the purchase of one 2023 GapVax, Model No. MC1510, combination jet/vacuum sewer cleaning vehicle for a not-to-exceed amount of \$727,000; and
2. Authorize the General Manager to execute the purchase.

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

Account/Project Name:

FM23002 GapVax Replacement Project

Fiscal Impact (explain if not budgeted):

Prior Board Action:

October 5, 2005: GapVax Model No. VHD64F200 purchase
December 19, 2012: GapVax Model No. MC1510 purchase
January 15, 2020: GapVax Model No. MC1510 replacement

Environmental Determination:

Not Applicable

Business Goal:

The purchase Combination (Jet/Vacuum) Sewer Cleaning Truck is consistent with IEUA's Business Goal of Wastewater Management, specifically the Asset Management objective that IEUA will ensure the regional sewer system and treatment facilities are well maintained, upgraded to meet evolving requirements, sustainably managed, and can accommodate changes in regional water use.

Attachments:

Attachment 1 - Purchase of Combination (Jet/Vacuum) Sewer Cleaning Truck PowerPoint Presentation



Purchase of Combination (Jet/Vacuum) Sewer Cleaning Truck

Lucia Diaz

Manager of Facilities & Water System Programs

December 2022

Agency Combination Jet/Vac Cleaning Trucks



2012 GapVax Combination Jet/Vac
3,000 psi
27" vacuum
10 years old



2020 GapVax Combination Jet/Vac
3,000 psi
27" vacuum
2 years old

Advanced Clean Fleet Background

- Executive Order N-79-20
 - Elimination of new internal combustion passenger vehicle sales in CA by 2035
 - 100% of medium- and heavy-duty vehicles be zero-emission by 2045 where feasible
- California Air Resources Board (CARB) Zero-Emission Vehicle (ZEV) Market Development Strategy
 - Advanced Clean Cars II Program (Light Duty)
 - Advanced Clean Fleet Regulation (Medium-Heavy Duty)



Advanced Clean Fleet Regulation Medium – Heavy Duty Vehicles



2024, 50% ZEV Public Fleet Purchases
2027, 100% ZEV Public Fleet Purchases

Sourcewell Purchase

- Competitively bid through Sourcewell
 - National cooperative contract purchasing program
 - Best overall supplier government pricing
- Recent purchases through Sourcewell
 - Fleet Vehicle Purchases
- Purchase a Combination Jet/Vac Truck
 - Before the Advanced Clean Fleet Regulation (Medium-Heavy Duty) deadline



Combination Jet/Vac Cleaning Truck

- Specification Highlights
 - Stainless steel water and debris tanks
 - Lighting system for unit
 - Vacuum System
 - XL Vacuum pump unit 27"
 - Water System
 - Tri-Plex Water pump system
 - Water pump rated at 80 GPM 2500 PSI
 - Handgun reel for washdown
 - Boom
 - 8" front mounted telescoping boom with 26" reach and 180-degree rotation
 - Remote lube for boom left and rotation
 - Hose Reel
 - Front frame mounted hose reel with 180-degree articulation.
 - Hose reel rated for 800' of hose and 3,000PSI
 - Upgrade front hose reel to power articulate via hydraulics
 - Controls & Accessories
 - Cab-mounted air shift controls for blower, hydraulics and water pump
 - Control System with display
 - Module in cab for system engagements and controls
 - High debris level light and alarm
 - Storage package



Staff Recommendation

- Authorize the purchase of one 2023 GapVax, Model No. MC1510, combination jet/vacuum sewer cleaning vehicle from Sourcewell for a not-to-exceed amount of \$727,000; and
- Authorize the General Manager to execute the purchase.

The purchase of the combination sewer cleaning truck, is consistent with **IEUA's Business Goal of Wastewater Management** specifically the Asset Management objective that IEUA will ensure the regional sewer system and treatment facilities are well maintained, upgraded to meet evolving requirements, sustainably managed, and can accommodate changes in regional water use.

**ACTION
ITEM**

3A

Date: December 21, 2022

To: The Honorable Board of Directors

From: Shivaji Deshmukh, General Manager

Committee: Audit

12/12/22

Finance & Administration

12/14/22

Staff Contact: Kristine Day, Assistant General Manager

Subject: IEUA Fiscal Year (FY) 2021/22 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, 2022, 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, 2022, 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, 2022;
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 \$7,000,000 from Recycled Water Fund to the Recharge Water Fund to support the Recharge Master Plan Update projects execution until grants and State Revolving Fund loan proceeds from the State Water Resources Control Board are received by the Agency, 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 2022/23 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 8, 2021, the Board of Directors approved the Comprehensive Annual Financial Report for FY 2020/21 reviewed by the Audit Committee on December 6, 2021.

On June 11, 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 2021/22 Annual Comprehensive 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 programs of the Agency.

Attachments:

Attachment 1 - Background

Exhibit A - FY 2021/22 Audited Annual Comprehensive Financial Report (in Substantive Completed Form)

Attachment 2 - PowerPoint

Attachment 3 - CLA Financial Audit Results Presentation

Attachment 4 - Promissory Note for Inter-Fund Loan between the Recycled Water Fund and the Recharge Water Fund.

Background

Subject: IEUA Fiscal Year (FY) 2021/22 Audited Annual Comprehensive Financial Report (ACFR)

FY 2021/22 Annual Comprehensive Financial Report

The Agency's Annual Comprehensive Financial Report (ACFR) for fiscal year ended June 30, 2022, 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 2021/22 Financial Highlights

Combined revenues and other funding sources for the fiscal year totaled \$289,712,548, a decrease of \$6,904,452 compared to the prior fiscal year. The following table presents a comparison of revenues and other funding sources by category for fiscal years 2020/21 and 2021/22.

Combined Revenues and Other Funding Sources by Category - All Funds

For the Fiscal Year Ended June 30, 2022

(With Comparative Totals for the Fiscal Year Ended June 30, 2021)

Revenue & Other Funding Sources	2021/22		2020/21		Increase/(Decrease) from 2020/21	
	AMOUNT	% OF TOTAL	AMOUNT	% OF TOTAL	AMOUNT	% OF CHANGE
Service Charges	\$ 97,825,094	34%	\$ 91,325,416	31%	\$ 6,499,678	7%
Water Sales	42,976,372	15%	45,561,349	15%	(2,584,977)	(6)%
Recycled Water Sales	19,642,939	7%	18,094,729	6%	1,548,210	9%
Interest Income	2,152,502	1%	3,011,265	1%	(858,763)	(29)%
Property Tax Receipts	71,584,856	25%	67,134,938	23%	4,449,918	7%
Water Connection Fees	8,749,472	3%	5,699,920	2%	3,049,552	54%
Wastewater Capital Connection Fees	35,216,803	12%	36,732,365	12%	(1,515,562)	(4)%
Other Non-operating Revenues	(774,161)	(0)%	6,390,462	2%	(7,164,623)	(112)%
Capital Grants	12,338,671	4%	22,666,556	8%	(10,327,885)	(46)%
Total Revenues & Contributions	\$ 289,712,548	100%	\$ 296,617,000	100%	\$ (6,904,452)	(2)%

Service Charges

Increase is primarily due to new adopted rates by the Agency Board of Directors for FY 2021/22, and an increase in the number of EDU units reported by contracting agencies.

Water Sales

Decrease is primarily due to lower deliveries from Metropolitan Water District of Southern California due to current drought conditions. Deliveries for FY 2021/22 were 66,187 acre-feet (AF) compared to 71,347 AF in FY 2020/21, a decrease of 5,160 AF.

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

Wastewater connection fees were lower than the prior fiscal year. Wastewater connections fees were \$35.2 million in FY 2021/22, with 4,767 new units compared to 5,281 units and \$36.7 million in the prior fiscal year. The lower number of new connections is primarily due to a decrease in new connections reported by contracting agencies in FY 2021/22 as compared to prior year. Water connection fees were higher than the prior fiscal year. Water connection fees were \$8.7 million in FY 2021/22 compared to \$5.7 million in FY 2020/21, with 4,896 new units reported in FY 2021/22 compared with 3,385 units reported the prior fiscal year.

Other Non-Operating Revenues

Decrease is due to a reduction in reimbursements from capital project expenditures and unrealized impact on long-term investments.

Capital Grants

Decrease is due to the reduction Federal Principal Forgiveness grant (PFG) as well as grant receipts for the South Archibald Trichloroethylene (TCE) Plume Cleanup Project, partially offset with the grant from the California Water Commission, and principal forgiveness for the Recharge Master Plan Update for the State Water Resources Control Board.

Combined expenses for fiscal year ended June 30, 2022, totaled \$186,730,051, a decrease of \$7,200,305, compared to the prior fiscal year. The following table presents a comparison of expenses by category for fiscal years 2021/22 and 2020/21.

Combined Expenses by Category - All Funds
For the Fiscal Year Ended June 30, 2022
(With Comparative Totals for the Fiscal Year Ended June 30, 2021)

Expense Category	2021/22		2020/21		Increase/(Decrease) from 2020/21	
	AMOUNT	% OF TOTAL	AMOUNT	% OF TOTAL	AMOUNT	% OF CHANGE
Water Purchases	\$ 42,937,372	23%	\$ 45,561,349	23%	\$ (2,623,977)	(6)%
Wastewater Collection	10,294,319	5%	8,965,048	4%	1,329,271	15%
Wastewater Treatment	24,877,528	13%	22,548,656	12%	2,328,872	10%
Wastewater Disposal	12,145,857	7%	10,778,250	6%	1,367,607	13%
Operations and Maintenance	7,989,274	4%	5,974,752	3%	2,014,522	34%
Administration and General	39,369,646	21%	44,066,872	23%	(4,697,226)	(11)%
Depreciation and Amortization	35,090,949	19%	36,819,224	19%	(1,728,275)	(5)%
Interest on Long-Term Debt	14,048,286	8%	13,883,835	7%	164,451	1%
Other Non-Operating Expenses	(23,180)	0%	5,332,370	3%	(5,355,550)	(100)%
Total Expenses	\$ 186,730,051	100%	\$ 193,930,356	100%	\$ (7,200,305)	(3.7)%

The Agency's statement of net position for fiscal year (FY) ended June 30, 2022, reflects \$978 million, an increase of \$103 million compared to the prior fiscal year.

Imported Water Pass-Through Sales and Purchases

Imported water deliveries for FY 2021/22 were 66,187-acre feet (AF) compared to 71,347 AF reported in FY 2020/21, a decrease of 5,160 AF. The decrease is mainly due to lower deliveries from Metropolitan Water District of Southern California due to current drought conditions.

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 \$36 million for pension and \$15.0 million for OPEB have been made through fiscal year ended June 30, 2022.

As of June 30, 2022, based on the most recent actuarial valuation date, the OPEB plan is 100 percent funded with an actuarial accrued asset of \$4,965,608.

The net pension liability measured as of June 30, 2022, using valuation date of June 30, 2021, was 98 percent funded at \$4.6 million, in accordance with GASB 68. As of June 30, 2022, the Agency had no outstanding contributions to the pension plan required for the year ended June 30, 2022.

Work in Progress (WIP)

The number of open projects under the category of Work in Progress (WIP) for FY 2020/21 were 148 projects compared to 96 projects in FY 2020/21, an increase of 52 projects. WIP total cost increased to \$339.8 million from \$197.6 million mainly due to the construction of the RP-5 expansion.

Inter-Fund 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 2021/22, inter-fund transfers of \$19.3 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 2021/22 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		261,604	2,534,530	-	-	479,000	-	3,275,134
Total Capital Contribution	6,540,238	4,373,562	-	486,032	2,162,663	146,226	1,074,864	14,783,585
Operations Support	-	-	-	-	568,711	710,533	-	1,279,244
Total	6,540,238	4,635,166	2,534,530	486,032	2,731,374	1,335,759	1,074,864	19,337,963

Table 2. FY 2021/22 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	3,127,827	147,307	-	-	-	-	-	3,275,134
Total Capital Contribution	7,469,954	6,540,238	720,482	-	-	-	52,911	14,783,585
Operations Support	-	530,039	729,869	-	-	-	19,336	1,279,244
Total	10,597,781	7,217,584	1,450,351	-	-	-	72,247	19,337,963

Debt Service Inter-Fund 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 inter-fund transfer are used to support debt service are recorded in the corresponding funds.

Capital Inter-Fund Transfer \$14.8 million

Capital inter-fund 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 2021/22, inter-fund 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 2021/22 inter-fund transfers to the Administrative Service fund from the Wastewater Capital, Wastewater Operations, 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. Inter-fund transfers are used to allocate connection fees amongst eligible projects based on actual expenditures and funding sources.

In Fiscal Year 2021/22 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 Inter-Fund Transfer \$1.3 million

Operation support inter-fund 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.

Inter-Fund Loan

To support cash flow needs for the implementation of the Recharge Master Plan Updates projects, the Recharge Water Fund requires an inter-fund 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 \$7 million, as of June 30, 2022, with interest at the annual average LAIF Rate for a period of one year following the execution of the promissory note. The Recharge Water fund has outstanding receivables in amount of \$11.6 million related to State loans and grants related to the Recharge Master Plan Update projects and will repay the interfund loan as soon as the Agency receive those proceeds.

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, 2022, 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 2021/22 is the second 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 the 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) ACFR Award

For the past twenty-two years, the Agency has applied for and received the GFOA ACFR Award for excellence in financial reporting. The deadline to submit the FY 2021/22 ACFR is December 31, 2022.

The IEUA FY 2021/22 Annual Comprehensive 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, 2022

Javier Chagoyen-Lazaro

Director of Finance

December 21, 2022

FY 2021/22 Financial Highlights

- **Increased total net position by \$103 million:**
 - Operating activities: (\$12) million
 - Non-operating activities: \$103 million
 - Capital Grants: \$12 million
- **Interfund transfers \$19.3 million (Note 15 to Financial Statements):**
 - Capital support \$16 million
 - Debt service support \$3 million
 - Operations and Maintenance support \$1 million
- **Total net position as of 6/30/22 \$978 million:**
 - Net investment in capital assets \$434 million
 - Restricted assets \$263 million
 - Designated / unrestricted assets \$281 million
- **Interfund loan of \$7 million**
 - From the Recycling Water Fund to the Recharge Water Fund, to support RMPU cash flow, until SRF loans agreements are completed.

FY 2021/22 Revenues & Expenses

Total Revenues \$289 Million

Operating revenue:	(\$ million)
• Water Sales	\$43
• Service Charges	\$97
• Recycled Water Sales	<u>\$20</u>
Total Operating Revenue	<u>\$160</u>

Non-Operating revenue:	(\$ million)
• Property Tax	\$72
• Connection Fees	\$44
• Capital Grants	\$12
• Other nonoperating revenues	<u>\$1</u>
Total Non-Operating Revenue	<u>\$129</u>

Total Expenses & Change in Net Position \$289 Million

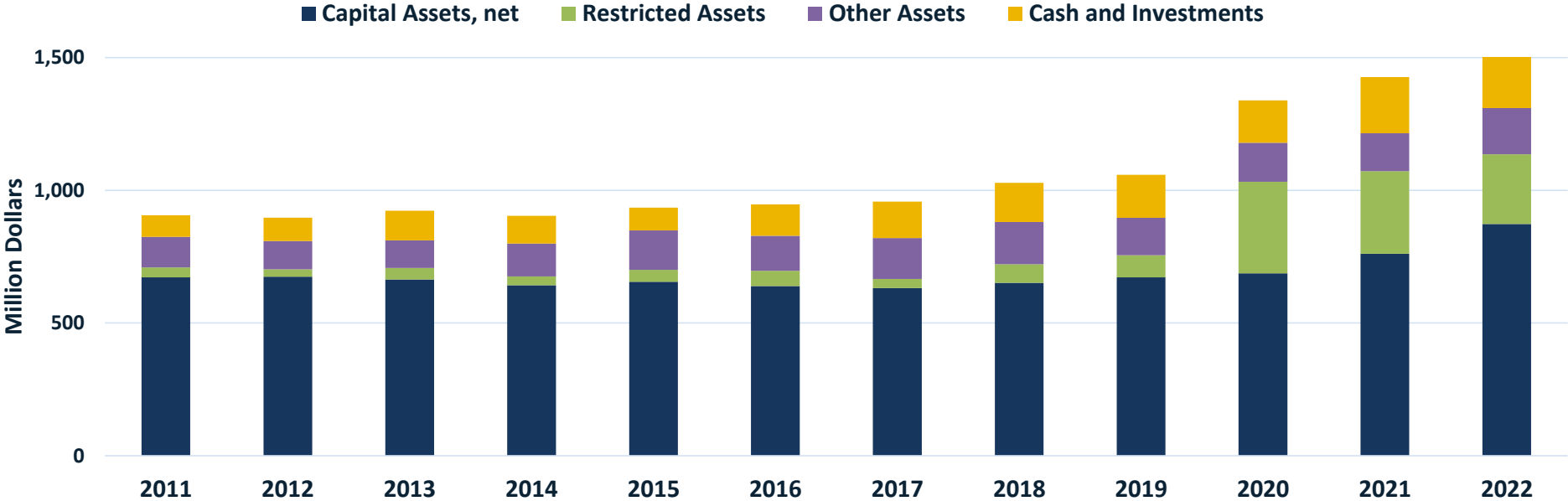
Operating expense:	(\$ million)
• Water Purchases	\$43
• Wastewater Treatment	\$47
• O&M and Support Services	\$47
• Depreciation and Amortization	<u>\$35</u>
Total Operating Expense	<u>\$172</u>

Non-Operating Expense:	(\$ million)
• Interest on long term debt	\$14
• Other nonoperating expenses	<u>(\$0.02)</u>
Total Non-Operating Revenue	<u>\$ 14</u>

Change in Net Position:	(\$ million)
	\$103

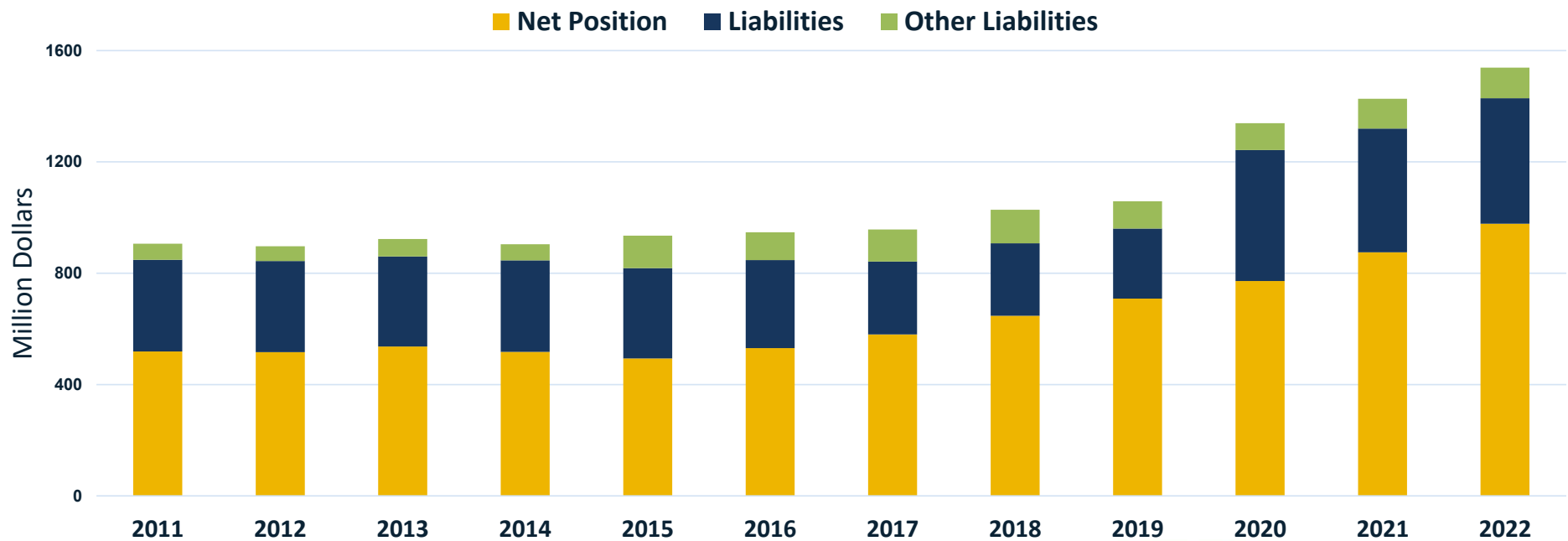
Total Assets Increased \$119 million from prior year

- Construction of new capital assets (RP-5 Expansion)

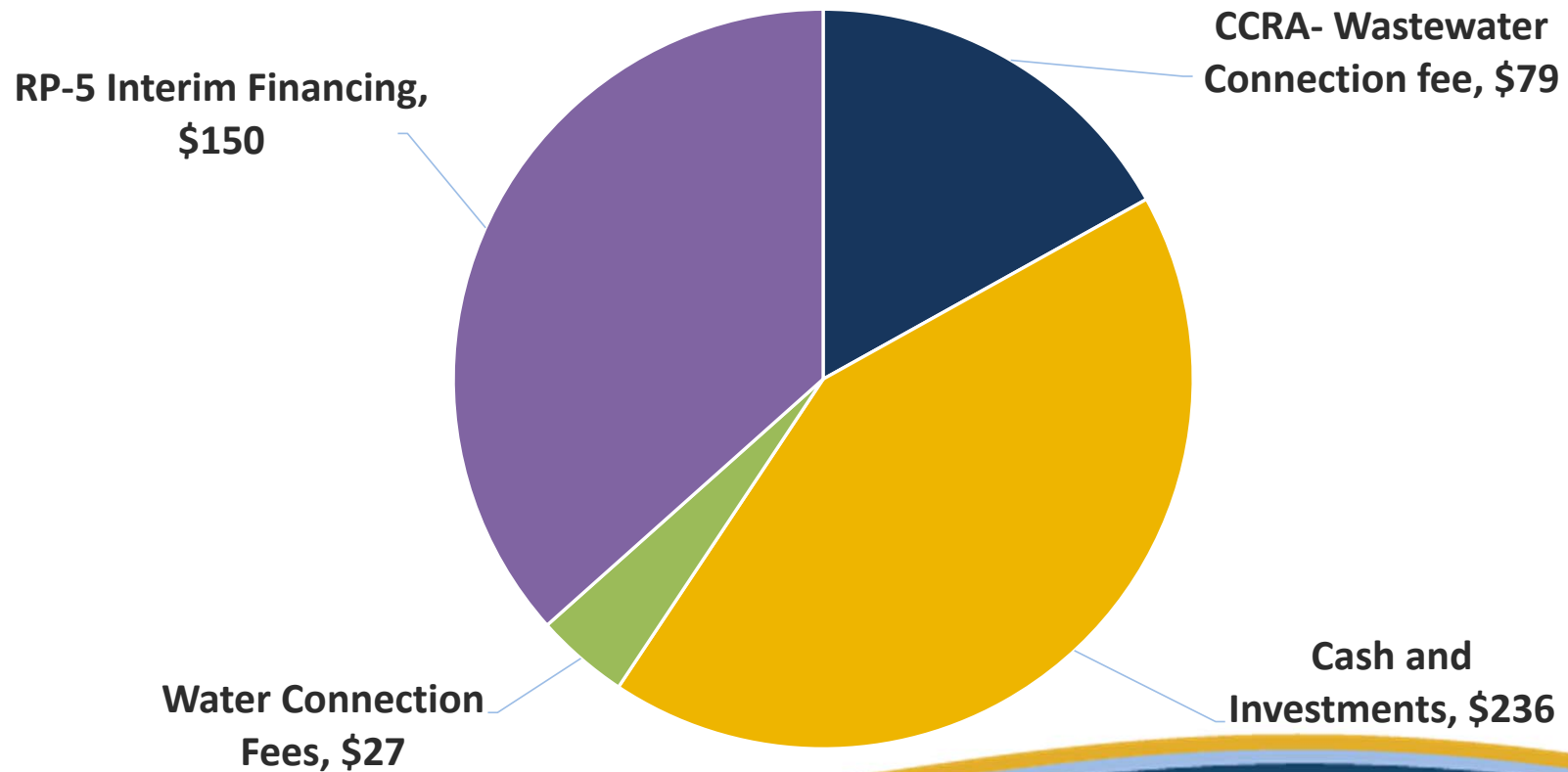


Total Liabilities and Net Position

- \$1.8 M net decrease in Long Term Debt
- \$103 M increase in Net Position



FY 2021/22 Cash, Investments, and Restricted Deposits \$492 Million



Recommendation

1. Approve the Annual Comprehensive Financial Report for fiscal year ended June 30, 2022;
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 \$7 million from the Recycled Water Fund to the Recharge Water Fund to support the Recharge Master Plan Update projects execution until grants and State Revolving Fund loan proceeds from the State Water Resources Control Board are received by the Agency; 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



6075 Kimball Avenue • Chino, CA 91708
P.O. Box 9020 • Chino Hills, CA 91709
TEL (909) 993-1600 • FAX (909) 993-1985
www.ieua.org

Date: December 21, 2022

PROMISSORY NOTE

Promissory Note to the Recycled Water Fund (RW 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 \$7,000,000 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 transfers and loans, adopted by the Board as Resolution 2001-12-01 on December 5, 2001 and incorporated by reference.

This inter-fund loan will support the implementation of the Recharge Master Plan Update projects that are included in the Recharge Water Fund (RW 10300) until the receipt of the State Revolving Fund loans from the State Water Resources Control Board.

1. The loan principal and interest repayment are 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 January 2023 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

DocuSigned by:
BY: 
EAD800E4F0B34DA
Shivaji Deshmukh
General Manager

Water Smart - Thinking in Terms of Tomorrow

Steven J. Elie
President

Michael Camacho
Vice President

Marco Tule
Secretary/Treasurer

Jasmin A. Hall
Director

Paul Hofer
Director

Shivaji Deshmukh
General Manager

**ACTION
ITEM**

3B

Date: December 21, 2022

To: The Honorable Board of Directors

SD
From: Shivaji Deshmukh, General Manager

Committee:

Staff Contact: Shivaji Deshmukh, General Manager

Subject: Adoption of Resolution No. 2022-12-4, Establishing the EDU Computation for Capital Capacity Reimbursement and Monthly Sewer Service Charge Payments

Executive Summary:

The Chino Basin Regional Sewage Service Contract (Regional Contract), which became effective on January 2, 1973, details the agreement between IEUA and the regional contracting agencies (RCAs) for the terms and conditions which IEUA provides sewage treatment services. On April 12, 1984, the IEUA Board adopted Exhibit J to the Regional Contract which defined an equivalent dwelling unit (EDU) for the purposes of computing uniform financial obligations for each RCA using the Regional Sewerage System. Exhibit J was subsequently amended three more times over the years to modernize the calculation of the EDU. In 1997, the Regional Technical Committee reviewed and adopted Sewer Service Billing Procedures for Residential and Commercial units within the IEUA service area. In 2000, the Technical Committee also reviewed and adopted procedures for the calculation and collection of fees for Industrial Users.

Due to the upcoming expiration of the Regional Contract, should the IEUA Board adopt Ordinance No. 111, Exhibit J and the documents known as "Sewer Service Billing Procedures For Residential and Commercial Categories" and "Equivalent Dwelling Unit Formula for Industrial Users" will also need to be adopted such that they will no longer be valid documents upon the expiration of the Regional Contract on January 2, 2023.

Staff's Recommendation:

1. Adopt Resolution No. 2022-12-4, establishing the Equivalent Dwelling Unit computation for Capital Capacity Reimbursement and Monthly Sewer Service Charge Account Payments.

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

Account/Project Name:

N/A

Fiscal Impact (explain if not budgeted):

None

Prior Board Action:

On April 12, 1984, the IEUA Board adopted Exhibit J.
On December 7, 1994, the IEUA Board adopted an amendment to Exhibit J.
On March 2, 2005, the IEUA Board adopted an amendment to Exhibit J.
On June 9, 2013, the IEUA Board adopted an amendment to Exhibit J.

Environmental Determination:

Not Applicable

Business Goal:

The adoption of Resolution No. 2022-12-4 is consistent with IEUA's Business Goals of Fiscal Responsibility and Business Practices by ensuring the documents and procedures for computation of the capital capacity reimbursement and monthly sewer service charge are documented should Ordinance No. 111 be adopted by the IEUA Board.

Attachments:

Attachment 1 - Resolution No. 2022-12-4 Presentation
Attachment 2 - Resolution No. 2022-12-4, Establishing the EDU Computation for Capital Capacity Reimbursement and Monthly Sewer Service Charge Payments



Resolution No. 2022-12-4, Establishing the EDU Computation for Capital Capacity Reimbursement and Monthly Sewer Service Charge Payments

Ken Tam

Manager of Environmental Resources

December 21, 2022

Staff's Recommendation

1. Adopt Resolution No. 2022-12-4, establishing the Equivalent Dwelling Unit computation for Capital Capacity Reimbursement and Monthly Sewer Service Charge Account Payments.

*The adoption of Resolution No. 2022-12-4 is consistent with **IEUA's Business Goals of Fiscal Responsibility and Business Practices** by ensuring the documents and procedures for computation of the capital capacity reimbursement and monthly sewer service charge are documented should Ordinance No. 111 be adopted by the IEUA Board.*

RESOLUTION NO. 2022-12-4

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
INLAND EMPIRE UTILITIES AGENCY*, SAN BERNARDINO
COUNTY, CALIFORNIA, ESTABLISHING THE EQUIVALENT
DWELLING UNIT COMPUTATION FOR CAPITAL CAPACITY
REIMBURSEMENT AND MONTHLY SEWER SERVICE CHARGE
ACCOUNT PAYMENTS**

WHEREAS, the Inland Empire Utilities Agency (Agency) and the Sewage Collection Agencies (SCAs) had entered into the Chino Basin Regional Sewage Service contract in 1972 and amended in 1994 which included an Exhibit “J” which defined Equivalent Dwelling Unit (EDU) computations for sewer connection fees; and

WHEREAS, the Agency and the SCAs utilize a document known as “Procedures for Establishing a Regional Sewer Billing Formula” for the computations of Monthly Sewer Service Charges; and

WHEREAS, the Agency has adopted Ordinance No. 111 establishing regulations governing the collection, treatment, and disposal of sewage to the Regional Sewerage System in contemplation of the termination of the Chino Basin Regional Sewage Service contract as Amended in 1994 which expires under its terms on January 2, 2023; and

WHEREAS, Ordinance No. 111 requires the Sewage Collection Agencies (SCAs) to collect Capital Capacity Reimbursement Payments and Monthly Sewer Service Charges on behalf of the Agency; and

NOW, THEREFORE, the Board of Directors hereby RESOLVES, DETERMINES, AND ORDERS the following to be effective upon adoption, and remain in effect until rescinded by a new resolution:

1. The document known as Exhibit “J” is adopted in its entirety as Attachment 1 to this Resolution.
2. The documents known as “Sewer Service Billing Procedures for Residential and Commercial Categories” and “Equivalent Dwelling Unit Formula for Industrial Users” is adopted in its entirety as Attachment 2 to this Resolution.

ADOPTED this 21st day of December 2022.

Steven J. Elie
President of the Inland Empire Utilities
Agency* and of the Board of Directors
thereof

ATTEST:

Marco Tule
Secretary/ Treasurer of the Inland Empire
Utilities Agency* and of the Board of
Directors thereof

*A Municipal Water District

STATE OF CALIFORNIA)
COUNTY OF) SS
SAN BERNARDINO)

I, Marco Tule, Secretary/Treasurer of the Inland Empire Utilities Agency*,
DO HEREBY CERTIFY that the foregoing Resolution being No. 2022-12-4, was adopted
at a regular Board Meeting on December 21, 2022, of said Agency by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Marco Tule
Secretary/Treasurer of the Inland Empire
Utilities Agency* and of the
Board of Directors thereof

(SEAL)

*A Municipal Water District

Attachment 1

(Adopted 4/12/84)
(Amended 12/7/94)
(Amended 3/2/05)
(Amended 6/19/13)

EXHIBIT “J”

EQUIVALENT DWELLING UNIT COMPUTATIONS

GENERAL

Equivalent Dwelling Unit (EDU) is a numerical value designation where one EDU represents the sewage flow from a single family residential household. For the purposes of computing uniform financial obligations for each Contracting Agency using the Regional Sewerage System, the following computations shall be used to determine EDU’s for residential, commercial, and industrial units:

1. Residential. Each structure or part of a structure which is designed for the purpose of providing permanent housing for one family or tenant shall be one EDU. This includes, but is not limited to, a single family detached residence, an apartment, a townhouse, a condominium, a mobile home or trailer space.
2. Commercial. All structures designed for the purpose of providing permanent housing for enterprises engaged in exchange of goods and services. This shall include, but not be limited to, all private business and service establishments, schools, churches, and public facilities. EDU’s shall be determined by multiplying the fixture units (as defined by Table 1) shown on the approved building plans, by the appropriate sewage factor from the following Table 2 (also see Note A). Total EDU’s for commercial centers for various use categories will be the sum of the EDU’s computed for each category of use. For example, hotel complexes that contain restaurants, pools, health clubs, or

laundry facilities should be calculated based on the individual uses in the hotel complex with the fee based on the sum of the EDU's computed for each category of use.

3. Industrial. All structures designed for the purpose of providing permanent housing for an enterprise engaged in the production, manufacturing, or processing of material. EDU's for industrial users shall be determined as follows:

a. For domestic type wastewater, multiply the fixture units (as defined by Table 1) shown on the approved building plans by a sewage factor of 0.0741, based on a 20 gallons per fixture unit flow per day.

b. For non-domestic wastewater; compute from information contained on the industrial waste permit, using the following formula:

$$\text{EDU} = \frac{\text{Estimated non-domestic flow}}{270} \left[.37 + .31 \frac{\text{BOD}}{230} + .32 \frac{\text{SS}}{220} \right]$$

c. Combine the resultant EDU's derived from a and b above.

NOTES:

- A. Sewage Factor is derived from the formula

$$SF = K \left[.37 + .31 \frac{BOD}{230} + .32 \frac{SS}{220} \right]$$

Where:	SF	=	Sewage Factor
	K	=	Gallons per fixture unit divided by the average domestic household flow of 270 gallons
	BOD	=	Biochemical Oxygen Demand
	SS	=	Suspended solids

- B. Reimbursement Fees to be levied on Pre-1979 Structures Connecting to the Regional System

For residential structures with a building permit issued prior to July 1, 1979, no Capital Capacity Reimbursement Account (CCRA) fees will be levied at the time of connection to the regional system. If the original permit was issued after 7/1/79, then the CCRA fees established at the time of permit issuance will apply.

The CCRA fees will apply to all commercial and industrial development regardless of when the structure was constructed. When a non-residential use requests to connect to the regional system or modify its use if already connected, the CCRA fee should be based on the current fee in effect at the time the connection or modified use is made (also see Note C).

- C. Reimbursement Fees to be Levied on Existing System Users Who Expand or Revise Use

In some situations existing commercial and industrial users will expand uses to meet increasing demands. As a result, additional fixture units will usually be included within the expanded facility. Under these situations the following criteria will apply:

- CCRA fees will only be levied on the fixture unit (FU) count difference between existing FU's and new FU's.
- The CCRA fee will be determined based on the fee in effect at the time of building or sewer permit issuance for the expanding development.
- A change in use, placing a commercial development in a different Exhibit "J" category, will not result in the recalculation of CCRA obligation for

the existing FU's. Only the new added FU's will be levied CCRA fees based on the Exhibit "J" category which best defines the proposed use.

D. Collection and Reporting of CCRA Fees

- a. CCRA fees shall be reported at no later than at the time of occupancy.
- b. CCRA fees shall be based on the EDU rate (as established by the EDU resolution adopted by the IEUA Board of Directors) in effect at the time of payment. For example, if CCRA fees are reported in the July report, any connection fees changes effective July 1, would be in effect.

E. Attachment of Sewer Use Rights; Tied to Property or Structure

Under certain situations an existing discharger may want to relocate or renovate a business. The issue may then arise as to ownership of certain existing discharge rights in the regional system.

All sewer capacity remains with the existing building and should be sold to building owners rather than tenants.

In cases where an existing building is completely demolished, the transfer or reuse of capacity rights can be permitted provided that:

- a. Proof of building demolition can be documented;
- b. Payment for original system capacity can be documented;
- c. The demolition occurs simultaneously with the transfer; and
- d. The transfer occurs within the Contracting Agency who originally sold the capacity.

Capacity rights would be determined based on fixture unit counts and the Exhibit "J" use category of the demolished structure. Because local collection systems may also be impacted by a relocation, this exception shall be at the sole discretion of the contracting agency who is accepting the relocated capacity.

Any additional EDUs required shall be purchased per Note C of this Exhibit.

TABLE 1 - Fixture Unit (FU) Values^{1,2}

Appliances, Appurtenances or Fixtures	Fixture Units
Bathtub or Combination Bath/Shower	2.0
Clothes Washer, domestic, standpipe	3.0
High Efficiency Clothes Washer	2.0
Dental Unit, cuspidor	1.0
Dishwasher with independent drain	2.0
Drinking Fountain or Water Cooler	0.5
Food Waste Grinder (Commercial)	3.0
Floor Drain, Emergency	0.0
Floor Drain	2.0
Shower, single-head trap	2.0
Multi-head, each additional	1.0
Lavatory, single	1.0
Lavatory, In sets of two or three	2.0
Washfountain (1.5-in Minimum Fixture Branch Size)	2.0
Washfountain (2-in Minimum Fixture Branch Size)	3.0
Receptor, indirect waste ³	
Bar	2.0
Clinical	6.0
Commercial with food waste (1.5-in Minimum Fixture Branch Size)	3.0
Commercial with food waste (2-in Minimum Fixture Branch Size)	4.0
Commercial with food waste (3-in Minimum Fixture Branch Size)	6.0
Kitchen, domestic (with or without food-waste grinder and/or dishwasher)	2.0
Laundry (with or without discharge from a clothes washer)	2.0
Service or Mop Basin	3.0
Service, flushing rim	6.0
Wash, each set of facets	2.0
Urinal	2.0
Waterless Urinal	1.0
Water Closet, 1.6 GPF	4.0
Water Closet, greater than 1.6 GPF	6.0

TABLE 1(a) – Discharge Capacity in Gallons per Minute for Intermittent Flow Only^{1,3}

Gallons per Minute	Fixture Units
Up to 7.5	1
Greater than 7.5 to 15	2
Greater than 15 to 30	4
Greater than 30 to 50	6

TABLE 1(b) - Maximum Fixture Units for a Trap and Trap Arm^{1,3}

Size of Trap and Trap Arm (inches)	Fixture Units
1.25	1
1.5	3
2	4
3	6
4	8

Footnotes:

1. Tables 1, 1(a), 1(b) are based on the 2010 California Plumbing Code
2. Additional information regarding definitions and plan checking are defined by latest Exhibit J - Table 1 Guideline.
3. Indirect waste receptors shall be sized based on the total drainage capacity of the fixtures that drain therein to, in accordance with Table 1(a). Maximum fixture units for a fixture trap and trap arm loadings for sizes up to 4 inches shall be in accordance with Table 1(b).

TABLE 2¹

Category	Type of Commercial	Typical Descriptions of Establishment	Gal/ Fixture	BOD/TSS	Sewage Factor (see Note A)
I	Motel/ Hotel	Establishment typically engaged in short-term lodging and may offer food and beverage, recreation, conference/convention room, laundry, and parking services.	12	230/220	0.0444
	Recreation/Amusement	Recreational and amusement services and attractions			
	Restaurant (Fast Food)	Establishments where patrons order or select items and typically pay before eating. Serves food on trays with disposable dishware, has an available drive-thru service, and does not use a dishwasher.			
	Retail Store	Establishment typically engaged in providing retail goods for purchase			
	Office	Establishment where business or services are supplied.			
	Market (without Butcher Shop)	Establishments typically retailing a general line of food, such as canned and frozen foods, fresh fruits and vegetables. Establishment does not process (cut) meat, poultry, or seafood.			
	Bar/Tavern	Establishment typically engaged in preparing and serving alcohol beverages for immediate consumption. May also provide limited food services.			

Category	Type of Commercial	Typical Descriptions of Establishment	Gal/ Fixture	BOD/TSS	Sewage Factor (see Note A)
II	Market (with Butcher Shop)	Establishments typically retailing a general line of food, such as canned and frozen foods, fresh fruits and vegetables. Establishment does process (cut) meat, poultry, or seafood.	24	250/350	0.1081
	Bakery	Establishment typically manufacturing fresh and frozen bread and bread-type roll products, cookies, crackers, doughnuts, pastries, pies, ice cream cones, and etc. May include commercial and storefront bakeries.			
	Mortuary	Establishments typically preparing the dead for burial or internment and conducting funerals. May include crematories.			
III	Convalescent Home	Establishments providing inpatient nursing and rehabilitative serves. The care is typically provided for an extended period of time to individuals requiring nursing care. May include nursing homes, Inpatient care hospices, rest homes with nursing care, etc.	42	250/300	0.1780
	Hospital	Establishments typically known and licensed as general medical and surgical hospitals primarily engaged in providing diagnostic and medical treatment to inpatients with any wide variety of medical conditions.			
	Health Spa with Pool	Establishments typically operating fitness and recreation sports facilities featuring exercise and other active physical conditioning. Must have a pool. May include physical fitness centers with pools, gyms with pools, day spas with pools, etc.			
	Restaurant (Full Service)	Establishments typically providing food services where patrons order and are served while seated and typically pay after eating. May serve food on non-disposable dishware, operates dishwashing equipment, has waiter/waitresses and includes buffets.			

Category	Type of Commercial	Typical Descriptions of Establishment	Gal/ Fixture	BOD/TSS	Sewage Factor (see Note A)
IV	Laundry (Laundromat)	Establishment typically operating coin-operated or similar self-service laundry equipment for customer use on premises. Laundries or Laundromats classified under this category are for non-water efficient washing machines.	43	350/500	0.2499
	Dry Cleaner (Processor)	Establishment typically engaged in laundering services, and specialty cleaning services for garments and other textile items on the premises using solvents other than water. Drop off and pickup sites that do not perform cleaning services are classified under Category I.			
V	Car Wash (Coin Operated) (See Footnote 1)	Establishments typically engaged in the cleaning and/or washing of automotive vehicles. Consists power washing spray wand car washes.	102	150/500	0.4910
VI	Church	Establishments typically engaged in operating religious organizations. May include monasteries, temples, mosques, synagogues, places of worship.	17	230/220	0.0630
	School	Establishments typically engaged in furnishing academic courses and associated coursework. May include universities (public/private), junior colleges (public/private), vocational schools.			
	Public Facility	Establishments typically operated by the local city or other government entities. May include government offices, community centers, fire/police stations, parks, city facilities, court houses, etc.			

Category	Type of Commercial	Typical Descriptions of Establishment	Gal/ Fixture	BOD/TSS	Sewage Factor (see Note A)
VII	Health Spa without Pool	Establishments typically operating fitness and recreation sports facilities featuring exercise and other active physical conditioning. Must not have a pool. May include physical fitness centers with pools, gyms without pools, day spas without pools, etc.	42	230/220	0.1555
	Laundromat	Establishment typically operating facilities with coin-operated or similar self-service laundry equipment for customer use on premises. Laundries or Laundromats classified under this category are for high efficiency front loading washing machines.			

Footnotes:

1. Non-coin operated car washes may be treated as an industrial user.

Attachment 2

REGIONAL SEWAGE PROGRAM
**SEWER SERVICE BILLING PROCEDURES FOR
RESIDENTIAL AND COMMERCIAL CATEGORIES
BASED ON EQUIVALENT DWELLING
UNIT (EDU) COMPUTATIONS**

General

Equivalent Dwelling Unit (EDU) is a numerical value designation where 1 EDU represents the sewage flow from a single family residential household and is equal to 270 gallons per day discharge with a BOD of 230 mg/l and a SS of 220 mg/l. The following computations shall be used to determine EDU's for residential and commercial units:

Residential: Each structure or part of a structure which is designed for the purpose of providing permanent housing for one family or tenant shall be calculated as follows:

Single Family	1 EDU
Multiple Family	
Apartment	0.7 EDU
Townhouse	0.7 EDU
Condominium	0.7 EDU
Mobile Home	0.7 EDU
Trailer Space	0.7 EDU

Commercial: All structures designed for the purpose of providing permanent housing for enterprises engaged in the exchange of goods and services. EDU's shall be determined by multiplying the metered water useage in hundreds of cubic feet (HCF) by the appropriate Category factor from Table 1.

TABLE 1

**SEWER EDU DETERMINATION
FOR COMMERCIAL CATEGORIES**

Category	Type of Commercial	BOD/SS	Flow* %	EDU Formula Bi-monthly	EDU Formula Monthly
1	Office Day Care Center Market w/o grinder Public Facility w/o dining Bar/Tavern w/o food Retail/Service Recreation/Amusement w/o dining	230/220	80%	0.0364 HCF	0.0729 HCF
2	Mortuary	250/350	95%	0.0526 HCF	0.1052 HCF
3	Hotel w/dining Motel w/dining Bar/Tavern w/dining Recreation/Amusement w/dining Public Facility w/dining Hospital - full service Convalescent facility	300/400	85%	0.0525 HCF	0.1050 HCF
4	Laundromat Car Wash	100/150	95%	0.0313 HCF	0.0626 HCF
5	Laundry - Com/Ind Dry Cleaner	350/500	85%	0.0607 HCF	0.1215 HCF
6	Motel w/o dining Health Spa Church/Worship	300/100	80%	0.0335 HCF	0.0670 HCF
7	Outpatient Facility Doctor Office Dental Office	225/100	90%	0.0335 HCF	0.0671 HCF
8	Restaurant - full service Restaurant - Fastfood Market w/grinder Bakery	400/300	85%	0.0521 HCF	0.1042 HCF
9	School - Public/Private K thru 12 College	230/220	5 gpd/s 10 gpd/s	0.037 x # students 0.074 x # students	0.0185 x # students 0.0370 x # students

* If account has combined domestic/landscape useage use 55% for domestic use.
(Metered consumption x 55% x EDU Formula)

INLAND EMPIRE UTILITIES AGENCY
Equivalent Dwelling Unit Formula for Industrial Users

1. Industrial: Shall be defined as those industries identified in the Standard Industrial Classification Manual, Bureau of the Budget, 1987, as amended and supplemented, under the category "Division D – Manufacturing" or Part 1, Sector 31 through 33, of the North American Industry Classification System (NAICS), and such other classes of significant waste product as, by regulation, the Administrator deems appropriate. EDU's shall be determined by one of the following methods:

- a. Category #1, under the Commercial User EDU calculation method, shall be used to calculate the EDU's for Industrial Users who have an average water consumption of 5,000 gallons per day (GPD) or less, excluding water used for landscape purposes. Should it be verified that the User has landscaping and does not have a separate meter for landscape consumption, the computed EDU's may be reduced by up to 45% to account for landscape water use.

The Contracting Agency shall maintain documentation supporting the fact that the User has landscaping. A landscape reduction in excess of 45% may be fact that the used, provided the Contracting Agency documents the justification of such change based upon information submitted by the User to support a higher reduction for their specific case.

For certain Users, it may be found that the Commercial Category #1 method produces significantly different results when compared to the method described in Section (1)(b) below. In such cases, and at the Contracting Agency's discretion, the Contracting Agency may follow the calculation method as described in Section (1)(b) below.

- b. The following method is used to calculate EDU's for Industrial Users who have water consumption in excess of 5,000 GPD, excluding water used for landscape purposes:

Total EDU's = Domestic EDU's + Non-Domestic EDU's

Mathematically, the EDU equation to compute total EDU's is expressed as follows:

$$\text{EDU} = \frac{\text{Domestic Flow}}{270} + \frac{\text{Non-Domestic Flow}}{270} (0.37 + 0.31 \frac{\text{BOD}}{230} + 0.32 \frac{\text{TSS}}{220})$$

Where:

Domestic Flow = (Number of full-time equivalent employees) x (15 GPD)

Non-Domestic Flow* = (Water Supply Flow*) – (Domestic Flow) – (Irrigation Flow) – (Water Lost to Product and/or Evaporation)

Irrigation Flow: If the User does not maintain a separate meter for landscape, irrigation flow is to be computed at .066 gallons per day per square foot of irrigable landscape.

*All measurements of flow will need to be expressed in GPD. 365 days per year is used to compute GPD. Do not use business days of operation if different. The computed EDU's will represent EDU's for a given month. If the Contracting Agency's flow represents GPD for a two-month period, the computed EDU's will need to be doubled when reporting them to IEUA.

2. Procedures for establishing industrial wastewater strength (BOD/TSS) shall be as follows:
 - a. If required by the Contracting Agency, any Industrial User may be required to submit on a yearly basis (on or before the first of July of every year), a 24-hour composite wastewater analysis performed by a certified laboratory. The analysis of the Industrial Users waste strength shall be for BOD, TSS and may include other parameters as required by the Contracting Agency. The results of the required analysis shall be used to determine the EDU formula for the respective Industrial User. The frequency of wastewater sampling and analysis may vary depending on the nature, volume, and diversity of industrial wastewater discharge as determined by the Contracting Agency.
 - b. In the event the Industrial User believes the BOD, TSS, and sewer factor assigned in this Section is no longer applicable, said Industrial User may request review of the EDU formula. The Industrial User may be required to submit the results of a sampling and analysis of its wastewater from a certified laboratory to the Contracting Agency. The frequency of wastewater sampling and analysis may vary depending on the nature, volume, and diversity of industrial wastewater discharged as determined by the Contracting Agency. An adjustment may be made if deemed appropriate by the Contracting

Agency and the adjustment is consistent with the intent of this Section, provided that the Industrial User's average Water Supply Flow is more than 5,000 GPD, excluding water used for landscape irrigation.

- c. If wastewater pretreatment equipment or facility modifications are instituted which change the quality and/or quantity of the industrial wastewater discharge, the Industrial User shall immediately, after instituting the facility modifications or changes, have the effluent from the industrial facility reevaluated as described in Section (2)(a).
 - d. All monitoring and laboratory work must be paid for by the Industrial User.
- 3. In computing Domestic Flow for Users with average water consumption in excess of 5,000 GPD, full-time equivalent employees shall be computed on at least an annual basis. It should represent the average annual full-time equivalent number of employees of the Industrial User.
 - 4. The specific wastewater rate calculation criteria, to include the assignment of sewer factors to specific Users, shall be determined by the Contracting Agency for all Users not specifically mentioned under the classifications set forth in this section, in accordance with the provisions of this Section.
 - 5. When applying any of the preceding EDU calculations, each component item used in the formula shall be documented as to the source of the data and retained on file with the Contracting Agency.

**ACTION
ITEM**

3C

Date: December 21, 2022

To: The Honorable Board of Directors

From: Shivaji Deshmukh, General Manager

Committee:

Staff Contact: Shivaji Deshmukh, General Manager

Subject: Adoption of Resolution No. 2022-12-5, Establishing Regional Industrial Pretreatment Program Services

Executive Summary:

The Chino Basin Regional Sewage Service Contract (Regional Contract), which became effective on January 2, 1973, details the agreement between IEUA and the regional contracting agencies (RCAs) for the terms and conditions which IEUA provides sewage treatment services. On October 19, 1994, the IEUA Board held a public hearing to adopt an amendment to the Regional Contract to incorporate the Regional Pretreatment Agreement as required by the Regional Water Quality Control Board. In 2005, each of the RCAs signed individual Industrial Wastewater Pretreatment Agreements for the cooperative implementation of the Regional Pretreatment Program (Program) in recognition of IEUA as the control authority.

The 1994 Regional Pretreatment Agreement and 2005 Industrial Wastewater Pretreatment Agreements signed with the RCAs will no longer be valid due to the upcoming expiration of the Regional Contract. As such, Resolution No. 2022-12-5 is required to be adopted to reestablish the cooperative implementation of the Regional Industrial Pretreatment Program should the IEUA Board adopt Ordinance No. 111.

Staff's Recommendation:

1. Adopt Resolution No. 2022-12-5, establishing Regional Industrial Pretreatment Program Services.

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

Account/Project Name:

N/A

Fiscal Impact (explain if not budgeted):

None.

Prior Board Action:

On October 19, 1994, the IEUA Board held a public hearing to adopt an amendment to the Chino Basin Regional Sewerage Service Contract to incorporate the Regional Pretreatment Agreement as required by the Regional Water Quality Control Board.

Environmental Determination:

Not Applicable

Business Goal:

The adoption of Resolution No. 2022-12-5 is consistent with IEUA's Business Goals of Wastewater Management and Environmental Stewardship by ensuring the documents and procedures meeting federal, state, and local pretreatment regulations within the IEUA service area and safeguarding public health and the environment.

Attachments:

Attachment 1 - Resolution No. 2022-12-5 Presentation

Attachment 2 - Resolution No. 2022-12-5, Establishing Regional Industrial Pretreatment Program Services



Resolution No. 2022-12-5, Establishing Regional Industrial Pretreatment Program Services

Ken Tam

Manager of Environmental Resources

December 21, 2022

Staff's Recommendation

1. Adopt Resolution No. 2022-12-5, establishing Regional Industrial Pretreatment Program Services.

*The adoption of Resolution No. 2022-12-5 is consistent with **IEUA's Business Goals** of **Wastewater Management** and **Environmental Stewardship** by ensuring the documents and procedures meeting federal, state, and local pretreatment regulations within the IEUA service area and safeguarding public health and the environment.*

RESOLUTION NO. 2022-12-5

RESOLUTION OF THE BOARD OF DIRECTORS OF THE INLAND EMPIRE UTILITIES AGENCY*, SAN BERNARDINO COUNTY, CALIFORNIA, ESTABLISHING REGIONAL INDUSTRIAL PRETREATMENT PROGRAM SERVICES

WHEREAS, it is necessary for Inland Empire Utilities Agency (Agency) to establish the responsibilities of the Sewage Collection Agencies (SCA) and the Agency with respect to compliance with the National Pollutant Discharge Elimination System (NPDES) Industrial Wastewater Pretreatment Program, administered by the Regional Water Quality Control Board, Santa Ana Region (RWQCB), by the authorities granted under the Federal Clean Water Act (CWA) and its 1987 amendments under the Water Quality Act (WQA); and

WHEREAS, Congress in 1982 adopted the Federal Clean Water Act (33 U.S.C.A. 1342(p)), to require the Federal Environmental Protection Agency to promulgate regulations for permits under the NPDES program for Publicly-Owned Treatment Works (POTW) for the discharge of effluent into waters of the USA; and

WHEREAS, Agency owns and operates regional water recycling plants that are regulated in accordance with NPDES permit issued by the RWQCB, and which are subject to discharge limitations and requirements; and

WHEREAS, said permit regulations and discharge limitations require the control and restriction of the discharge of industrial wastewater, and imposes pretreatment requirements on Significant Industrial Users (“SIUs”); and

WHEREAS, the Agency has NPDES Permit No. CA 8000409, Order No. R8-2022-0041 for the Agency’s Regional Water Recycling Plants Nos. 1, 4, and 5 and Carbon Canyon Water Recycling Facility, specifically require the Agency to implement pretreatment regulations in all jurisdictions tributary to these regional plants; and

WHEREAS, the Agency has a Regional Pretreatment Program (Program) approved by the RWQCB; and

WHEREAS, the Agency has adopted Ordinance No. 109 establishing the availability and use of the Regional Sewerage System in compliance with requirements of the approved Program; and

WHEREAS, the Agency has adopted Ordinance No. 111 establishing regulations governing the collection, treatment, and disposal of sewage to the Regional Sewerage System in contemplation of the termination of the Chino Basin Regional Sewage Service contract (Contract) as Amended in 1994 which expires under its terms on January 2, 2023; and

WHEREAS, this Resolution and its terms shall supersede and replace all terms and conditions in the Regional Pretreatment Agreement dated October 19, 1994 and all Industrial Wastewater Pretreatment Agreements with SCAs which terminate concurrently with the Contract.

NOW, THEREFORE, the Board of Directors hereby RESOLVES, DETERMINES, AND ORDERS the following to be effective upon adoption, and remain in effect until rescinded by a new resolution:

1. The SCAs shall have the responsibility to identify, locate, and correctly categorize all SIUs existing within its jurisdiction. The SCAs shall furnish a list of SIUs to the Agency, and immediately report to the Agency, any and all SIU list adjustments.
2. Prior to approval of any project plans by the SCA, that are subject to national categorical pretreatment standards, or have the potential for classification as a SIU, the SCA shall submit, for review and approval by the Agency, sewer and plumbing plans for SIU development and tenancies or occupancies.
3. The Agency shall have the responsibility of implementing and conducting the approved Program functions for all SIUs within the SCA, including the responsibility to ensure all SIUs fully comply with all applicable Federal and State Pretreatment Standards and Requirements which include permitting, inspection, surveillance, Control Authority monitoring, and enforcement.
4. The Agency shall immediately notify and advise the SCA upon the Agency becoming aware of any SIU discharge that constitutes a threat to the health and welfare of the general public or environment within the SCA.
5. When requested by the Agency, the City shall provide assistance, to the fullest extent possible, in any and all Program activities to the Agency, at no expense to the Agency.

ADOPTED this 21st day of December 2022.

Steven J. Elie
President of the Inland Empire Utilities
Agency* and of the Board of Directors
thereof

ATTEST:

Marco Tule
Secretary/ Treasurer of the Inland Empire
Utilities Agency* and of the Board of
Directors thereof

*A Municipal Water District

STATE OF CALIFORNIA)
COUNTY OF) SS
SAN BERNARDINO)

I, Marco Tule, Secretary/Treasurer of the Inland Empire Utilities Agency*,
DO HEREBY CERTIFY that the foregoing Resolution being No. 2022-12-5, was adopted
at a regular Board Meeting on December 21, 2022, of said Agency by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Marco Tule
Secretary/Treasurer of the Inland Empire
Utilities Agency* and of the
Board of Directors thereof

(SEAL)

*A Municipal Water District

**ACTION
ITEM**

3D

Date: December 21, 2022

To: The Honorable Board of Directors

From: Jean Cihigoyenette, General Counsel

Committee:

Executive Contact: Shivaji Deshmukh, General Manager *ADD*

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-Steven J. Elie, Vice President-Michael Camacho, and Secretary/Treasurer-Marco Tule.

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, 2023.

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 8, 2022, the Board elected Director Elie as President, Director Camacho as Vice President, and Director Tule 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**

3E

Date: December 21, 2022

To: The Honorable Board of Directors

SD
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 8, 2021, 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**

3F

Date: December 21, 2022

To: The Honorable Board of Directors

From: Jean Cihigoyenette, General Counsel

Committee:

Executive Contact: Shivaji Deshmukh, General Manager *SD*

Subject: Adoption of Resolution No. 2022-12-2, 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. 2022-12-2, 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 Marco Tule and the Alternate Commissioner is Director Michael Camacho.

Staff's Recommendation:

Adopt, by majority vote, Resolution No. 2022-12-2, 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 8, 2021, the Board adopted Resolution No. 2021-12-4, appointing Director Marco Tule to serve as the Agency's representative on the Commission for the Santa Ana Watershed Project Authority, and Director Michael Camacho 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. 2022-12-2

RESOLUTION 2022-12-2

**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. 2022-12-2, Resolution No. 2021-12-4 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 21st day of December, 2022.

Steven J. Elie
President of the Inland Empire Utilities
Agency* and of the Board of Directors thereof

ATTEST:

Marco Tule
Secretary/Treasurer of the Inland Empire
Utilities Agency* and the Board of Directors
thereof

STATE OF CALIFORNIA)
)
COUNTY OF SAN BERNARDINO)

I, Marco Tule, Secretary/Treasurer of the Inland Empire Utilities Agency*, DO HEREBY CERTIFY that the foregoing Resolution being No. 2022-12-2, was adopted at a regular meeting on December 21, 2022, of said Agency by the following vote:

AYES:

NOES:

ABSENT:

Marco Tule
Secretary /Treasurer of the Inland Empire
Utilities Agency* and the Board of Directors
thereof

(SEAL)

* A Municipal Water District

**ACTION
ITEM**

3G

Date: December 21, 2022

To: The Honorable Board of Directors

SSD
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 Marco Tule, 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 8, 2021, the Board appointed Director Marco Tule 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**

4A



Recycled Water Groundwater Recharge Update

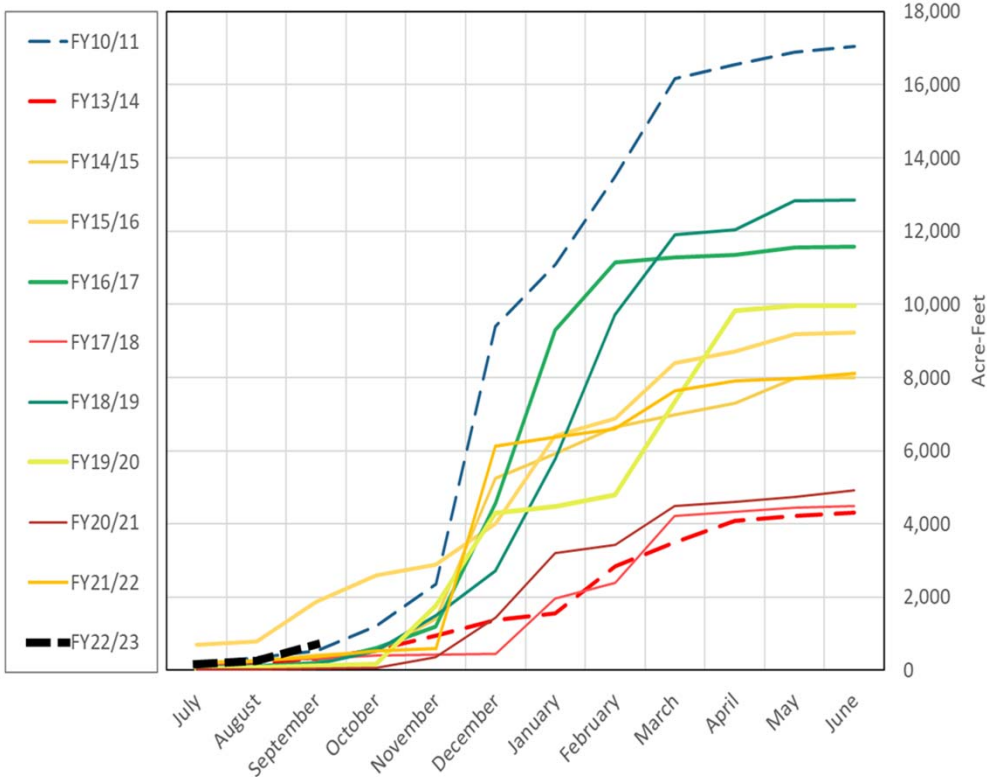
Steven Smith, PE

Acting Groundwater Recharge Supervisor

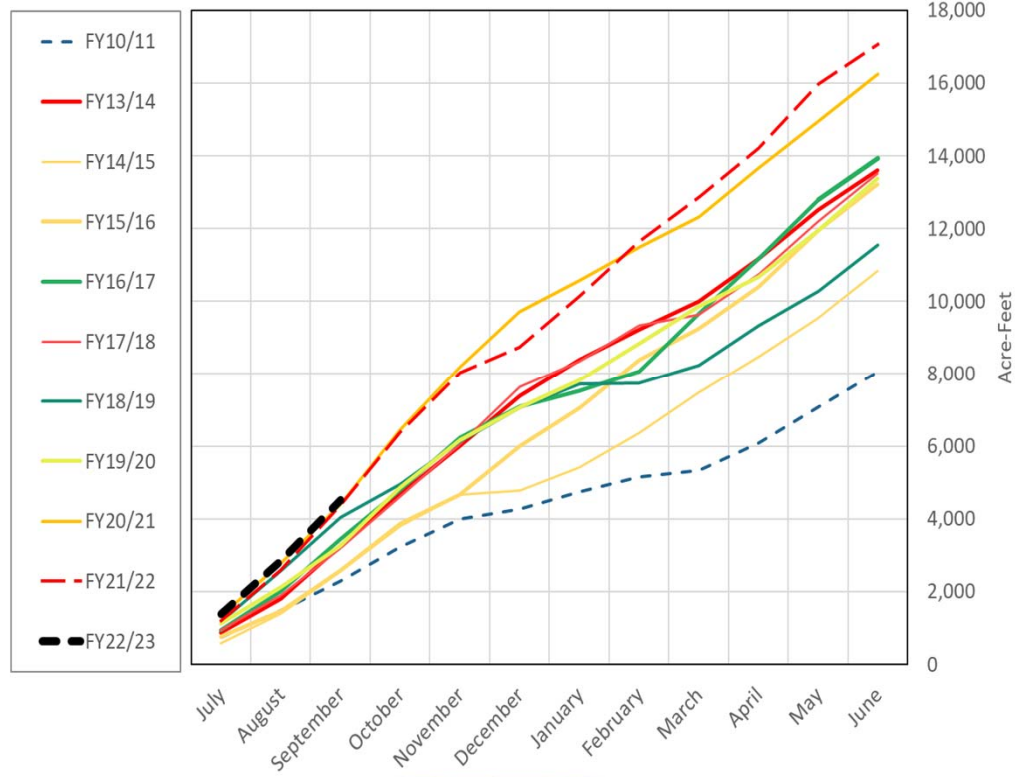
December 2022

Annual Recharge Monthly Accumulation

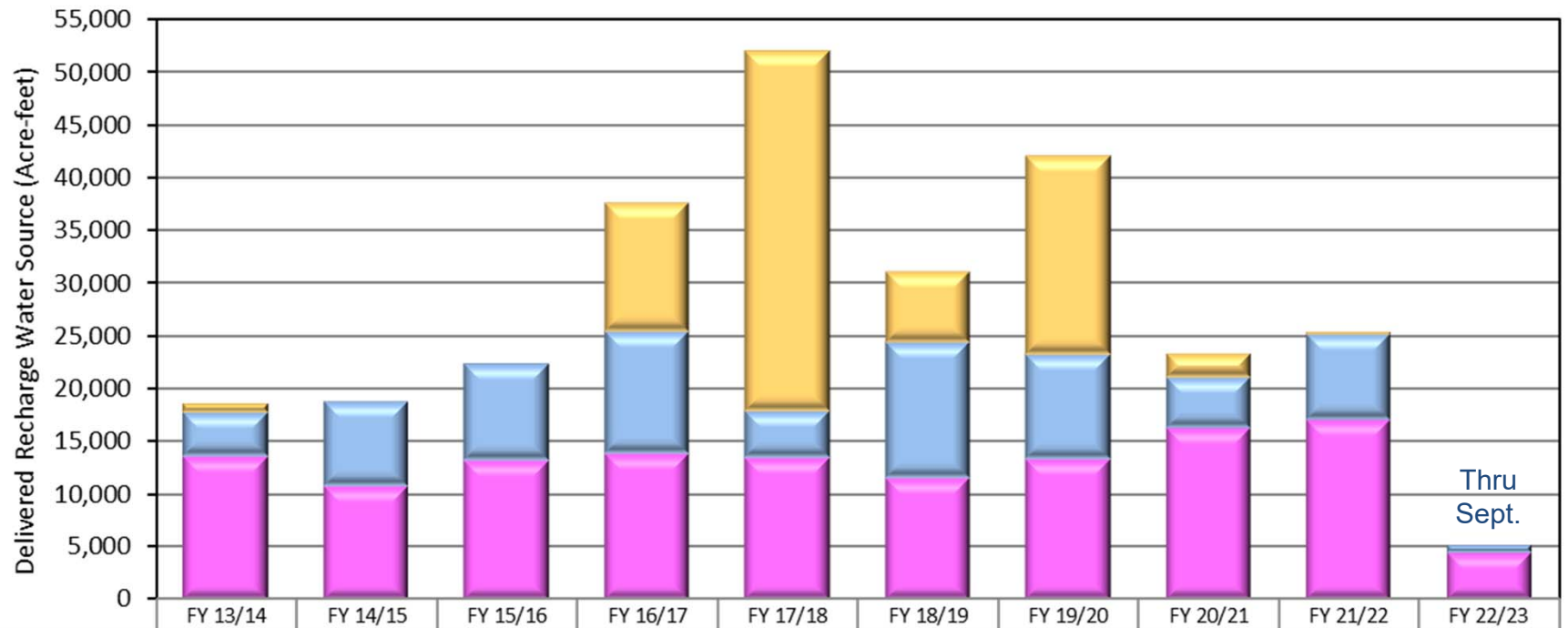
Stormwater Monthly Accumulation



Recycled Water Monthly Accumulation

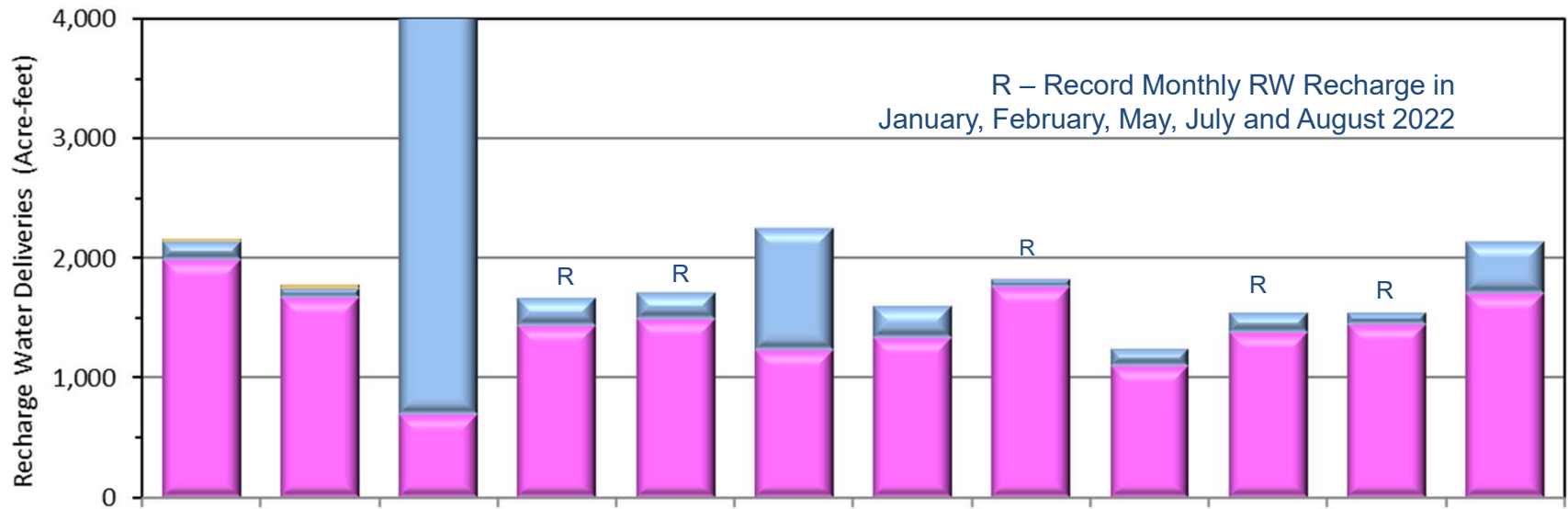


Groundwater Recharge 10-Year History



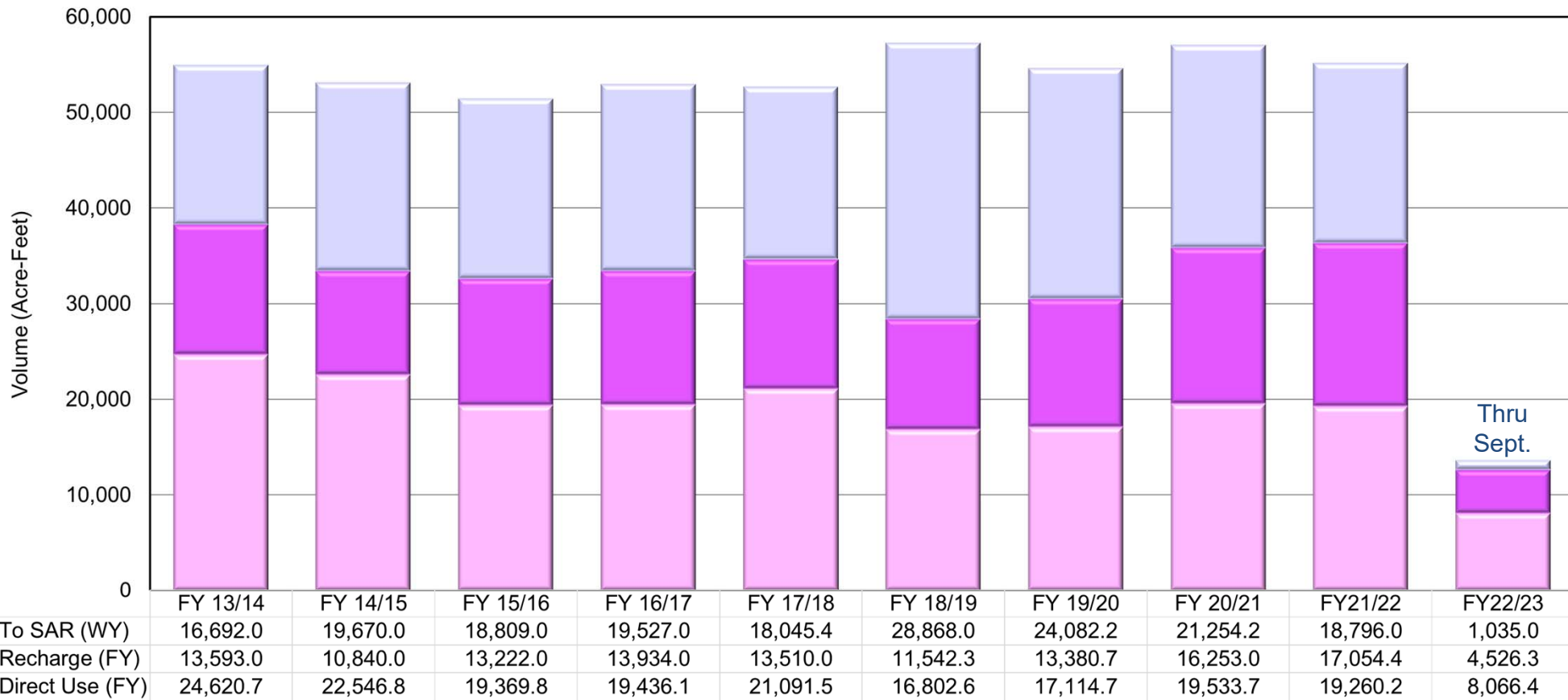
	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23
MWD and Other Imported Water	795.4	0.0	0.0	12,129.4	34,123.8	6,786.8	18,776.4	2,265.5	283.3	0.0
Stormwater and LR (excludes Non-Repl.)	4,299.0	7,996.0	9,233.0	11,574.0	4,494.0	12,861.0	9,966.8	4,910.8	8,110.9	700.3
Recycled Water	13,593.0	10,840.0	13,222.0	13,934.0	13,510.1	11,542.3	13,380.7	16,252.8	17,054.4	4,526.3

Groundwater Recharge Deliveries – Past 12 Months



	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022
■ MWD and other Imported Water	27.4	33.1	12.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
■ Stormwater and Local Runoff (excluding Non-Replenishment)	157.2	74.8	5,540.7	246.6	222.1	1,022.1	272.7	66.1	145.6	166.0	94.4	439.9
■ Recycled Water	1,978.9	1,673.2	685.6	1,426.3	1,491.7	1,231.6	1,327.2	1,761.7	1,091.2	1,379.8	1,448.3	1,698.2

Recycled Water Deliveries

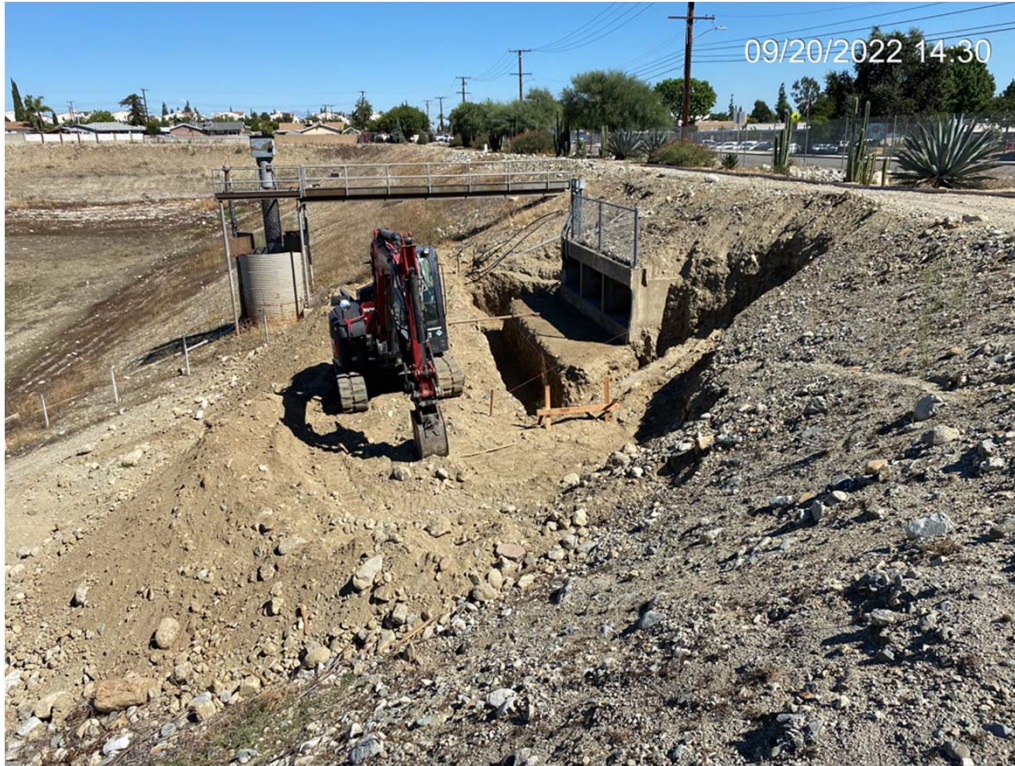


GWR Maintenance Activities

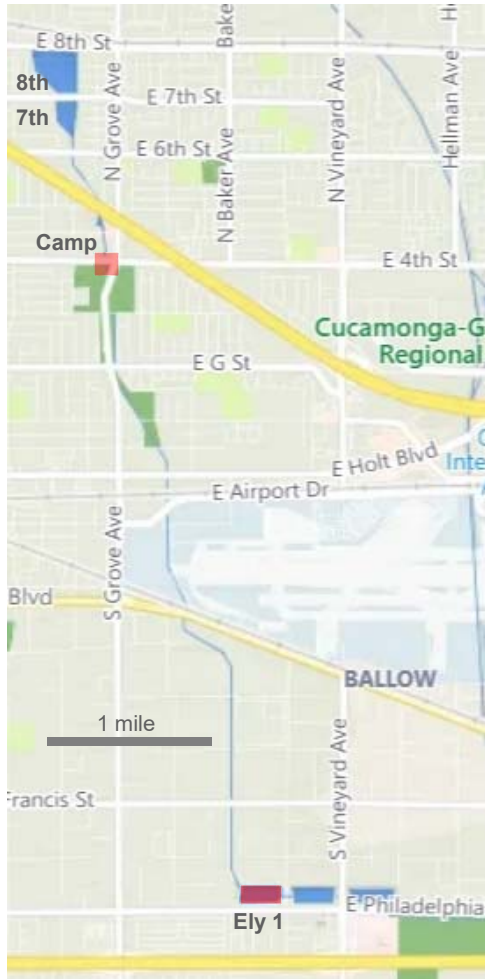
- RP-3 – Infiltration Restoration at Cell 3 (August)
- Banana Basin – Infiltration Restoration (August)
- Brooks Basin – Slope cleaning and new level transmitter (September)



Cooperative Repair Work at Montclair 2



Update on Recent Storm Incident at Ely Basin

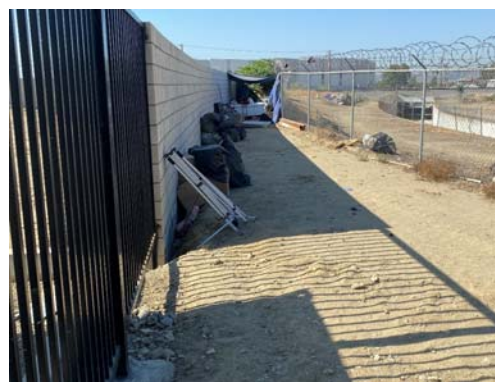


- Nov. 8 at 9:30 am, due to significant rain, five persons are swept in flood control channel and wash into Ely Basin
- Active Recovery Effort by Multiple Agencies Nov. 8 to 10
 - Two persons rescued
 - One deceased person recovered
- Passive Recovery Nov. 10 to 16
 - Nov. 14 morning, a second deceased person recovered
 - Nov. 16 morning, the third deceased person recovered
- IEUA staff coordinated access and communicated basin terrain to recovery personnel
- IEUA staff prepared cost and plan to pump out basin, pumping was not required



GWR Program – Increasing Challenges

- Trash Entering Basin
- Homeless Presence
- Environmental Compliance Changes
- Vandalism of Infrastructure
- Safety of Work Force
- Water Weed Mitigation



**INFORMATION
ITEM**

4B

Date: December 21, 2022

To: The Honorable Board of Directors

Committee: Finance & Administration

ADD
From: Shivaji Deshmukh, General Manager

12/14/22

Staff Contact: Kristine Day, Assistant General Manager

Subject: Fiscal Year 2022/23 First Quarter Budget Variance, Performance Updates, and Budget Transfers

Executive Summary:

The attached budget variance report presents the Agency's financial performance through the first quarter, ending September 30, 2022, and associated analyses provided in the attachments.

The total revenue collected during the first quarter was \$49.5 million, or 47.5 percent of the anticipated budget revenues for the quarter. This variance represents the timing of property tax receipts which commence collection in November of each fiscal year and lower reimbursements from grant and loans due to decreased capital project expenditures during the quarter.

The total expenses in the first quarter were \$57.2 million, or 53.8 percent of the anticipated budget expenses for the quarter. This variance represents lower than budgeted administrative and operating expenses and capital project expenditures.

The net change of the unaudited total revenues over the total expenses for the quarter ending September 30, 2022 is an estimated decrease of \$7.7 million.

Staff's Recommendation:

The Fiscal Year (FY) 2022/23 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 \$7.7 million for the quarter ended September 30, 2022.

Prior Board Action:

On September 21, 2022 the Board of Directors received the Fiscal Year 2021/22 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 Fourth 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 2022/23 First Quarter Budget Variance, Performance Goal Updates, and Budget Transfers

The Budget Variance report presents the Agency's financial performance through the first quarter ending September 30, 2022, and includes the following highlights:

TOTAL REVENUES AND OTHER FUNDING SOURCES

Overall, the Agency's total revenue collected during the first quarter was \$49.5 million, or 47.5 percent of the anticipated budget revenues for the quarter (Exhibit A). The following section highlights key variances:

- **User Charges** – Total user charges were \$25.1 million or 100.9 percent of the budget. The category includes monthly sewer charges based on equivalent dwelling units (EDU) of \$19.9 million, \$2.8 million of non-reclaimable wastewater fees paid by industrial and commercial users connected to the Agency's brine line system, and \$2.4 million of monthly meter equivalent unit charges (MEU) imposed on all potable water connections and Readiness-to-Serve passthrough charges to meet our Readiness-to-Serve obligation to Metropolitan Water District (MWD).
- **Recycled Water Sales** – Total recycled water direct sales were \$4.2 million for 8,066-acre feet (AF) and groundwater recharge sales were \$2.6 million for 4,526-acre feet (AF), for a combined total of \$6.8 million and 12,592 AF. Total deliveries of 32,000 AF (17,000 AF Direct and 15,000 AF Recharge) are budgeted for the fiscal year. Sales demand for direct use and groundwater recharge varies depending on weather patterns, water use conservation efforts, reuse supply, and basin availability.
- **MWD Water Sales** – Total Metropolitan Water District of Southern California (MWD) sale of pass-through imported water was \$10.8 million or 86.8 percent of the budget. Imported water deliveries were 13,432 AF compared to the annual budget of 60,000 AF. The variance can be attributed to the drought and imposed mandatory water restrictions set by MWD to conserve water.
- **Connection Fees** – Total connection fee receipts of \$3.7 million were 37.7 percent of the budget. Receipts include \$2.9 million for new regional wastewater system connections and \$0.8 million for new water connections. The number of new wastewater connections reported in the first quarter ending in September were 387 equivalent dwellings unit (EDU) compared to the annual budget of 4,000. The total number of new water connections were 604 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 began in November 2022 as the collection of the first installment from property owners was 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, home sales, and anticipated adjustments in property tax distribution due to the dissolution of the redevelopment agencies

- ***Grants & Loans*** – Grants and loans invoiced through the end of the first quarter totaled \$0.3 million. Grant receipts of two hundred fifty thousand dollars included receipts for RMPU projects in the Recharge Water fund and reimbursements for the Chino Basin Program. SRF loan receipts were forty thousand dollars for the Wineville/Jurupa/RP-3 Improvement RMPU project. Grant and loans invoiced are primarily reimbursable in nature and as such are dependent upon related capital project expenditures. Annual budgeted grants of \$16.2 million include \$6.1 million for various projects in the Regional Wastewater Operations fund, \$5.0 million for Chino Basin Program projects, \$4.6 million for Recharge Master Plan Update projects, and \$0.5 million for Recycled Water projects. State Revolving Fund (SRF) loan proceeds annual budget of \$56.1 million includes \$51.5 million for the RP-5 Expansion and various other wastewater projects, and \$4.6 million for Recharge Master Plan Update projects in the Recharge Water Fund.
- ***Cost Reimbursements*** – Total cost reimbursements of \$1.5 million, or 85.2 percent of the budget were received through the end of 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 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.

TOTAL EXPENSES AND USES OF FUND

The Agency's total expenses in the first quarter were \$57.2 million, or 53.8 percent of the anticipated budget expenses for the quarter. Key expense variances include:

Administrative and Operating Expenses

- ***Employment*** – Employment expenses were \$13.5 million or 95.2 percent of the budget. Current recruitment efforts to fill key positions have resulted in increased internal promotional opportunities for staff creating vacancies for the positions they have left behind. Continued recruitment of the key positions from Agency's succession plan is expected to net a lower vacancy factor going forward. The budget includes \$7.5 million of payment towards additional unfunded retirement liabilities with actuals of \$2.0 million through September.
- ***Office and Administration*** – Total expenses through the end of fiscal year were \$0.3 million or 51.1 percent of the budget. The positive variance is due in part to the continued hybrid/remote work schedules not requiring the use of as many office supplies and limited travel for training, seminars, and conferences during the first quarter. Also contributing the variance is the inclusion of \$221 thousand of GM contingency budget that serves as a

funding source for unexpected operating expense and was only partially utilized in the first quarter.

- ***Professional Fees & Services*** – Total expenses were \$1.2 million or 26.9 percent of the budget. The positive variance can be attributed to market and supply challenges and the timing of contracts and services that are anticipated in future quarters, such as contractor and consultant support for project management, building upgrades, instrumentation servicing, and administrative services.
- ***O&M (Non-capital) and Reimbursable Projects*** – The combined O&M and reimbursable project costs were \$1.2 million or 22.5 percent of the combined budget. The positive variance is due to lower spending for conservation projects, emergency, and other miscellaneous on call projects. Material delays, timeline extensions, and field coordination delays also contributed to the positive variance.
- ***Operating Fees*** – Total expenses were \$1.9 million or 54.5 percent of the 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) pass-through imported water purchased was \$10.8 million or 86.8 percent of the budget. Imported water deliveries were 13,432 AF compared to the annual budget of 60,000 AF. The variance can be attributed to the drought conditions and mandatory water restrictions imposed by MWD to conserve water.
- ***Utilities*** – Total utilities expenses were \$2.9 million or 81.3 percent of the 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 \$0.147/kWh - \$0.170/kWh compared to the budgeted rate of \$0.176/kWh. Also contributing to the favorable variance was lower consumption of natural gas, water, and disposal services.

Non-Operating Expenses

- ***Capital Projects*** – Total capital project expenditures were \$17.9 million or 34.3 percent of the budget. The variance can be attributed to design and construction delays, equipment procurement and delivery delays, and project scope changes. Capital project budget related to the Regional Wastewater program was \$158.0 million, or 76 percent of the \$208.8 million annual project budget.
- ***Financial Expenses*** - Total financial expenses were \$3.6 million or 75.4 percent of budget through the end of the first quarter. Actual costs include \$2.0 million of principal payments for various State Revolving Fund loans. Total interest and financial administrative fees were \$1.6 million.

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 \$7.7 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, 2022

Operating	FY 2022/23 YTD Budget	First Quarter Actual	% YTD Budget Used
Operating Revenue	\$44.5	\$44.8	100.8%
Operating Expense	(\$49.2)	(\$35.3)	71.7%
Net Operating Increase/(Decrease)	(\$4.7)	\$9.5	

Non- Operating	FY 2022/23 YTD Budget	First Quarter Actual	% YTD Budget Used
Non-Operating Revenue	\$59.6	\$4.7	7.8%
Non-Operating Expense	(\$57.1)	(\$21.9)	38.4%
Net Non-Operating Incr./(Decrease)	\$2.5	(\$17.2)	

Total Sources of Funds	\$104.1	\$49.5	47.5%
Total Uses of Funds	(\$106.3)	(\$57.2)	53.8%
Total Net Increase/(Decrease)	(\$2.2)	(\$7.7)	

+/- 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 \$364,384 were recorded in 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. \$28,900 of GM Contingency Account funds were utilized through the first quarter as detailed in Exhibit C-2.

Inter-fund Capital and O&M project budget transfers accounted for \$1.3 million 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, 2022, total revenues and other funding sources were lower than expenses and other uses of funds by \$7.7 million.

INLAND EMPIRE UTILITIES AGENCY
Fiscal Year 2022/23
CONSOLIDATED BUDGET VARIANCE ANALYSIS REPORT
Quarter Ended September 30, 2022

	Amended Budget	Budget YTD	Actual YTD	Variance YTD	% Budget YTD Used	% Annual Budget Used
<u>OPERATING REVENUES</u>						
User Charges	\$99,477,897	\$24,869,474	\$25,086,923	\$217,448	100.9%	25.2%
Recycled Water	17,610,000	4,402,500	6,748,831	2,346,331	153.3%	38.3%
MWD Water Sales	49,956,000	12,489,000	10,845,426	(1,643,574)	86.8%	21.7%
MWD LPP Rebates	-	-	-	-	#DIV/0!	#DIV/0!
Cost Reimbursement from JPA	7,154,713	1,788,678	1,523,750	(264,928)	85.2%	21.3%
Interest Revenue	3,699,063	924,766	617,912	(306,853)	66.8%	16.7%
TOTAL OPERATING REVENUES	\$177,897,673	\$44,474,418	\$44,822,842	\$348,424	100.8%	25.2%
<u>NON-OPERATING REVENUES</u>						
Property Tax	\$74,018,000	\$18,504,500	\$0	(\$18,504,500)	0.0%	0.0%
Connection Fees	39,052,365	9,763,091	3,679,966	(6,083,125)	37.7%	9.4%
Grants	16,248,545	4,062,136	247,311	(3,814,825)	6.1%	1.5%
Debt Proceeds	107,120,000	26,780,000	40,000	(26,740,000)	0.1%	0.0%
Project Reimbursements	1,648,413	412,103	540,702	128,598	131.2%	32.8%
Other Revenue	388,000	97,000	165,373	68,373	170.5%	42.6%
TOTAL NON OPERATING REVENUES	\$238,475,323	\$59,618,831	\$4,673,352	(\$54,945,479)	7.8%	2.0%
TOTAL REVENUES	\$416,372,996	\$104,093,249	\$49,496,194	(\$54,597,055)	47.5%	11.9%
<u>ADMINISTRATIVE and OPERATING EXPENSES</u>						
EMPLOYMENT EXPENSES						
Wages	\$29,290,234	\$7,322,559	\$8,731,560	(\$1,409,001)	119.2%	29.8%
Benefits	27,491,261	6,872,815	4,781,904	2,090,912	69.6%	17.4%
TOTAL EMPLOYMENT EXPENSES	\$56,781,495	\$14,195,374	\$13,513,464	\$681,911	95.2%	23.8%
ADMINISTRATIVE EXPENSES						
Office & Administrative	\$2,701,998	\$675,499	\$345,368	\$330,133	51.1%	12.8%
Insurance Expenses	1,753,705	438,426	421,903	16,524	96.2%	24.1%
Professional Fees & Services	18,125,083	4,531,271	1,220,850	3,310,420	26.9%	6.7%
O&M Projects	20,364,947	5,091,237	1,092,682	3,998,555	21.5%	5.4%
Reimbursable Projects	933,875	233,469	105,695	127,774	45.3%	11.3%
TOTAL ADMINISTRATIVE EXPENSES	\$43,879,608	\$10,969,903	\$3,186,498	\$7,783,406	29.0%	7.3%

INLAND EMPIRE UTILITIES AGENCY
Fiscal Year 2022/23
CONSOLIDATED BUDGET VARIANCE ANALYSIS REPORT
Quarter Ended September 30, 2022

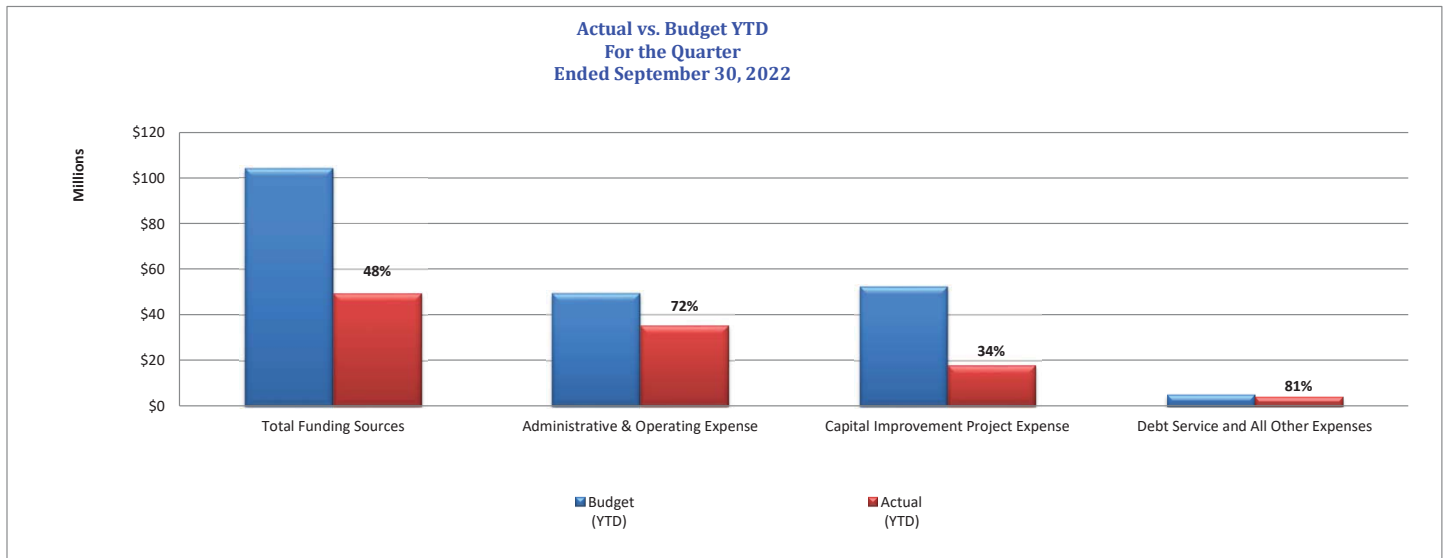
	Amended Budget	Budget YTD	Actual YTD	Variance YTD	% Budget YTD Used	% Annual Budget Used
OPERATING EXPENSES						
Material & Supplies/Leases	\$3,956,992	\$989,248	\$569,262	\$419,986	57.5%	14.4%
Biosolids Recycling	4,933,925	1,233,481	783,442	450,039	63.5%	15.9%
Chemicals	9,037,337	2,259,334	1,555,374	703,960	68.8%	17.2%
MWD Water Purchases	49,956,000	12,489,000	10,845,426	1,643,574	86.8%	21.7%
Operating Fees/RTS Fees/Exp. Alloc.	13,933,015	3,483,254	1,897,501	1,585,753	54.5%	13.6%
Utilities	14,405,030	3,601,257	2,928,896	672,362	81.3%	20.3%
TOTAL OPERATING EXPENSES	\$96,222,298	\$24,055,574	\$18,579,901	\$5,475,674	77.2%	19.3%
TOTAL ADMINISTRATIVE and OPERATING EXPENSES	\$196,883,401	\$49,220,851	\$35,279,863	\$13,940,991	71.7%	17.9%
CAPITAL OUTLAY	\$208,842,551	\$52,210,638	\$17,923,392	\$34,287,246	34.3%	8.6%
FINANCIAL EXPENSES						
Principal, Interest and Financial Expenditures	19,241,864	4,810,466	3,627,685	1,182,781	75.4%	18.9%
OTHER NON-OPERATING EXPENSES	352,050	88,013	351,449	(263,436)	399.3%	99.8%
TOTAL NON-OPERATING EXPENSES	\$228,436,465	\$57,109,116	\$21,902,526	\$35,206,591	38.4%	9.6%
TOTAL EXPENSES	\$425,319,866	\$106,329,968	\$57,182,389	\$49,147,582	53.8%	13.4%
NET INCREASE/(DECREASE)	(\$8,946,870)	(\$2,236,719)	(\$7,686,196)	(\$5,449,476)		

Totals may not add up due to rounding

I. Actual vs. Budget Summary:

Quarter Ended September 30, 2022

	Adopted Annual Budget	Amended Budget	Budget (YTD)	Actual (YTD)	Budget YTD vs. Actual	% of Budget Used YTD
Operating Revenues	\$177,897,673	\$177,897,673	\$44,474,418	\$44,822,842	\$348,424	100.8%
Non-Operating (Other Sources of Fund)	238,475,323	238,475,323	59,618,831	4,673,352	(54,945,479)	7.8%
TOTAL FUNDING SOURCES	416,372,996	416,372,996	104,093,249	49,496,194	(54,597,055)	47.5%
Administrative & Operating Expense	(181,401,779)	(196,883,401)	(49,220,851)	(35,279,863)	13,940,988	71.7%
Capital Improvement Project Expense	(201,575,467)	(208,842,551)	(52,210,638)	(17,923,392)	34,287,246	34.3%
Debt Service and All Other Expenses	(22,033,057)	(19,593,914)	(4,898,479)	(3,979,134)	919,345	81.2%
TOTAL USES OF FUNDS	(405,010,303)	(425,319,866)	(106,329,968)	(57,182,389)	49,147,579	53.8%
Net Increase/(Decrease)	\$11,362,693	(\$8,946,870)	(\$2,236,719)	(\$7,686,195)	(\$5,449,476)	



2. Actual Revenue vs. Budget:

Quarter Ended September 30, 2022

	Adopted Annual Budget	Amended Budget	Budget (YTD)	Actual (YTD)	Budget YTD vs. Actual	% of Budget Used YTD
Operating Revenues:						
User Charges	\$99,477,897	\$99,477,897	\$24,869,474	\$25,086,923	\$217,449	100.9%
Recycled Water Sales	17,610,000	17,610,000	4,402,500	6,748,831	\$2,346,331	153.3%
MWD Water Sales	49,956,000	49,956,000	12,489,000	10,845,426	(\$1,643,574)	86.8%
Cost Reimbursement	7,154,713	7,154,713	1,788,678	1,523,750	(\$264,928)	85.2%
Interest	3,699,063	3,699,063	924,766	617,912	(\$306,854)	66.8%
OPERATING REVENUES	177,897,673	177,897,673	44,474,418	44,822,842	348,424	100.8%
Non-Operating Revenues:						
Property Tax - Debt, Capital, Reserves	\$74,018,000	\$74,018,000	\$18,504,500	\$0	(\$18,504,500)	0.0%
Connection Fees	39,052,365	39,052,365	9,763,091	3,679,966	(\$6,083,125)	37.7%
Grants & Loans	123,368,545	123,368,545	30,842,136	287,311	(\$30,554,825)	0.9%
Other Revenue	2,036,413	2,036,413	509,104	706,075	\$196,971	138.7%
NON-OPERATING REVENUES	238,475,323	238,475,323	59,618,831	4,673,352	(\$4,945,479)	7.8%
Total Revenues	\$416,372,996	\$416,372,996	\$104,093,249	\$49,496,194	(\$54,597,055)	47.5%

User Charges, 100.9%	Total user charges were \$25.1 million, or 100.9 percent of the budget. The category includes monthly sewer charges based on equivalent dwelling units (EDU) of \$19.9 million, \$2.8 million non-reclaimable wastewater fees paid by industrial and commercial users connected to the brine line system, and \$2.4 million of monthly meter equivalent unit charges (MEU) imposed on all potable water connections, and Readiness-to-Serve passthrough 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 2022 as the collection of the first installment from property owners will be due to the county November 1. Payment and "pass through" of incremental Redevelopment Agencies (RDA) tax receipts are due from the county in January and June 2023. Property tax receipts are budgeted based on valuations 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, 153.3%	Total Recycled water direct sales were \$4.2 million for 8,066 acre feet (AF) and groundwater recharge sales were \$2.6 million for 4,526 acre feet (AF), for a combined total of \$6.7 million and 12,592 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, 66.8%	Interest Income was \$0.6 million or 66.8 percent through first quarter. The Agency earns interest income by investing funds not immediately required for daily operations. The Agency's average portfolio yield for September 2022 was 1.077%. The budgeted interest rate assumption for FY 2022/23 is 1.75% based on the Agency's overall fund balance which is higher than that of the agency's investment portfolio.
MWD Water Sales, 86.8%	Total Metropolitan Water District of Southern California (MWD) sale of pass-through imported water was \$10.8 million or 86.8 percent of the budget. Imported water deliveries were 13,432 AF compared to the annual budgeted quantity of 60,000 AF. The variance can be attributed to the drought and imposed mandatory water restrictions set by MWD to conserve water.
Connection Fees, 37.7%	Total connection fee receipts of \$3.7 million or 37.7 percent of the budget. Receipts include \$2.9 million for new regional wastewater system connections and \$0.8 million for new water connections. The number of new wastewater connections reported through September were 387 equivalent dwellings unit (EDU) compared to the annual budget of 4,000. The total number of new water connections were 604 meter equivalent dwelling units (MEU) compared to the budgeted 4,700.
Grants and Loans, 0.9%	Grant and loans invoiced through first quarter totaled \$0.3 million dollars. Grant receipts of two hundred fifty thousand dollars included receipts for RMPU projects in the Recharge Water fund and the Chino Basin Program. SRF loans invoiced included forty thousand dollars for the Wineville/Jurupa/RP-3 Improvement RMPU project. Grant and loans are primarily reimbursable in nature and as such are dependent upon related capital project expenditures. Annual budgeted grants of \$16.2 million include \$6.1 million for various projects in the Regional Wastewater Operations fund, \$4.6 million for Recharge Master Plan Update projects, \$5.0 million for the Chino Basin Program projects, and \$0.5 million for Recycled Water projects. State Revolving Fund (SRF) loan proceeds annual budget of \$56.1 million includes \$51.5 million for the RP-5 Expansion and various other wastewater projects, and \$4.6 million for Recharge Master Plan Update projects in the Recharge Water Fund.
Cost Reimbursements JPA, 85.2%	Total cost reimbursements of \$1.5 million or 85.2 percent of the budget were received through 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, 138.7%	Total other revenues and project reimbursements were \$0.7 million, or 138.7 percent of budget. Actual receipts include of \$0.5 million from Chino Basin Waster Master(CBWM) for it's share of the 2020A bond debt service and fixed project costs, \$0.2 million for lease revenue, other fees, and miscellaneous reimbursements.

3. Actual Operating and Capital Expense vs. Budget:

Quarter Ended September 30, 2022

	Adopted Annual Budget	Amended Budget	Budget (YTD)	Actual (YTD)	Budget YTD vs. Actual	% of Budget Used YTD
Operating Expenses:						
Employment	\$56,781,495	\$56,781,495	\$14,195,374	\$13,513,464	\$681,910	95.2%
Admin & Operating	74,664,284	90,145,906	22,536,477	10,920,973	\$11,615,504	48.5%
MWD Water Purchases	49,956,000	49,956,000	12,489,000	10,845,426	\$1,643,574	86.8%
OPERATING EXPENSES	\$181,401,779	\$196,883,401	\$49,220,851	\$35,279,863	\$13,940,988	71.7%
Non-Operating Expenses:						
Capital	201,575,467	208,842,551	52,210,638	17,923,392	\$34,287,245	34.3%
Debt Service and All Other Expenses	22,033,057	19,593,914	4,898,479	3,979,134	\$919,345	81.2%
NON-OPERATING EXPENSES	\$223,608,524	\$228,436,465	\$57,109,117	\$21,902,526	\$35,206,590	38.4%
Total Expenses	\$405,010,303	\$425,319,866	\$106,329,968	\$57,182,389	\$49,147,578	53.8%

Employment Expenses net of allocation to projects **Employment, 95.2%**
Employment expenses were \$13.5 million or 95.2 percent of the budget. At the end of the first quarter, total filled regular positions were 268 and 11 limited term positions compared to the 312 authorized positions (302 FTE and 10 LT positions). Recruitment efforts continue to focus on filling key positions and a lower vacancy factor is expected going forward. The budget includes \$7.5 million of payment towards unfunded retirement liabilities with actuals of \$2.0 million through September.

Administrative & Operating Expenses **Office and Administrative, 51.1%**
Total expenses through first quarter were \$0.3 million or 51.1 percent of the budget. The favorable variance is due in part to the continued hybrid/remote work schedules not requiring the use of as many office supplies and limited travel for training, seminars, and conferences during the first quarter. Also contributing the variance is the inclusion of \$221 thousand of GM contingency budget that serves as a funding source for unexpected operating expense, and was only partially utilized in the first quarter.

Professional Fees & Services, 26.9%
Total expenses were \$1.2 million, or 26.9 percent of the year to date budget. The positive variance can be attributed to market and supply challenges and the timing of contracts and services that are anticipated in future quarters, such as contractor and consultant support for project management, building upgrades, instrumentation servicing, and administrative services.

Materials & Supplies/Leases/Contribution, 57.5%
Expenses through the of the first quarter were \$0.6 million or 57.5 percent of the year to date budget. Category budget includes costs for items such as maintenance parts and consumables, replacements parts for electrical devices, control panels, valves, motors, and clarifier panel replacements.

Biosolids Recycling, 63.5%
Biosolids expenses through the end of the first quarter were \$0.8 million or 63.5 percent of the year to date budget. Total shipped to IERCA was 18,117 tons with a hauling rate of \$59 per ton. The biosolids budget includes costs for hauling and disposal of biosolids and non-biological materials. Tonnage of the Agency's biosolids generated from all its water recycling facilities.

Chemicals, 68.8%
Chemical expenses were \$1.6 million, or 68.8 percent of the budget. Chemicals are essential in meeting regulatory requirements, treatment process performance goals, and sustainment of high quality recycled water.

MWD Water Purchases, 86.8%
Total Metropolitan Water District of Southern California (MWD) pass-through imported water purchased was \$10.8 million or 86.8 percent of the budget. Imported water deliveries were 13,432 AF compared to the annual budgeted quantity of 60,000 AF. The variance can be attributed to the drought conditions and mandatory water restrictions imposed by MWD to conserve water.

Operating Fees, 54.5%
Total expenses were \$1.9 million or 54.5 percent of the 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, 81.3%
Total utilities expenses were \$2.9 million or 81.3 percent of the 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 first quarter, the average rate for imported electricity ranged between \$0.147/kWh - \$0.170/kWh compared to the average budgeted rate of \$0.176/kWh. Also contributing to the variance was lower consumption of natural gas, water, and disposal services.

O&M and Reimbursable Projects, 21.5% and 45.3%
The combined O&M and reimbursable project costs were \$1.2 million or 22.5 percent of the combined budget. The favorable budget is mainly due to lower spending for conservation projects, emergency, and other miscellaneous on call projects. Material delays, timeline extensions, and field coordination delays also contributed to the positive variance.

Financial Expenses	Financial Expense, 75.4% Total financial expenses were \$3.6 million or 75.4 percent of budget through the end of the first quarter. Actual costs include \$2.0 million of principal payments for various State Revolving Fund loans. Total interest and financial administration fees were \$1.6 million.
Other Expenses	Other Expenses, 399.3% Total other expenses were \$0.3 million or 399.3 percent of the year to date budget. The category expense includes the annual contribution-in-aid to the Santa Ana Watershed Project Authority and other miscellaneous expense.
Capital Expenses	Capital Costs, 34.3% Total capital project expenditures were \$17.9 million or 34.3 percent of the year to date budget. The favorable variance can be attributed to design and construction delays, equipment procurement and delivery delays, and project scope changes. Capital project budget related to the Regional Wastewater program is \$158.0 million, or 76 percent of the \$208.8 million annual project budget.

Summary of major capital and non-capital project expenses and status as of September 30, 2022

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 ongoing. Completed all digester roofs and digester building roof. Completed the Thickening Building second floor walls. Dewatering Building block wall installation almost complete, 85% complete. Started installation of Boiler Building Block walls, 50% complete.	67,000,000	6,888,037	10.3%
EN19001	RP-5 Expansion to 31 mgd Design of the offsite pump stations and Radio Tower is ongoing. Influent Pump Station walls completed and completed deck slab. Membrane Bioreactor Phase 1 installing mechanical piping, 70% complete. Power Center 4, 6, and 9 continued installing electrical equipment and interior building systems. Installing center columns on both Primary Clarifiers. Completed concrete structure on the Fine Screens facility and installed the conveyor support structure. Continued the Title 22 Engineering Report for the permit changes based on the Membrane Bioreactor system.	40,000,000	5,877,549	14.7%
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 considered for yield enhancement are: SCI, Wineville, Jurupa, RP3, Victoria, Turner, Ely, and Montclair basins. The Victoria basin is fully completed. Wineville, Jurupa, and RP3 improvements are in construction with a scheduled completion of December 2023, and Montclair is scheduled for construction bid in December 2022 and construction completion of December 2023.	13,246,410	1,971,408	14.9%
EN17006	CCWRF Asset Management and Improvements Project will provide process improvements to the preliminary, primary, and secondary treatments including the replacements of the existing headworks, the odor control system, and the aeration blowers.	9,000,000	55,624	0.6%
EN11039	RP-1 Disinfection Pump Improvements The project will evaluate and replace the pumps with a more durable system. It will also provide an automatic stand-by pump at each delivery points. The RP-1 Disinfection Project is in construction. Specifically, the contractor is currently installing a new parking lot east of the sedimentation basin and in November 2022 will begin excavation and utility relocation required to start the construction of the new sodium hypochlorite facility and flash mix pump station. Construction is anticipated to continue through the end of 2023.	8,270,000	532,208	6.4%
O&M & Reimbursable Projects		Annual Budget	Actual YTD	% of Budget Used YTD
EN16021	TCE Plume Cleanup The Project is a remedial solution to the South Archibald TCE plume by strengthen CDA's groundwater supply infrastructure to capture and treat the contamination. Design and construction of the project are completed. IEUA and CDA are currently coordinating on the next steps to meet ongoing progress reports for Prop 68 & Prop 1 funding. Also, IEUA and CDA are evaluating the need of additional monitoring wells. IEUA is working with West Yost to perform a particle analysis to model groundwater flows to determine the need of constructing additional monitoring wells. This task is scheduled to be completed by March 2024.	1,985,700	649	0.0%
PA22002	Agency-Wide Coatings Most of the Agency's process piping is aging and requires periodic rehab or repairs. This project will ensure coating and painting for each facility is properly maintained. Regional Plant 1 Coating and Painting is currently 20 percent complete, the project is estimated to be complete December 2022.	1,118,485	(18,240)	-1.6%
PA22003	Agency Wide Paving Most of the Agency's paved areas are aging and require periodic rehab or repairs. This project will ensure paving for each facility is properly maintained. The project will be complete in October 2022 and will be in the final close out phase, with final invoicing and close out documentation to be completed during the second quarter of fiscal year 2023.	645,620	28,553	4.4%
PA17006	Agency Wide Aeration Replacement of aeration panels for each aeration basins/trains at the RP1, RP4, CCWRF, and RP5. The project budget will be available to support improvements in the Aeration Basins at all of our treatment facilities. Funds will be utilized as opportunities arise.	583,910	2,999	0.5%

Business Goals & Objectives Report

Exhibit B

Division(s): ALL DIVISIONS
Report Month: September 2022

Print Date: 11/9/2022

Goal ID	Reporting Frequency	Business Goal	Work Plan	Department Goal	Time Line	KPI	Assigned To	Note Month	Status	Notes
Agency Management										
<u>Agency Management</u>										
778	Quarterly	Business Practices	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	Records Management Supervisor	September	On Schedule	Updating of policies A-10 and A-72 on hold until agency-wide review of all policies has been completed. New draft policies on E-mail Managed Folders and a Social Media Policy have been prepared.
706	Quarterly	Workplace Environment	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)	Board Secretary	September	On Schedule	Board Services staff participated in various training opportunities provided by IEUA, ACWA, CSDA and Liebert, Cassidy, and Whitmore.
707	Quarterly	Workplace Environment	Ensure open, timely and transparent governance	Implement Agency-wide agenda management system for Committee and Board meetings	1st Quarter FY 2022/23	Implement agenda management system and partner with Agency departments to learn and utilize the new system	Board Secretary	September	On Schedule	Staff is currently implementing the Granicus Peak Agenda system. Training and introduction of the new system is expected to begin in the 2nd Quarter.
708	Quarterly	Workplace Environment	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 2022/23	Implement electronic filing system approved by the FPPC to utilize paperless solution for filers in positions designated to file Form 700s under the Agency's Conflict of Interest Code	Board Secretary	September	On Schedule	The Form 700 Electronic Filing System is currently in the implementation phase. The new system will be in place for the next annual filing period beginning in January 2023.
775	Quarterly	Workplace Environment	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	Records Management Supervisor	September	On Schedule	Records management continued its Mandatory Training for New Hires to train them how to identify and manage their department records. Continued training for all agency employees on the use of the Laserfiche system. 77 employees were trained for Q1.
776	Quarterly	Workplace Environment	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	Records Management Supervisor	September	On Schedule	Electronic records management compliance began this fiscal year with all 22 departments uploading their electronic records per the compliance regulation into the Laserfiche system. Three departments continue to upload department specific records into Laserfiche including Engineering, CAP and Safety.
<u>External Affairs</u>										
756	Quarterly	Business Practices	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	Communications Officer	September	On Schedule	The EA team has continued to work towards increasing our use of social media following and build our online presence through Instagram, Facebook, Twitter, LinkedIn, Nextdoor and YouTube. Staff has also continued to update both our education blogs, education newsletter, the e-Basin and our internal newsletter, The Wave. The team has been consistent in posting on the social media channels multiple times a week; featuring educational materials, water-wise tips, providing updates to stakeholders and highlighting both IEUA and staff accomplishments whenever possible. The team continues to work with customer agencies when appropriate; assisting with creating content on water-wise practices through the Time is Now campaign and participating in joint posts on social media when possible.

Business Goals & Objectives Report

Exhibit B

Division(s): ALL DIVISIONS
Report Month: September 2022

Print Date: 11/9/2022

Goal ID	Reporting Frequency	Business Goal	Work Plan	Department Goal	Time Line	KPI	Assigned To	Note Month	Status	Notes
<u>External Affairs (Continued)</u>										
752	Quarterly	Workplace Environment	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	Communications Officer	September	On Schedule	The EA team continues to utilize our multiple social media channels to promote the agency's accomplishments and awards, as well as recognizing staff whenever possible and appropriate. Employee Recognition posts: Highlight the efforts and achievements of Agency staff. Ranges from individual employees to full departments, divisions, units, etc. Each post is a representation of how the individual(s) contribute to fulfilling the overall mission and vision of the Agency. Total posts: approx. 40 Agency Award posts: Highlight the achievements, milestones, awards, certifications, etc. received on behalf of the Agency and/or for specific individuals or groups. Posts may highlight the individual press release sent out regarding the award or a general overview of information on the award received and awarding organization. Total posts: approx. 8
<u>Grants Administration</u>										
759	Quarterly	Fiscal Responsibility	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	Manager of Grants	September	On Schedule	The Grants Department is currently preparing applications for the State Revolving Fund loan program to finance the City of Rialto Recycled Water Intertie as well as the FEMA Building Resilient Infrastructure in Communities grant for the same project. The Department is also in discussions with two funding agencies (Santa Ana Watershed Project Authority and the California Department of Parks and Recreation) regarding submitted grant applications that are pending funding awards.
<u>Human Resources</u>										
716	Quarterly	Business Practices	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	Director of Human Resources	September	On Schedule	On schedule. Preparing to notice bargaining units.
854	Quarterly	Business Practices	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.	Director of Human Resources	September	On Schedule	On schedule. Preparing to notice bargaining units.
712	Quarterly	Workplace Environment	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	Director of Human Resources	September	On Schedule	The Operations/Engineering Rotation program is currently being utilized with one staff member assigned to the rotation. Participation in IEWorks and regional engagements, meetings, events, and fairs continues.
848	Semi-Annual	Workplace Environment	Safety and wellness of employees and the communities we serve.	Assess employee benefit programs	Complete by June 30, 2023	Create and distribute an employee benefits survey.	Director of Human Resources	September	On Schedule	This is completed.

Business Goals & Objectives Report

Exhibit B

Division(s): ALL DIVISIONS
Report Month: September 2022

Print Date: 11/9/2022

Goal ID	Reporting Frequency	Business Goal	Work Plan	Department Goal	Time Line	KPI	Assigned To	Note Month	Status	Notes
Human Resources (Continued)										
849	Semi-Annual	Workplace Environment	Evaluation of staffing levels to appropriately support the Agency's Mission, Goals, and Objectives	Automate Human Resources processes to create the efficiencies needed to support Agency staffing initiatives.	Complete by June 30, 2023	Implement the NEOGOV Onboard module. Streamline employment application review process. Implement electronic employment verification. Transition facilities access function out of Human Resources. Implement a Learning Management System.	Director of Human Resources	September	On Schedule	Onboard is implemented, but not yet connected to SAP. Implemented the use of knock out questions. Might be able to tailor the supplemental questions to streamline more. Started meeting with hiring managers, to talk about desirable qualifications and adding those to knock out the less qualified candidates to help cut down on the app review for Hiring Managers. SkillSurvey – Contract Secured. We plan on using this for new recruitments moving forward but have not had a recruitment to use it for as of yet. We are in test phase for electronic employment verifications. On schedule for electronic performance evaluations. HR has met with facilities and developed a transition plan for the facilities access function. HR requested for Kantech to be installed on facilities computers.
851	Semi-Annual	Workplace Environment	Update the Agency's 5-year Strategic Plan	Align performance factors with Agency goals and objectives.	Complete by June 30, 2023	Implement a revised performance evaluation	Director of Human Resources	September	On Schedule	on schedule
852	Semi-Annual	Workplace Environment	Update the Agency's Planning Documents: Asset Management Plan	Integrate the Agency's Asset Management Commitment into Human Resources programs	Complete by June 30, 2023	Integrate reliability concepts into the revised performance evaluation. Integrate reliability concepts into the Learning and Development program.	Director of Human Resources	September	On Schedule	Revaluating this goal and may defer or abolish it.
853	Semi-Annual	Workplace Environment	Continue to promote employee engagement, achievement, and retention.	Integrate the Agency's commitment to employee engagement, achievement, and retention into Human Resources programs.	Complete by June 30, 2023	Implement and enhanced onboarding program. Implement an Agencywide Learning and Development program that includes curriculum on coaching for performance, best practices for talent acquisition, and career development. Implement personnel policies that ensure compliance with applicable laws and regulations, align with the Agency's commitment to diversity, equity and inclusion, promote transparency, promote consistent application of policy and practice, and promote the highest ethical principles and standards.	Director of Human Resources	September	On Schedule	The onboarding program has been implemented. The rest is in process.
855	Quarterly	Workplace Environment	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.	Director of Human Resources	September	On Schedule	Staff have been in the field regularly for confined space entries, work observation, and inspections.
856	Quarterly	Workplace Environment	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, 2023	Present a new safety program at each of the regular SHC meetings for review, discussion, and amendment as needed	Safety Officer	September	On Schedule	The hearing protection program and PPE Program were the topics discussed for an amendment. To add a recommendation for the use of Bone Conduction, Noise Cancelling, and Headphone during work.
857	Semi-Annual	Workplace Environment	Safety and wellness of employees and the communities we serve	Engage SHC members in various safety related inspections, discussions, and program analysis	Complete by the end of June 30, 2023	Invite SHC members to attend facility inspections and investigations	Safety Officer	September	On Schedule	All safety committee members were invited to attend the annual inspections
858	Semi-Annual	Workplace Environment	Safety and wellness of employees and the communities we serve	Ensure all staff have the appropriate level of training for FEMA Incident Command Systems	Complete by the end of June 30, 2023	Retrain staff through FEMA that have not trained the last five years	Safety Officer	September	On Schedule	FEMA training is currently being researched.

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<u>Human Resources (Continued)</u>										
859	Semi-Annual	Workplace Environment	Continue to promote employee engagement, achievement, and retention	Expand employee/management inspections throughout Agency facilities, including collaboration processes to correct any opportunities in accordance with safety program guidelines	Complete by the end of June 30, 2023	Conduct monthly inspections of facilities with supervisors and staff members from the areas of inspection	Safety Officer	September	On Schedule	Recently completed annual safety inspections. Continuing to follow up on findings until all findings are mitigated.
<u>Internal Audit</u>										
721	Annual	Workplace Environment	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 levels	Manager of Internal Audit	September	On Schedule	IA is on track to complete all proposed audit projects for the Fiscal Year. IA staff is required to attend continuous professional development to improve presentation and all audit skills. IA communicates effectively with all internal and external customers and ensures to keep all confidential information and communications safe, secure and handled with the best confidentiality possible.

Finance & Information Technology

Contracts and Procurement

733	Quarterly	Business Practices	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.	Manager of Contracts and Procurement	September	On Schedule	CAP as a unit, regularly hosts meetings with numerous departments including Engineering, Operations, Maintenance, IT, Administrative staff, etc. Additionally, CAP hosts regular monthly CAP Cafe, and quarterly SAP Tips and Tricks.
736	Monthly	Business Practices	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	Manager of Contracts and Procurement	September	On Schedule	CAP staff works with Leadership throughout the various units, including project managers and staff on best approaches to secure competitive, best value and the best terms for the Agency on goods and services.
731	Monthly	Workplace Environment	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	Manager of Contracts and Procurement	September	On Schedule	Management has had several discussions with staff from HR on succession planning and the department staffing plan. Additionally, evaluating the current staffing levels with the Director due to the future projects and programs.

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<u>Finance and Accounting</u>										
737	Quarterly	Fiscal Responsibility	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	Director of Finance	September	On Schedule	Continue monitoring RP Expansion project execution to optimize use of the interim financing.
738	Quarterly	Fiscal Responsibility	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	Director of Finance	September	On Schedule	SRF loans and second WIFIA loan have been secured. RP-5 expansion project execution is monitored to optimize the use of funds and minimized accrued interest.
739	Quarterly	Fiscal Responsibility	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, WIFIA and SRF loan applications	Ongoing	Secure funding prior to the execution of critical projects	Director of Finance	September	On Schedule	Continue support to the grant department to complete applications for grants and SRF loans.
740	Quarterly	Fiscal Responsibility	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	Director of Finance	September	On Schedule	The Board adopted a new rate structure for recycled water that is being implemented in FY 2022/23.
741	Quarterly	Fiscal Responsibility	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	Director of Finance	September	On Schedule	not started yet.
745	Quarterly	Fiscal Responsibility	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	Director of Finance	September	On Schedule	this activity will be incorporated during the preparation of the TYCIP.
746	Quarterly	Fiscal Responsibility	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	Director of Finance	September	On Schedule	The Accounting Department has filled two new supervisor positions. One will supervise Payroll, General ledger and Asset accounting, and one will supervise Accounts receivable and the compliance and billing component from grants. Staff continues to evaluate the overall positions and tasks and will be reflected in the staffing plan during the upcoming budget preparation.
747	Quarterly	Fiscal Responsibility	Continue to improve relationships with customer agencies by ensuring open, timely, and transparent communication regarding Agency projects and initiatives	The department will support the Executive Manager of Finance & Administration /AGM during periodic meetings with Finance Directors of customer agencies	Ongoing	Participate in and provide support during quarterly meetings	Director of Finance	September	On Schedule	ongoing.
748	Monthly	Fiscal Responsibility	Continue to promote employee engagement, achievement, and retention	Promote internal communication, teamwork, recognition, and healthy relationships within the department and with other areas of the Agency	Ongoing	Hold regular department meetings and periodic meetings with external departments Provide regular feedback to employees and timely performance evaluations	Director of Finance	September	On Schedule	ongoing.

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<u>Information Services</u>										
813	Quarterly	Business Practices	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	Manager of Information Services	September	Behind Schedule	IS has been working with Board Secretary team to finalize the templates and workflow structure. The delay is partly caused by the change in personnel on the vendor side as well as internal personnel changes on the IEUA side.
815	Quarterly	Business Practices	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	Manager of Information Services	September	Behind Schedule	The integration between SAP and Laserfiche is progressing but not as fast as we would like it to be. The extraction from SAP is completed. The challenging part is the matching the metadata for each attachment. IS will reallocate staff's time and/or seek out external help for this effort.
809	Quarterly	Fiscal Responsibility	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	Manager of Information Services	September	On Schedule	In FY2023 Q1, IS used only 13% of the quarterly budget for professional services (\$8,075 out of \$63,183).
810	Quarterly	Fiscal Responsibility	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	Manager of Information Services	September	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.

Technical Resources

<u>Asset Management</u>										
765	Quarterly	Wastewater Mgmt	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	Manager of Asset Management	September	On Schedule	Only a handful of assets have been retired, the CM team worked with Brian Noh on these and completed them (see 3rd quarter 2021/2022 note for list). New assets are 3 months out once we start getting power. CM team has had several meetings with Brian Noh about adding new assets in the system and the contractor so the information comes in properly.
<u>Engineering</u>										
770	Quarterly	Business Practices	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	Engineering Services Supervisor	September	On Schedule	During the months of July through September staff had 8 outreach opportunities. Four outreach opportunities were RP-5 Expansion Project Construction site tours. Tour participants included East Valley Water District, USC Environment Engineering Department, Three Valleys MWD and San Bernardino Municipal Water District. Additionally, staff attended a Power System Study Reference with CVWD, OMUC reviewed the prequal package for RP-1 Headworks Bar Screen Improvement Project. Staff reached out to the City of Ontario to ensure noise and vibration requirements were met during the drilling of the Ely Monitoring Well. Lastly, staff coordinated a meeting with IEUA Legal along with CBCWD regarding the timing of the construction bid for the Ely Monitoring Well's ongoing litigation between Kaiser and IEUA/CBCWD.

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Engineering (Continued)										
766	Quarterly	Fiscal Responsibility	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	Engineering Services Supervisor	September	On Schedule	Maintain department capital costs with the goal of equal to or greater than 80% of the Fiscal Year budget. As of September 2022, staff is projecting ~84% of our fiscal year budget. Maintain quarterly actual expenditures equal to or greater than 80% of forecasted expenditures. As of September 2022, staff has spent 83% of expenditures vs. forecasted expenditures. Project costs should be within 110% of the total project budget established in the Preliminary Design Report. As of September 2022 88%, of projects are within 110% of the total project budget established in the Preliminary Design Report.
847	Annual	Water Reliability	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on the RP-5 Expansion Project	Ensure all projects reliably meet or exceed the needs of the project stakeholders.	Ongoing	Perform an End-of-the-Year Survey with the goal of reaching greater than 90% Customer Satisfaction	Engineering Services Supervisor	September	On Schedule	The results from the Year End Staff Satisfaction survey and the Agencywide Customer Service survey were reviewed. The results were integrated into the recently head PMO SWOT analysis.
767	Monthly	Workplace Environment	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	Engineering Services Supervisor	September	On Schedule	As of September 2022, the department has 1 safety incident. The incident occurred at RP-5 on September 19th.
768	Quarterly	Workplace Environment	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	Engineering Services Supervisor	September	On Schedule	During the months of July through September, staff had no training sessions.
769	Quarterly	Workplace Environment	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	Engineering Services Supervisor	September	On Schedule	During the months of July through September, staff had no Lessons Learned sessions.
Laboratory										
650	Semi-Annual	Business Practices	Timely execution and funding of the Agency's Capital Improvement Program (CIP) with emphasis on the RP-5 Expansion Project	Provide support for analysis of operations process control	Daily in Fys 2021/22 and 2022/23	100% acceptable Turnaround Time (TAT) and zero missed holding time (HT)	Sushmitha Reddy	August	On Schedule	analytical support to commence in 2024.
792	Quarterly	Business Practices	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	Manager of Laboratories	September	On Schedule	Attended CA NV AWWA conference in Sacramento and engaged with other laboratory staff and water professionals to discuss laboratory challenges in maintaining state accreditation, learning microplastic testing status and what the next steps are.
799	Quarterly	Wastewater Mgmt	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	Manager of Laboratories	September	On Schedule	The Wastewater Order mandate has been completed

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<u>Operations</u>										
832	Quarterly	Business Practices	Update the Agency's 5-Year Strategic Plan	Continued commitment to sustainable cost containment of operating and capital costs	Ongoing	Full budget utilization	Director of Operations & Maintenance	September	On Schedule	Budget variance reports completed for the OMD for Q1. (JZ)
832	Quarterly	Business Practices	Update the Agency's 5-Year Strategic Plan	Continued commitment to sustainable cost containment of operating and capital costs	Ongoing	Full budget utilization	Director of Operations & Maintenance	September	On Schedule	OMU completed variance reports and will complete budget as required. (AB)
833	Quarterly	Business Practices	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	Manager of Maintenance	September	On Schedule	The team work collaboratively with CAP to use purchase cooperative and provide cohesive scopes of work for RFPs. (LD)
833	Quarterly	Business Practices	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	Manager of Maintenance	September	On Schedule	OMD continues to use Sourcewell Cooperative for best pricing option for material and services. (RD)
834	Monthly	Business Practices	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	Director of Operations & Maintenance	September	On Schedule	OU and MU continue to remain engaged in the review of utilities cost and proactively employ methods to reduce demand during peak hours. Continuing to explore ways to utilize technology such as PI Vision to monitor and track energy usage. (RD)
681	Semi-Annual	Fiscal Responsibility	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	Operations Managers	July	On Schedule	Due to COVID the TIP program was placed on hold however, the OU has utilized the IEWorks intern program to successfully onboard several OIT staff to FTEs. -SL
823	Quarterly	Fiscal Responsibility	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	Director of Operations & Maintenance	September	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 Work Management Meetings. SMEs are brought into meetings as needed to provide input. (SL/RD)
824	Quarterly	Fiscal Responsibility	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	Director of Operations & Maintenance	September	On Schedule	The OU completed Q1 quarterly budget variance. Additionally, we met with Finance to discuss funding options for the anticipated 1.2M shortfall in chemicals, we will revisit in Feb 2023. (SL) All OMD variance reports were completed for Q1. (JZ)
824	Quarterly	Fiscal Responsibility	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	Director of Operations & Maintenance	September	On Schedule	OMU variance reports complete. (AB)
841	Quarterly	Wastewater Mgmt	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	On Schedule	100% permit compliance maintained for Q1 (SL)
841	Quarterly	Wastewater Mgmt	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	On Schedule	No permit violations at IERCF for Q1. (AB)
841	Quarterly	Wastewater Mgmt	Update the Agency's Planning Documents: Wastewater Facilities	Monitor treatment plant performance to meet regulatory requirements	Ongoing	Goal is zero permit violations	Operations Managers	September	On Schedule	No permit violations to report for Q1 (LD)

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<u>Operations (Continued)</u>			Masterplan							
842	Quarterly	Wastewater Mgmt	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	On Schedule	Had 2 IEUA Sanitary Sewer Overflows (SSOs) in the month of July for Q1. (LD)
842	Quarterly	Wastewater Mgmt	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	On Schedule	No permit violations at IERCF. (AB)
842	Quarterly	Wastewater Mgmt	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	On Schedule	100% permit compliance maintained for Q1 (SL)
837	Quarterly	Water Reliability	Update the Agency's Planning Documents: Wastewater Facilities Masterplan	Maintain 100% permit compliance	Ongoing	Strive for zero permit violations	Operations Managers	September	On Schedule	100% permit compliance during Q1 (SL)
837	Quarterly	Water Reliability	Update the Agency's Planning Documents: Wastewater Facilities Masterplan	Maintain 100% permit compliance	Ongoing	Strive for zero permit violations	Operations Managers	September	On Schedule	No compliance issues at IERCF. (AB)
838	Quarterly	Water Reliability	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	GWR Supervisor	September	On Schedule	Reporting provided at the Quarterly GRCC Held on 8/23/22
839	Monthly	Water Reliability	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	GWR Supervisor	September	On Schedule	Monthly Reports from July to September 2022 have been provided to Watermaster.
840	Quarterly	Water Reliability	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	GWR Supervisor	September	On Schedule	Compliance goals were met in 1Q22
826	Quarterly	Workplace Environment	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	Director of Operations & Maintenance	September	On Schedule	MU experience 1 recordable injury during Q1. Before that, MU reached 16 months injury free. (RD)
826	Quarterly	Workplace Environment	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	Director of Operations & Maintenance	September	On Schedule	The OU had zero injuries for Q1. (SL) No recordable or lost time incidents for the OMD for Q1. (JZ)

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<u>Operations (Continued)</u>										
826	Quarterly	Workplace Environment	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	Director of Operations & Maintenance	September	On Schedule	No recordable incidents for the OMU. (AB)
826	Quarterly	Workplace Environment	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	Director of Operations & Maintenance	September	On Schedule	No recordable incidents for the FWSP Unit. (LD)
831	Quarterly	Workplace Environment	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	Director of Operations & Maintenance	September	On Schedule	Met and provided updates with unit leadership for GU and SU during Q1 (LD)
831	Quarterly	Workplace Environment	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	Director of Operations & Maintenance	September	On Schedule	OMD Director scheduled meetings with units. (JZ)
831	Quarterly	Workplace Environment	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	Director of Operations & Maintenance	September	On Schedule	Met individually with the Operators Unit representatives during Q1. (SL)
831	Quarterly	Workplace Environment	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	Director of Operations & Maintenance	September	On Schedule	MU leadership met on a bi-weekly basis with GU leaders. (RD)

Policy & Inter-Agency Relations

860	Semi-Annual	Business Practices	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 and the Long-Term Water Use	Complete by June 30, 2023	Annual water savings through the various initiatives	Senior Water Resources Analyst	September	On Schedule	Last fiscal year's WUE report is in the process of being completed. This report will assess the annual water savings as it relates to each intervention.
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<u>Policy & Inter-Agency Relations (Continued)</u>										
861	Semi-Annual	Business Practices	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	Senior Water Resources Analyst	September	On Schedule	IEUA has positioned itself with the Customer Agencies to assist them and the region in meeting compliance once the Long-Term Regulations have been completed. They are still a work in progress at this point in time.
862	Semi-Annual	Business Practices	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	Senior Water Resources Analyst	September	On Schedule	IEUA continually identifies grant opportunities as they arise for the region and works with the Customer Agencies to determine if the opportunity is viable. If deemed appropriate, the IEUA Team prepares a proposal for submission.
773	Quarterly	Fiscal Responsibility	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	Senior Policy Advisor	September	On Schedule	Continue to promote the value that is provided by the MEU rate.
863	Annual	Water Reliability	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	Senior Water Resources Analyst	September	On Schedule	Staff is in the process of completing the FY 21/22 annual WUE Programs Report by the end of the year. The annual budget preparation process takes place in December of each year with the Customer Agencies. Once concluded that information is shared with Finance.
774	Quarterly	Workplace Environment	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	Senior Policy Advisor	September	On Schedule	W. McDonnell accepted to CASA mentorship program. C. Garcia attended WUE Conference to accept award. L. Morgan-Perales attending HOA Symposium. Promoted staff accomplishments in GM Comments to the Board and weekly updates.
<u>Strategic Planning & Resources</u>										
805	Quarterly	Business Practices	Finalize terms for the Regional Contract with Member Agencies	Update the Regional Contract language that modernizes the contract to current conditions	Complete by December 2023	Negotiate agreement and approval of the Regional Contract Amendment	Director of Planning & Resources	September	On Schedule	Regional Contract negotiations are ongoing. The Agencies continue to work towards completing negotiations by the end of the 2022 calendar year but have an agreement to extend in place if this does not occur.
802	Quarterly	Fiscal Responsibility	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 2023	Take Non-Reclaimable Wastewater and Recycled Water rate studies and proposed rates to the Board of Directors for adoption	Director of Planning & Resources	September	On Schedule	The RW Rate Structure was approved by the board and went into effect July 1, 2022. The NRWS Rate study restarted this first quarter.
803	Quarterly	Fiscal Responsibility	Evaluation of Agency Program Rates	Complete the Return to Sewer flow study and statewide flow and loading study to provide supporting data to evaluate and complete a sustainable and technically defensible Regional Wastewater rate structure	Completed by June 2023	Take Return to Sewer study and any proposed rates/adjustments to the Board of Directors for adoption	Director of Planning & Resources	September	On Schedule	Expanded Return to Sewer Study portion of the evaluation of the wastewater rates is planning to be completed by summer 2023. The other portion of the evaluation is the Flow and Loading study led by CASA. The CASA steering/participant committee has proposed to reconvene in January 2023. Monitoring and sampling may resume in the spring of 2023 pending discussions.

Business Goals & Objectives Report

Exhibit B

Division(s): ALL DIVISIONS
Report Month: September 2022

Print Date: 11/9/2022

Goal ID	Reporting Frequency	Business Goal	Work Plan	Department Goal	Time Line	KPI	Assigned To	Note Month	Status	Notes
<u>Strategic Planning & Resources (Continued)</u>										
808	Quarterly	Wastewater Mgmt	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 2023	Create flow factors for wastewater and recycled water to generate reasonable demand forecasts to 2040	Director of Planning & Resources	September	On Schedule	The next update for the Wastewater Facilities Update will be in 2030.
806	Quarterly	Water Reliability	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 2023	Complete RW Program Strategy	Director of Planning & Resources	September	On Schedule	The RW/Wastewater demand forecast has been completed. The Recycled Water Program Strategy is scheduled to be updated in 2025.
807	Quarterly	Water Reliability	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 2023	Complete the PDR for external supply sources and advanced water treatment	Director of Planning & Resources	September	On Schedule	The technical feasibility study was completed in October 2021. The PRDs for the external supplies from City of Rialto, Injection wells and the advanced water purification facility will be completed in mid-2023.

Inland Empire Utilities Agency
Inter-Departmental / Division Transfers FY 2022/23
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	8/22/2022	156110	519120	Office & Administration	\$60,000.00	144100	521010	Professional Fees & Services	\$60,000.00	Transfer of funds will be used to secure outside professional services to assist in the cataloging, relocating, and organizing the RP-1 Library contents to the training room lab.	1
		8/23/2022	120100	520980	Professional Fees & Services	\$3,000.00	120100	511490	Office & Administration	\$3,000.00	Transfer of funds from the Professional Services-Other account into the Recruitment-Other account to ensure sufficient funds for reference check services.	1
		9/7/2022	127100	521080	Professional Fees & Services	\$70,000.00	124100	505010	Wages	\$80,000.00	Transfer of funds for temporary staffing due to support the organizational changes.	1
			127100	521010		\$10,000.00						
		9/8/2022	122100	520980	Professional Fees & Services	\$15,000.00	122100	511110	Office & Administration	\$15,000.00	Transfer of funds from the Professional Services-Other account into the Employee Training-Agency account to ensure sufficient funds for the IEWorks member fees.	1
10800	Regional Wastewater Operations & Maintenance	7/26/2022	151151	545110	Utilities	\$65,000.00	154155	521010	Professional Fees & Services	\$65,000.00	Transfer of funds from RP-1 Electricity to RP-5 Professional Fees & Services. This transfer is to cover the costs of Adam's Falconry for RP-5. This cost was absorbed by Maintenance prior to the reorganization and now is to be processed through Operations.	1
		7/28/2022	127100	520920	Professional Fees & Services	\$141,384.19	127100	530028	Chemicals	\$141,384.19	Transfer of funds is needed to support a reclassification of the polymer chemical costs incurred on the RP-5 Expansion Project, No. EN19001. Chemical costs can not be charged against a capital project type, therefore, the costs need to be moved to a O&M budget.	1
					Total O&M Transfers Out	\$364,384			Total O&M Transfers In	\$364,384		

**Inland Empire Utilities Agency
FY 2022/23 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, 2022								\$250,000	
9/12/2022	GM Contingency	\$28,900	Administrative Services	Agency Management	520930	Professional Services Public Information	\$28,900		The budget transfer is to cover unforeseen costs associated with the Viewpoint documentary, which will focus on Recycled Wastewater Solutions.
Balance, September 30, 2020								\$28,900	\$221,100

GM Contingency Transfers Summary by Fund	
Administrative Services program	28,900.00
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	28,900

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												
10900	8/24/22	EN23085	New Regional Project PDR's FY22/23	\$5,000,000	\$0	(\$45,000)	\$4,955,000	\$500,000	(\$45,000)	\$455,000	EN22042	The budget transfer is to cover the project related expenses during construction which includes staff labor, Carollo's inspection services invoices, and pending RFD's for the contractor that are currently being finalized.
		EN22042	RP-4 Ammonia Analyzer and Support System	\$620,000	\$0	\$45,000	\$665,000	\$9,500	\$45,000	\$54,500	EN23085	
Subtotal Regional Capital (RC):				\$5,620,000			\$5,620,000	\$509,500		\$509,500		
				Capital Total Project Budget			Total Annual Capital Budget					
				Adopted			Amended	Adopted		Amended		
				\$5,620,000			\$5,620,000	\$509,500		\$509,500		
O&M Projects												
	7/19/22	WU23005	Residential Rebate Incentives	\$178,884	\$0	(\$2,593)	\$176,291	\$178,884	(\$2,593)	\$176,291	WU23011	The budget transfer is required to match the budget for the FY 2022/23 New WUE Program Model (Flex + Core Projects).
		WU23011	Member Agency Administered Programs	\$139,379	\$0	\$2,593	\$141,972	\$139,379	\$2,593	\$141,972	WR21013	
	7/19/22	WU23006	CII Device Rebates	\$180,000	\$0	(\$43,915)	\$136,085	\$180,000	(\$43,915)	\$136,085	WU23012	The budget transfers are required to match the budget for the FY 2022/23 New WUE Program Model (Flex + Core Projects).
		WU23004	Large Landscape Retrofit Program	\$400,000	\$0	(\$76,245)	\$323,755	\$400,000	(\$76,245)	\$323,755	WU23012	
		WU23012	Residential Small Site Controller Upgrade	\$500,000	\$0	\$120,160	\$620,160	\$500,000	\$120,160	\$620,160	WU23006 WU23004	
	7/19/22	WU23005	Residential Rebate Incentives	\$176,291	\$0	(\$67,990)	\$108,301	\$176,291	(\$67,990)	\$108,301	WU23020	The budget transfers are required to match the budget for the FY 2022/23 New WUE Program Model (Flex + Core Projects).
		WU23004	Large Landscape Retrofit Program	\$323,755	\$0	(\$7,235)	\$316,520	\$323,755	(\$7,235)	\$316,520	WU23020	
		WU23020	Residential Turf Replacement Rebates	\$160,000	\$0	\$75,225	\$235,225	\$160,000	\$75,225	\$235,225	WU23005 WU23004	
	7/19/22	WU23019	CII Turf Replacement Rebates	\$180,000	\$0	(\$782)	\$179,218	\$180,000	(\$782)	\$179,218	WU23018	The budget transfers are required to match the budget for the FY 2022/23 New WUE Program Model (Flex + Core Projects).
		WU23015	Landscape Design Services	\$30,000	\$0	(\$30,000)	\$0	\$30,000	(\$30,000)	\$0		
		WU23010	Residential Pressure Regulation Program	\$100,000	\$0	(\$6,325)	\$93,675	\$100,000	(\$6,325)	\$93,675		
		WU23009	Landscape Training Classes	\$20,000	\$0	(\$8,500)	\$11,500	\$20,000	(\$8,500)	\$11,500		
		WU23008	Sponsorships & Public Outreach Activities	\$43,000	\$0	(\$15,000)	\$28,000	\$43,000	(\$15,000)	\$28,000		
		WU23007	National Theater For Children	\$80,000	\$0	(\$38,922)	\$41,078	\$80,000	(\$38,922)	\$41,078		
		WU23006	CII Device Rebates	\$136,085	\$0	(\$36,085)	\$100,000	\$136,085	(\$36,085)	\$100,000		
		WU23002	CBWCD LEAP	\$30,000	\$0	(\$2,538)	\$27,462	\$30,000	(\$2,538)	\$27,462		
	WU23018	Landscape Irrigation Tune-Ups	\$500,000	\$0	\$138,152	\$638,152	\$500,000	\$138,152	\$638,152	WU23019 WU23015 WU23010 WU23009 WU23008 WU23007 WU23006 WU23002		

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
10700	9/21/22	WR22025	Landscape Irrigation Tune Ups	\$510,000	\$0	(\$139,391)	\$370,609	\$139,391	(\$139,391)	\$0	WU22001	The budget transfers are to consolidate numerous WUE projects into one project number.
		WR22024	WUE Research and Evaluation	\$40,000	\$0	(\$40,000)	\$0	\$40,000	(\$40,000)	\$0		
		WR22023	CIMIS Station	\$5,000	\$0	(\$5,000)	\$0	\$5,000	(\$5,000)	\$0		
		WR22022	Landscape Design Services	\$20,000	\$0	(\$20,000)	\$0	\$20,000	(\$20,000)	\$0		
		WR22021	Regional WUE Support Tools	\$73,000	\$0	(\$31,000)	\$42,000	\$73,000	(\$31,000)	\$42,000		
		WR22020	WUE Business Plan Model Update and Workshop	\$4,500	\$0	(\$2,300)	\$2,200	\$2,300	(\$2,300)	\$0		
		WR22019	Residential Small Site Controller Upgrade	\$510,000	\$0	(\$24,219)	\$485,781	\$24,219	(\$24,219)	\$0		
		WR22017	Residential Pressure Regulation Program	\$153,096	\$0	(\$19,153)	\$133,943	\$19,153	(\$19,153)	\$0		
		WR22015	Landscape Training Classes	\$10,000	\$0	(\$6,000)	\$4,000	\$10,000	(\$6,000)	\$4,000		
		WR22013	Sponsorships & Public Outreach Activities	\$59,000	\$0	(\$33,054)	\$25,946	\$37,376	(\$33,054)	\$4,322		
		WR22008	CII Rebate Incentives	\$274,131	\$0	(\$135,131)	\$139,000	\$235,131	(\$135,131)	\$100,000		
		WR22007	Residential Rebate Incentives	\$167,715	\$0	(\$70,490)	\$97,225	\$120,490	(\$70,490)	\$50,000		
		WR22006	Large Landscape Retrofit Program	\$200,000	\$0	(\$183,435)	\$16,565	\$183,435	(\$183,435)	\$0		
		WR22002	CBWCD Leap	\$30,000	\$0	(\$30,000)	\$0	\$30,000	(\$30,000)	\$0		
		WR21022	Landscape Design Services	\$10,000	\$0	(\$5,265)	\$4,736	\$5,265	(\$5,265)	\$0		
		WR21006	Large Landscape Retrofit Program	\$198,827	\$0	(\$1,790)	\$197,036	\$1,790	(\$1,790)	\$0		
		WR21004	Garden In Every School	\$31,000	\$0	(\$31,000)	\$0	\$31,000	(\$31,000)	\$0		
		WR21002	CBWCD Leap	\$29,000	\$0	(\$11,467)	\$17,533	\$11,467	(\$11,467)	\$0		
		WU22001	WUE General Program Fund	\$0	\$0	\$788,695	\$788,695	\$0	\$788,695	\$788,695	WR22025 WR22024 WR22023 WR22022 WR22021 WR22020 WR22019 WR22017 WR22015 WR22013 WR22008 WR22007 WR22006 WR22002 WR21022 WR21006 WR21004 WR21002	
	9/21/22	WR22008	CII Rebate Incentives	\$139,000	\$0	(\$50,000)	\$89,000	\$100,000	(\$50,000)	\$50,000	WU23020	The budget transfers are required to meet the increasing demand of the MWD socialwatersmart.com RES Turf Replacement Rebate Program.
		WR22018	Member Agency Administered Project	\$100,000	\$0	(\$100,000)	\$0	\$100,000	(\$100,000)	\$0		
		WU23020	Residential Turf Replacement Rebates	\$235,225	\$0	\$150,000	\$385,225	\$235,225	\$150,000	\$385,225	WR22008 WR22018	
Subtotal Water Resources (WW):				\$5,976,888			\$5,976,888	\$4,601,636		\$4,601,636		
				O&M Total Project Budget				Total Annual O&M Project Budget				
				Adopted			Amended	Adopted		Amended		
				\$5,976,888			\$5,976,888	\$4,601,636		\$4,601,636		

FY 2022/23 Budget Variance Report 1st Quarter Ended September 30, 2022

Alexander Lopez
Acting Budget Officer
December 2022

FY 2022/23 1st Quarter Ended September 30, 2022

(\$ Millions)

	Amended Budget	Budget Year-To-Date Budget	Actual YTD	% Budget Used YTD
Total Sources of Funds	\$416.4	\$104.1	\$49.5	47.5%
Total Uses of Funds	(425.3)	(106.3)	(57.2)	53.8%
Net Increase/(Decrease)	(\$8.9)	(\$2.2)	(\$7.7)	

Highlights

Total Sources of Funds

- The variance is primarily due to the timing of property tax receipts which commence in November of each fiscal year.
- Grant and loan receipts processed for the first quarter were \$0.3 million which are primarily reimbursable in nature

Total Uses of Funds

- Lower than budgeted administrative and operating expenses and timing of capital project execution.

FY 2022/23 1st Quarter Ended September 30, 2022

(\$ Millions)

Sources of Funds Operating Revenues	Amended Budget	Budget Year-To- Date Budget	Actual YTD	% Budget Used YTD
User Charges	\$99.5	\$24.9	\$25.1	100.9%
Recycled Water Sales	17.6	4.4	6.7	153.3%
MWD Imported Water Sales	50.0	12.5	10.8	86.8%
Other Operating Revenues*	10.8	2.7	2.2	78.9%
Total Operating Revenues	\$177.9	\$44.5	\$44.8	100.8%

**Other operating revenues includes contract cost reimbursement and interest revenue.*

Highlights

User Charges include:

- Monthly EDU sewer charges
- Non-reclaimable wastewater pass-thru charges
- Monthly MEU charges and MWD Readiness To Serve pass-thru fees

Recycled Water and MWD Imported Water Sales:

- Recycled water deliveries totaled 12,592 Acre Feet
- Imported water deliveries totaled 13,432 Acre Feet

FY 2022/23 1st Quarter Ended September 30, 2022

(\$ Millions)

Sources of Funds Non-Operating Revenues	Amended Budget	Budget Year- To-Date Budget	Actual YTD	% Budget Used YTD
Property Tax	\$74.0	\$18.5	\$0.0	0.0%
Connection Fees	39.1	9.8	3.7	37.8%
Grants and Loans**	123.4	30.8	0.3	1.0%
Other Non-Operating Revenues*	2.0	0.5	0.7	140.0%
Total Non-Operating Revenues	\$238.5	\$59.6	\$4.7	7.9%
Total Operating Revenues	\$177.9	\$44.5	\$44.8	100.8%
Total Sources of Funds	\$416.4	\$104.1	\$49.5	47.5%

*Other non-operating revenues includes project reimbursements, lease revenue, and miscellaneous sales.

**Grant and Loan receipts were forty thousand dollars in the first quarter

Highlights

Property Tax and Grant & Loan Receipts

- Property tax receipts commence in November
- Grants & loans are dependent on capital expenditures

New Connections to Regional Systems

- Actual 387 EDU ~ Budget 4,000 EDU
- Actual 604 MEU ~ Budget 4,700 MEU

FY 2022/23 1st Quarter Ended September 30, 2022

(\$ Millions)

Uses of Funds Operating Expenses	Amended Budget	Budget Year-To- Date Budget	Actual YTD	% Budget Used YTD
Employment Expenses	\$56.8	\$14.2	\$13.5	95.1%
Professional Fees & Services	18.1	4.5	1.2	26.7%
Utilities	14.4	3.6	2.9	80.6%
MWD Water Purchases	50.0	12.5	10.8	86.4%
O&M and Reimbursable Projects	21.3	5.3	1.2	22.6%
Chemicals	9.0	2.3	1.6	69.6%
Other Operating Expenses*	27.3	6.8	4.1	60.3%
Total Operating Expenses	\$196.9	\$49.2	\$35.3	71.7%

**Other operating expenses includes insurance, operating fees, chemicals, biosolids, materials & supplies, and office & admin.*

Highlights

Operations & Maintenance

- Lower travel, conference, and office expense in Q1
- Market and supply challenges and timing of services

Employment

- Includes quarterly allocation toward unfunded liabilities
- Recruitment efforts expected to lower vacancy factor going forward

FY 2022/23 1st Quarter Ended September 30, 2022

(\$ Millions)

Uses of Funds Non-Operating Expenses	Amended Budget	Budget Year-To- Date Budget	Actual YTD	% Budget Used YTD
Capital Projects	\$208.8	\$52.2	\$17.9	34.3%
Financial Expenses	19.2	4.8	3.6	75.0%
Other Non-Operating Expenses*	0.4	0.1	0.4	399.3%
Total Non-Operating Expenses	\$228.4	\$57.1	\$21.9	38.4%
Total Operating Expenses	\$196.9	\$49.2	\$35.3	71.7%
Total Uses of Funds	\$425.3	\$106.3	\$57.2	53.8%

**Other non-operating expenses includes SAWPA member contribution and other miscellaneous expenses.*

Highlights

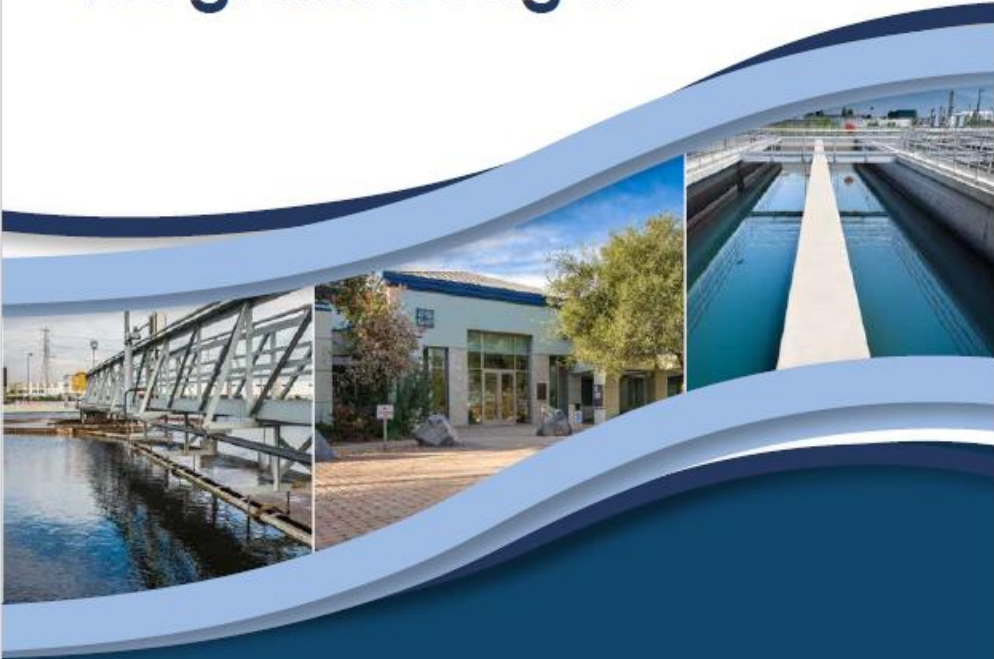
Capital

- Equipment procurement, delivery, design, and construction delays

Financial Expense

- Principal & interest payment for bonds and State Revolving Fund (SRF) loans totaled \$2.0 million
- Interest and financial expense totaled \$1.6 million

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.

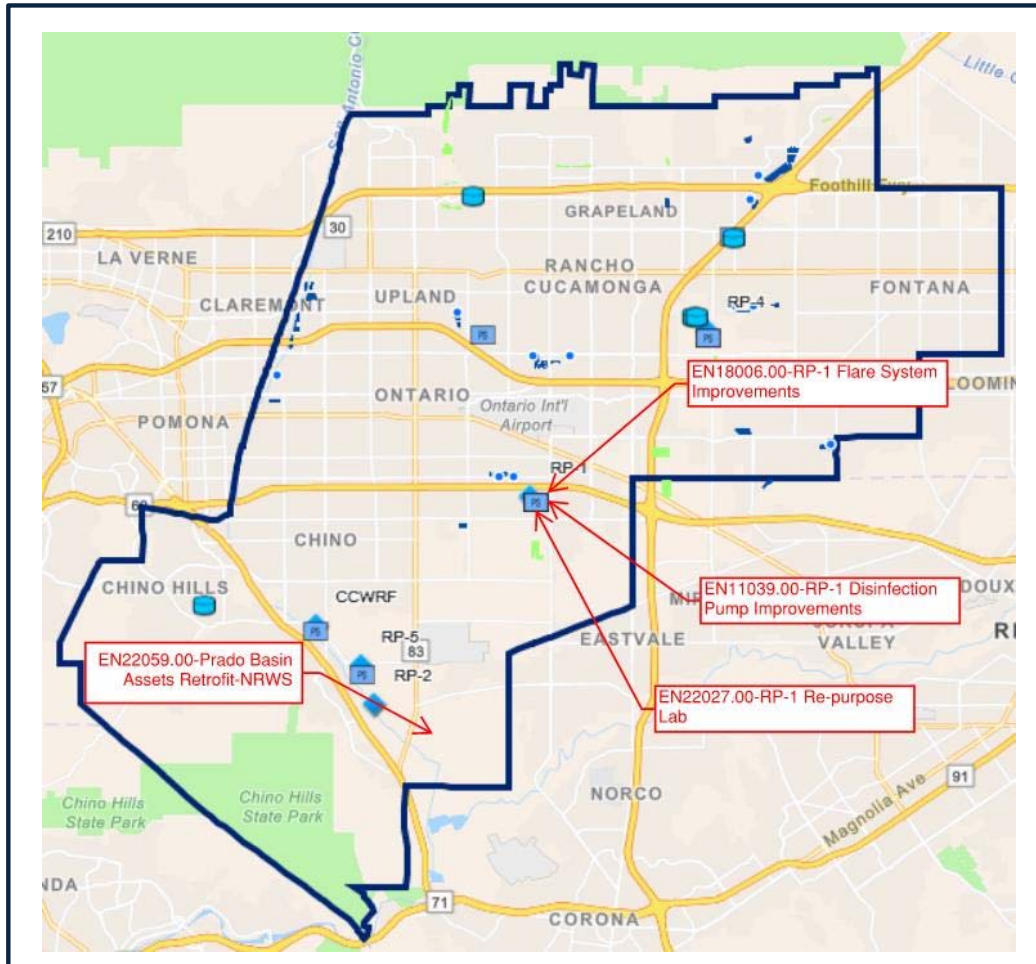
**INFORMATION
ITEM**

4C



Engineering and Construction Management Project Updates

Jason Marseilles, PE
Manager of Engineering & Construction Management
December 2022



Project Location Map

RP-1 Disinfection Pump Improvements

Project Goal: Increase Operational Efficiency

Total Project Budget: \$13M
Project Completion: December 2023
Construction Percent Complete: 10%

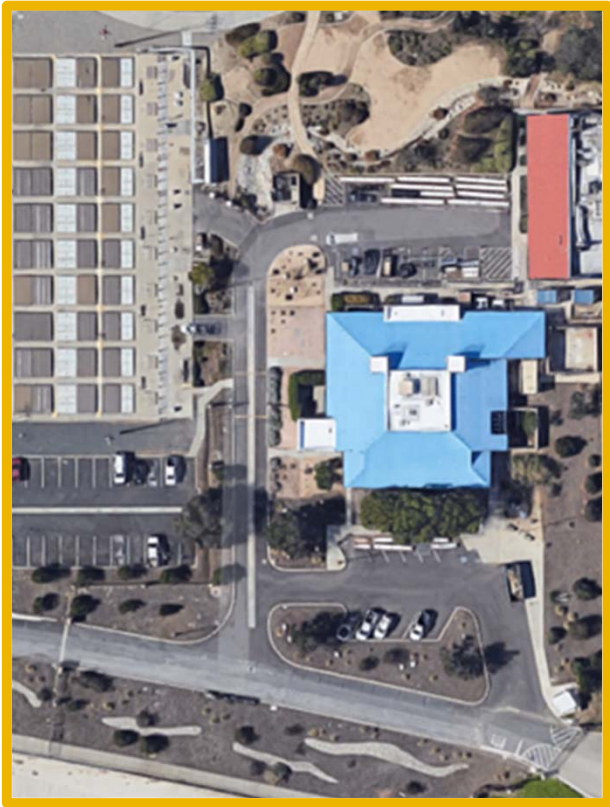
Phase	Consultant/ Contractor	Current Contract	Amendments/ Change Orders
Design	Carollo Engineering	\$748k	58%
Construction (Current)	Innovative Construction Solutions	\$8.6M	0%
Project Management Team			
Project Manager:		Spears, James	
Assistant/Associate Engineer:		WSP	
Administrative Assistant:		Anser Advisory	
Inspector:		Carollo	



New duct bank north of control building.

RP-1 Repurpose Lab

Project Goal: Rehabilitate/Repair Existing Assets



RP-1 Administration Roofing Replacement

Total Project Budget: \$1.8M
Project Completion: October 2024
Design Percent Complete: 10%

Phase	Consultant/ Contractor	Current Contract	Amendments/ Change Orders
Design (Current)	GPa	\$26k	0%
Construction	TBD	TBD	TBD
Project Management Team			
Project Manager:		Poeske, Matt	
Assistant/Associate Engineer:		TBD	
Administrative Assistant:		Anser Advisory	
Inspector:		TBD	



Prado Basin Assets Retrofit - NRWS

Project Goal: Increase Reliability

Total Project Budget: \$150k

Project Completion: October 2022

Construction Percent Complete: 100%

Phase	Consultant/ Contractor	Current Contract	Amendments/ Change Orders
Design	N/A	\$0	0%
Construction (Current)	Sancon Technologies	\$120k	0%
Project Management Team			
Project Manager:		Biesiada, Josh	
Assistant/Associate Engineer:		Frabizio, Julianne	
Administrative Assistant:		Anser Advisory	
Inspector:		Hull, Kurt	



Manhole Lining

RP-1 Flare Improvements

Project Goal: Enhance Reliability and Permit Compliance



Flare Control Panels

Total Project Budget: \$9.2M
Project Completion: May 2023
Construction Percent Complete: 80%

Phase	Consultant/ Contractor	Current Contract	Amendments/ Change Orders
Design	Lee & Ro	\$676k	31%
Construction (Current)	W.M. Lyles	\$6.3M	15.62%
Project Management Team			
Project Manager:		Zughbi, Jamal	
Assistant/Associate Engineer:		Tao, Justin	
Administrative Assistant:		Woods	
Inspector:		GK & Associates	



**INFORMATION
ITEM**

4D

Date: December 21, 2022

To: The Honorable Board of Directors

Committee: Audit


From: Teresa Velarde, Manager of Internal Audit

12/12/22

Manager Contact: Teresa Velarde, Manager of Internal Audit

Subject: P2P Review of Procure to Pay Processes for Materials and Supplies

Executive Summary:

Internal Audit (IA) staff completed an evaluation of the procure to pay (P2P) process for the Agency's Materials and Supplies (M&S). The objective of the audit was to evaluate the ordering, receiving, and processing of payments, to identify problems and bottlenecks in the payment processes to pay M&S vendor invoices timely, eliminate credit holds placed by the vendors, and propose recommendations to make the processes more efficient. Every department/unit in the Agency purchases materials and supplies, this audit focuses on purchases made by Operations, Maintenance, Facilities, the Warehouse and the Laboratory. The audit found that there are delays/challenges in performing the receiving function because there are no formal guidelines to process timely receiving in the financial system, including minimal to no visibility, tracking and monitoring of vendor invoices and receiving/delivery documentation, and staff time spent to obtain the receiving documentation needed. There are delays and challenges in processing invoices for payment because there are no formal guidelines to monitor and track all invoices and payments due, there is no method for prioritizing vendor invoice matching and follow up of items requiring the receiving function be completed timely. IA provides recommendations to improve communication among the different units and implement procedures. The audit report provides details of observations and recommendations.

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:

Fiscal Impact (explain if not budgeted):

N/A

Prior Board Action:

On June 15, 2022, the Board of Directors approved the Fiscal Year 2022/23 Annual Audit Plan. The Plan proposed the various Procure to Pay Audits under the Accounts Payable Operational and Internal Control Audit.

Environmental Determination:

Not Applicable


Business Goal:

Attachments:

Attachment 1 - Accounts Payable Operational and Internal Controls Audit Report –
Review of Procure to Pay Processes for Materials and Supplies
Attachment 2 - PowerPoint

DATE: December 2, 2022

TO: Shivaji Deshmukh
General Manager



FROM: Teresa V. Velarde
Manager of Internal Audit

**SUBJECT: Accounts Payable Operational and Internal Controls Audit Report –
Review of Procure to Pay Processes for Materials and Supplies**

Audit Authority

The Inland Empire Utilities Agency (IEUA or Agency) Internal Audit Unit (IA) has performed an audit of the Procure to Pay Processes (P2P) of Materials and Supplies. The audit was performed under the authority given by the Board of Directors in the approved Fiscal Year (FY) 2022-2023 Annual Audit Plan and IA's Charter. An Interim Audit report and a Status Update were provided to the Audit Committee in June 2022 and September 2022, respectively. This report documents the final audit report for the P2P for Materials and Supplies audit.

Audit Objectives and Scope:

The objective of the overall Accounts Payable Operational and Internal Controls Audit is to evaluate the various procure to pay processes and operations of the different Agency's departments and the Accounts Payable (AP) Group within the Accounting Unit of the Finance Department, to determine whether Agency policies and department-specific standard operating procedures were established and to identify areas for improvement. The scope of the Review of Procure to Pay Processes (P2P) for Materials and Supplies is to evaluate the many processes to ensure materials and supplies' invoices are paid on time, and to identify opportunities to make the process more efficient and ensure invoices are paid timely.

The specific audit objectives were to:

- Determine compliance with Agency policies and department procedures
- Evaluate internal controls
- Evaluate the receiving function
- Evaluate the timeliness of payments
- Identify reasons for vendor credit holds
- Evaluate the use of technology and reporting tools
- Identify inefficiencies in the processes
- Propose recommendations to make processes more efficient

Water Smart - Thinking in Terms of Tomorrow

IA is performing the Accounts Payable Operational and Internal Controls Audit in multiple phases. To-date, IA has issued the following audit reports:

- Interim Audit Report: Accounts Payable Operational and Internal Controls Audit (dated August 20, 2021) This comprehensive report evaluated invoice and payment data and metrics, including the total number of invoices paid on time or late and the number of days invoices were paid after the due date, along with other analysis of financial information.
- Accounts Payable Operational and Internal Controls Audit Report – Review of Procure to Pay Processes for Chemicals (dated November 24, 2021) This report evaluated the Procure to Pay Processes for the Agency's chemicals (from ordering to payments). IA provided 35 audit recommendations to: Operations & Maintenance, the Accounting and Contracts and Procurement (CAP) units of the Finance Department.
- Accounts Payable Operational and Internal Controls Audit Report - Review of Procure to Pay Processes for Professional Services – Engineering & Construction Management (dated February 24, 2022) This report evaluated the Procure to Pay Processes for Professional Services as administered by the Engineering & Construction Management (E&CM) unit, specifically the Master Contracts or Design Contracts. IA provided 21 recommendations to: E&CM, CAP, and the Accounting Unit.
- Accounts Payable Operational and Internal Controls Audit Report – Review of Procure to Pay Processes for Planning and Resources (dated May 25, 2022) This report evaluated the Procure to Pay Processes related to Professional Services administered by Planning and Resources. IA provided 11 recommendations to: Planning and Resources, CAP, and the Accounting Unit.
- Accounts Payable Operational and Internal Controls Audit Report – Review of Procure to Pay Processes for Home Depot (dated September 1, 2022) This report evaluated the Procure to Pay Processes related to Home Depot Credit Cards. IA provided 7 recommendations to: CAP, Accounting, and all departments using Home Depot Credit Cards.

Quarterly progress reports are submitted to the Audit Committee to report on the implementation status of all P2P recommendations. IA will continue to evaluate the payment processes related to other departments' goods and services or other P2P processes.

Audit Techniques applied:

- Interviews of Agency staff
- Review of Agency policies and procedures
- Review of department Standard Operating Procedures (SOPs)
- Analysis of financial transactions
- Review of supporting documents

Audit Results – Executive Summary

This audit will be referred to as “P2P M&S” and includes an evaluation of the processes for ensuring timely payment of invoices related to materials and supplies made by the following units: Operations, Maintenance, Facilities, Warehouse, and the Laboratory. IA proposes 19 audit recommendations among the different units for consideration to improve controls, processes, and procedures.

Timely procurement of materials and supplies is essential for maintaining key Agency functions, including operation of treatment plants and facilities. Types of items the Agency purchases that fall into materials and supplies include, but are not limited to, equipment, tools, parts, and items for work orders, maintenance, and repairs.

Contracts and Procurement identified eight different procurement methods used for obtaining materials and supplies, in no specific order: catalog purchase orders, standard purchase orders, blanket purchase agreements, emergency procurements, cooperative/piggyback procurements, budgeted procurements, credit cards and contracts. Of these methods, purchase orders, blanket purchase agreements and credit cards are the more commonly used methods for procuring materials and supplies.

The Agency spends over \$4M a year on purchases with vendors to procure materials and supplies for the departments mentioned. (Part of this total is related to services provided by the same materials and supplies’ vendors).

Fiscal Year 2021-2022 - Payments to Materials and Supplies Vendors	
Category	Payment Amount
M&S Vendors	\$4,220,222
Source: FY 2021-2022 AP Monitoring Report run September 13, 2022. The M&S vendors included were identified by receiving units included in the audit that responded (OPS, WHSE, MNT & LAB – NOT FWSP because FWSP did not respond). Chemical vendors already considered in the Review of P2P Processes for Chemicals were excluded. The dollar figure is based on the amounts remitted to vendors (ZA & ZC types on the AP Monitoring Report). The amount includes goods and services purchased with the identified materials and supplies vendors.	

The report that follows provides details of IAs observations and recommendations.

This audit report is organized as follows:

- IA observations and recommendations
- Flowcharts and narratives documenting the current Procure to Pay Process for Operations, Maintenance, Warehouse and Facilities
- Flowcharts and narratives documenting the current Procure to Pay Process for the Laboratory
- Background information about the departments being evaluated
- Financial data and analysis of transactions selected and results of the detailed audit testing

Acknowledgements

IA would like to extend our appreciation to staff who assisted us during this review, including staff from the following units: Operations (OPS), Maintenance (MNT), Warehouse (WHSE), Facilities and Water System Programs (FWSP), the Laboratory (Lab), Accounting, Contracts and Procurement (CAP), and Information Technology (IT). The observations and recommendations in this report were shared with each of the respective units and departments between November 18, 2022, through November 29, 2022, their comments have been considered and where possible their responses have been incorporated. IA looks forward to the continued collaboration.

The Accounts Payable Operational and Internal Control Audit Report Review of Procure to Pay Processes for Materials and Supplies 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 Materials and Supplies

The prior Accounts Payable Operational and Internal Controls Audit Reports noted: ***Agency invoices are not being paid within vendor payment terms.*** This problem has been the basis for the scope of IA's Procure to Pay audits. In this audit report, IA provides observations and recommendations related to the P2P for Materials and Supplies.

Delays and/or challenges in performing the receiving function in SAP are due to:

- *Staff time spent to obtain the receipts, back-up or delivery documentation*
- *Staff time spent looking into and resolving credit holds*
- *No guidelines to ensure receiving documents are provided to the appropriate staff*
- *No formal guidelines and training for the appropriate receiving process and this leads to delays, errors, reversals, and inaccurate transactions, etc.*
- *Orders not completely fulfilled on first shipment and credited orders*
- *Limited visibility of vendor invoices sometimes needed to complete the receiving*

Delays and/or challenges in processing invoices for payment by the due date are:

- *No method to account for and track all invoices and payments due*
- *No method for timely routing invoices needing approval signatures*
- *No procedures for timely processing invoices payments by the due date*
- *No method for completing timely, consistent vendor invoice matching*
- *Processes and procedures require changes to make them more efficient*
- *There are no documented SOPs for Accounting processes to establish and ensure a consistent, best practice methodology for prioritizing and processing payments*

Risks and other challenges for the Agency related to late payments:

- *Credit hold and purchases declined – after staff spend time attempting purchases, staff are informed that there is a credit hold and purchases cannot be made, this causes delays in placing orders. Various IEUA employees get involved in working to resolve the credit hold. This creates inefficiencies and delays and time spent to resolve the credit hold instead of primary responsibilities.*
- *Unable to receive the best value – when the Agency is placed on credit hold, staff are unable to purchase from the vendor that has placed the credit hold and must purchase the items using other vendors that may not provide the best pricing.*
- *Delays in placing and receiving materials & supplies needed – when the Agency is placed on credit hold, staff are unable to purchase from the vendor that has placed the credit hold. If that vendor is the only vendor that offers the item, staff must wait until the credit hold is resolved before the item can be purchased.*
- *Reputation risk – risk of damaged reputation and image of IEUA with vendors.*

The matrix that follows, identifies 19 audit observations and recommendations based on IA's analysis of the processes and the findings noted: 3 for the PCard Administrator, 2 for CAP, 2 for Facilities, 2 for Operations, 2 for Maintenance, 2 for Warehouse, 4 for Lab, and 2 for Accounting. The flowcharts that follow illustrate the steps involved in completing the purchasing, receiving and payment processes for materials and supplies. The financial information that follows summarizes IAs audit procedures applied to a selected sample of transactions and the results provide additional support for the observations identified.

Internal Audit's List of Observations and Recommendations				
	Dept taking the lead to implement	Observation, Issue, or Idea	Recommendation	Impact on revised/updated process with recommendation being implemented
1	Procurement Card Administrator	<p><u>PCard Policies</u></p> <p>The Agency has recently expanded the PCard Program to consolidate the various credit programs used by the Agency and to make small dollar purchases more efficient. The expanded program should be continuously monitored to ensure it is accomplishing the intent of the program. The PCard Administrator should take the lead to ensure the Procurement Ordinance and related policies are updated and adhered to. The updated Procurement Ordinance was recently adopted by the Board. The Procurement Card Policy currently available on the Agency's website is from 2016, this policy is in progress of being updated. IA reviewed the proposed policy updates and provided recommendations in August of 2022.</p>	<p>The PCard Administrator should establish a strategy to continuously review the program and the related policies and reinforce the guidelines and requirements of the Procurement Ordinance, Procurement Card Policy and other related Agency Policies that provide guidelines and policies for the use of PCards. Additionally, to take the lead to make necessary updates to policies and processes and ensure employees are aware of the required policies, to ensure the PCard program is working as intended.</p>	<p>Ensuring PCard users have the most updated guidance and policies, will minimize non-compliances, and ensure the program operates as intended.</p>
2	Procurement Card Administrator	<p><u>PCard oversight and monitoring</u></p> <p>The Agency has recently expanded the PCard Program to consolidate the various credit programs used by the Agency and to make small dollar purchases more efficient. The expanded program should be continuously monitored to ensure there is adequate oversight to ensure purchasing activity conforms to the guidelines set forth in the Procurement Ordinance, the Procurement Card Policy and other related Agency policies.</p>	<p>Perform periodic spend analysis to provide an added level of oversight and to identify potential maverick or unauthorized spending, splitting or duplicate purchases, etc., or other errors or misuse. Ensure any misuse is reported to the appropriate level and reinforce Agency policies.</p>	<p>Establishing effective Agency policies, guidelines and criteria for monitoring spending activity to</p>

3	Procurement Card Administrator	<p><u>PCard training and guidance</u></p> <p>The Agency has recently expanded the PCard Program to consolidate the various credit programs used by the Agency and to make small dollar purchases more efficient. With the expanded program updates and changes to the processes, procedures and policies are necessary. Changes and updates to the program should be frequently communicated to all users to ensure there is consistency, reinforcement and clear guidelines about the use of the proper use of the program.</p>	Continuously work directly with users to provide needed training and guidance on processes related to the PCard to ensure users understand the intent and requirements of the program.	Training and guidance provide reinforcement, reminders, and information about the processes and procedures expected for the use of the programs, may prevent policy violations, and establishes consistency in the processes.
4	CAP	<p><u>Manual Processing of POs</u></p> <p>CAP department staff are manually processing a large number of low-dollar purchase orders under \$10,000. CAP and various departments have indicated that establishing an automated purchase order processing system for low-dollar purchases would reduce the time it takes for purchase orders to be generated and sent out for these purchases.</p>	CAP should consider working with IT to set up an automated purchase order processing system. The new system should include a system of checks and balances for purchase order approval. Upon approval, the Agency's financial system, SAP, should automatically generate the purchase order and email it to the vendor, requestor, and CAP staff.	<p>Automated processing of purchase orders will:</p> <ul style="list-style-type: none"> • Reduce the amount of time it takes for a purchase order to be generated and sent out. • Prevent CAP staff from having to use time to complete a process that can be automated.
5		<p><u>Contact Information for POs</u></p> <p>Maintenance would like to see that PO information in SAP contain contact information about the requestor to ensure there is a go to person in case any questions about items being requested arises. Currently, there is no Agency employee contact information in SAP PR/PO, in instances when vendors call for questions, it takes too long for staff to research the appropriate contact person.</p>	<p>CAP take the lead to work with IT to ensure there is a designated line item/area in SAP where users can add contact information about the PR/PO to facilitate follow up questions from either staff or vendors. It would be beneficial to have the contact information for the person that initiated the requisition. For vendor follow up.</p> <p><i>CAP indicated that SAP can populate the information with the SAP user information and they are already working with IT to have this information populate on the PO.</i></p>	Having a standard location where the corresponding contact information can be located helps in ensuring that follow up questions can be directed to the appropriate IEUA staff, for example, questions about the requested goods, possible delays, substitutes or other items.
6	Facilities and Water System Programs	<p><u>Procedures and Goals for Timely Receiving Needed</u></p> <p>There are no KPI, metrics or goals and there are no documented procedures for the timely processing of receiving. In order to allow Accounting sufficient time to make payments by the invoice</p>	Facilities and Water System Programs should establish and document clear procedures, KPI's, metrics and/or goals for the timely processing of all receiving. (May consider using as an example similar new procedures	Having established and documented procedures, KPIs, metrics, goals and procedures for completing receiving in a timely manner will

		due date, the SAP receiving needs to be completed in a timely manner.	established for chemical receiving is done within 5-7 days).	increase receiving efficiency which will provide Accounting the time needed to make punctual payments.
7	Facilities and Water System Programs	<p><u>Review Open PO Report</u></p> <p>There appears to be confusion on other administrative assistants to complete SAP receiving for items ordered/delivered. IA recommends periodically review the Open PO Report that is automatically sent via email each month. This report serves various purposes for monitoring PO spending amounts, and it should also be used to identify any purchases made that require SAP receiving. This added monitoring and review will assist the department/unit identify items purchased and delivered that have not been received in SAP and may delay vendor payments.</p>	Periodically review the Open PO Report as an additional monitoring control to check for any items that require receiving in SAP. Also, refer to closing information/instructions provided by Accounting each month for the SAP code to run the report and for additional closing instructions or seek assistance from Accounting or CAP to run report or identify items that still require receiving in SAP.	Reviewing the Open PO report will provide an added level of monitoring for open items that require receiving in SAP instead of waiting for vendors calling for late payments or waiting on the invoice from Accounting.
8	Operations	<p><u>Procedures and Goals for Timely Receiving Needed</u></p> <p>The audit noted various items that were paid late in some instances, items took over 30 days to complete the receiving. The reasons for the delays in receiving may be different for each transaction or among the different units; it is important to ensure timely receiving to allow accounting sufficient time to process payments. Currently, there are no KPI, metrics or goals and there are no documented procedures for the timely processing of receiving. To allow Accounting sufficient time to make payments by the invoice due date, the SAP receiving needs to be completed in a timely manner by each unit/dept. This receiving will continue to be necessary even with the implementation of the new upload Software tool.</p>	Operations should establish and document clear procedures, KPI's, metrics and/or goals for the timely processing of all receiving. This includes ensuring that anyone who physically receive shipments of goods, promptly forward the shipping documents to the appropriate person that will perform the receiving in SAP. Ensure the procedures include details of the expectation of all involved in the receiving process, from the person who physically receives items, to the individual who does the receiving in SAP, including procedures to use current/existing or other technology when feasible and if it makes the process more efficient and quicker. Ensure procedures contain metrics, goals and KPIs for the timeliness of the items.	Having established and documented procedures, KPIs, metrics, goals for each step of the receiving process to ensure receiving is completed timely and accurately will increase receiving efficiency which will provide Accounting the time needed to make punctual payments.
9	Operations	<p><u>Review Open PO Report</u></p> <p>There appears to be confusion among the administrative assistants about completing SAP receiving for items ordered/delivered. IA recommends periodically review the Open PO</p>	Periodically review the Open PO Report as an additional monitoring control to check for any items that require receiving in SAP. Also, refer to closing information/instructions	Reviewing the Open PO report will provide an added level of monitoring for open items that require receiving in SAP instead

		Report. This report serves various purposes for monitoring PO spending amounts, and it should also be used to identify any purchases made that require SAP receiving. This added monitoring and review will assist the department/unit identify items purchased and delivered that have not been received in SAP. This will be an additional monitoring control to review for open items that may delay vendor payments.	provided by Accounting each month for the SAP code to run the report and for additional closing instructions or seek assistance from Accounting or CAP to run report or identify items that still require receiving in SAP.	of waiting for vendors calling for late payments or waiting on the invoice from Accounting.
10	Maintenance	<p><u>Procedures and Goals for Timely Receiving Needed</u></p> <p>The audit noted various items that were paid late in some instances, items took over 30 days to complete the receiving. The reasons for the delays in receiving may be different for each transaction or among the different units; it is important to ensure timely receiving to allow accounting sufficient time to process payments. Currently, there are no KPI, metrics or goals and there are no documented procedures for the timely processing of receiving. To allow Accounting sufficient time to make payments by the invoice due date, the SAP receiving needs to be completed in a timely manner by each unit/dept. This receiving will continue to be necessary even with the implementation of the new upload Software tool.</p>	Maintenance should establish and document clear procedures, KPI's, metrics and/or goals for the timely processing of all receiving. This includes ensuring that anyone who physically receive shipments of goods, promptly forward the shipping documents to the appropriate person that will perform the receiving in SAP. Ensure the planners forward any information about items ordered or received promptly to the administrative assistants for receiving into SAP. Ensure the procedures include details of the expectation of all involved in the receiving process, from the person who physically receives items, to the individual who does the receiving in SAP, including procedures to use current/existing or other technology when feasible and if it makes the process more efficient and quicker. Ensure procedures contain metrics, goals and KPIs for the timeliness of the items.	<p>Having established and documented procedures, KPIs, metrics, goals and procedures for completing receiving in a timely manner will increase receiving efficiency which will provide Accounting the time needed to make punctual payments.</p> <p>Utilizing technologies such as iPhones to upload delivery documentation into SharePoint/OneDrive will reduce the time that it takes for documents to be uploaded which will increase receiving efficiency.</p>
11	Maintenance	<p><u>Review Open PO Report</u></p> <p>There appears to be confusion among the administrative assistants about completing SAP receiving for items ordered/delivered. IA recommends periodically review the Open PO Report. This report serves various purposes for monitoring PO spending amounts, and it should also be used to identify any purchases made that require SAP receiving. This added</p>	Periodically review the Open PO Report as an additional monitoring control to check for any items that require receiving in SAP. Also, refer to closing information/instructions provided by Accounting each month for the SAP code to run the report and for additional closing instructions or seek assistance from Accounting or	Reviewing the Open PO report will provide an added level of monitoring for open items that require receiving in SAP instead of waiting for vendors calling for late payments or waiting on the invoice from Accounting.

		monitoring and review will assist the department/unit identify items purchased and delivered that have not been received in SAP. This will be an additional monitoring control to review for open items that may delay vendor payments.	CAP to run report or identify items that still require receiving in SAP.	
12	Warehouse	<p><u>Procedures and Goals for Timely Receiving Needed</u></p> <p>Also, there are no KPI, metrics or goals and there are no documented procedures for the timely processing of receiving. In order to allow Accounting sufficient time to make payments by the invoice due date, the SAP receiving needs to be completed in a timely manner.</p>	Warehouse should establish and document clear procedures, KPI's, metrics and/or goals for the timely processing of all receiving, similar to the new procedures established to ensure receiving for chemicals within 5-7 days. Warehouse indicated that they currently complete the receiving in SAP within 3-5 days and rely on the Open PO Report to monitor the timeliness of receiving. Additionally, Warehouse staff indicated that they perform the receiving for anything that comes through the warehouse and sometimes items that do not come through the warehouse, whether it is inventory or not.	Having established and documented procedures, KPIs, metrics, goals and procedures for completing receiving in a timely manner will increase receiving efficiency which will provide Accounting the time needed to make punctual payments.
13	Warehouse	<p><u>Receiving by Warehouse:</u></p> <p>There appears to be a disconnect and lack of clear guidelines, therefore, a continuous need to discuss and reinforce the receiving responsibilities by each of the administrative assistants and the need for delivery/shipping documentation. IA noted some delays in the receiving function that may be due because there is a need to communicate and clarify which unit is responsible for completing the receiving function in SAP. Currently, Operations, Maintenance, Facilities and other units are under the impression that all receiving in SAP is done by Warehouse personnel when items are delivered at the Warehouse.</p>	Warehouse staff should take the lead to frequently communicate with all administrative assistants about the responsibilities for completing the receiving function in SAP for inventory and non-inventory items and for items that are physically delivered to the warehouse and those delivered to other Agency locations. Warehouse staff may want to periodically send out email messages or use other forms of disseminating information about the responsibilities for SAP receivers. Warehouse should use the Open PO report as tool to guide the discussion about the items needing receiving.	Periodic meetings (monthly or weekly) will assist all administrative assistants to clarify the receiving function to ensure duties are clear and receiving in SAP is completed timely. The Warehouse staff may want to use the Open PO report as a tool and guide about the items that need to be received.
14	Lab	<p><u>Procedures and Goals for Timely Receiving Needed</u></p> <p>There are no KPI, metrics or goals and there are no documented procedures for the timely processing of receiving.</p>	Lab should work closely with Accounting and CAP to establish and document clear procedures, KPI's, metrics and/or goals for the timely processing of all receiving	Having established and documented procedures, KPIs, metrics and goals for completing receiving in

		To allow Accounting sufficient time to make payments by the invoice due date, the SAP receiving needs to be completed in a timely manner.	into SAP, for both goods and services. (Similar to the new procedures established to ensure receiving for chemicals is completed within 5-7 days).	a timely manner will increase receiving efficiency which will provide Accounting the time needed to make punctual payments.
15	Lab	<p><u>Technology to Make Receiving Process More Efficient</u></p> <p>When items are received, staff scan delivery documents, then rename the scan and attach it to an email to provide the delivery documentation to their administrative staff for SAP receiving. This method is slower than using new or existing technologies to upload the documents into SharePoint/OneDrive and rename the file. (Similar to what Operations implemented for chemical receiving which resulted in operational efficiencies with staff now using iPhones to directly upload into SharePoint/OneDrive).</p>	Lab should incorporate the use of existing or new technologies (such as iPhones) to upload delivery documentation directly into SharePoint/OneDrive for their administrative staff. (Lab agrees to use technology and mentioned that they currently have 2 shared Lab iPhones that can be used for the uploading of documents to make the process more efficient.)	Utilizing technologies such as iPhones to upload delivery documentation into SharePoint/OneDrive will reduce the time that it takes for documents to be uploaded which will increase receiving efficiency. This will provide Accounting with more time to make punctual payments.
16	Lab	<p><u>Open PO Report</u></p> <p>Currently, there is no process in place for the Lab staff to verify and review the Open PO Report to identify any open POs for goods purchased and delivered that require receiving in SAP. IT created the Open PO Report and circulated via email each month. Staff can review their vendors for any open POs to ensure they perform the necessary receiving for the items received. By reviewing the Open PO report, staff can verify purchases placed and received, and ensure the proper SAP receiving is completed as soon as possible to prevent delays in vendor payments.</p>	Periodically review the Open PO Report as an additional monitoring control to check for any items that require receiving in SAP. Also, refer to closing information/instructions provided by Accounting each month for the SAP code to run the report and for additional closing instructions or seek assistance from Accounting or CAP to run report or identify items that still require receiving in SAP.	Reviewing the Open PO will provide an added level of monitoring and review for open items that require receiving in SAP before vendors call looking for invoice payments or waiting on the invoice from Accounting.
17	Lab	<p><u>Ongoing/Periodic Meetings to Improve Efficiency</u></p> <p>Currently, the Lab does not have dedicated staff to perform the SAP receiving function and rely on Engineering's staff. While Engineering has been very helpful, a dedicated person that understands the Lab's transactions/purchases would ensure Lab items are processed quicker because of the familiarity and</p>	<p>Lab staff should take the lead to periodically meet with staff completing SAP receiving (currently Engineering administrative staff or other administrative assistant) to discuss and coordinate receiving responsibilities, including:</p> <ul style="list-style-type: none"> • Create a list to indicate which Lab staff to send invoices to for approval via DocuSign (provide 	Ensuring that receiving staff completing the Lab's SAP receiving are familiar with the types of invoices and transactions, will expedite the receiving process.

		knowledge of the transactions. To ensure the administrative personnel familiarizes with the Lab's needs, coordination meetings should be planned to discuss the details of the Lab's receiving needs. These meetings would be with designated Lab receivers, AP staff or others responsible for the receiving into SAP and processing invoices.	list to Accounting or administrative assistance as a guide). • Discuss items that always need invoices sent for signature approval (i.e., Airgas rentals).	
18	Accounting	Invoice Routing There are instances where the invoice for goods purchases is required by staff performing the receiving to complete the goods receiving with the invoice. There are some vendors that either do not provide shipping/delivery documents, or fulfill orders in partial deliveries, or the invoices includes labor or services and therefore, the actual invoice of goods is required to complete the receiving. If staff completing the receiving do not have the invoice, they are not able to complete the receiving in SAP timely when items are received. Accounting should consider routing all invoices for receiving/approval purpose or establish lists of vendors where staff performing the receiving require the invoice to complete the receiving.	Accounting should consider routing all invoices to all Agency staff and place the responsibility on department staff to perform receiving with shipping documents when those are available and use the invoices when delivery/shipping documents are not available. <i>As an example, Maintenance indicated that the vendors Superior and Royal are a couple examples of vendors that include labor on the invoices and therefore, staff require the invoice for the receiving process. The Lab indicated that Fisher Scientific sends orders in partial shipments and does not include shipping documents therefore staff require the actual invoice from staff to perform the receiving.</i>	Ensuring staff is provided with all documentation to verify, confirm receiving of items and processing the proper receiving in SAP will expedite completing the receiving.
19	Accounting	Coordination Meetings It is beneficial for Accounting to lead periodic meetings with the administrative assistants and responsible receivers to discuss receiving and invoice issues before they become problems. This was a recommendation in the P2P Chemicals audit and was implemented. Things discussed during those meetings were the Invoice Held Report, vendor phone calls, PO issues and any other issue/concern to discuss resolutions for moving forward. Accounting indicated that because of the Esker implementation in progress, the meetings have been suspended. Administrative assistants mentioned	Accounting should continue to lead periodic meetings with the administrative assistants or staff responsible for SAP receiving and if needed include CAP staff or others to discuss open items, invoices, receiving responsibilities and anything requiring attention to ensure vendor payments are made timely.	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.

		that these were very helpful meetings and would like to see these continued.		
R E S T A T E D	Accounting (Restated)	<p><u>Procedures for Timely Payments</u></p> <p>20 of the 35 or 57% of items selected were paid late for various reasons:</p> <ul style="list-style-type: none"> • 18 of the 35 or 51% of items selected showed AP processed payment more than 30 days after SAP receiving was completed (not including partial shipments). (Sample No. 1, 4, 7, 9, 10, 11, 12, 13, 16, 17, 19, 23, 27, 29, 30, 32, 34, 35). • 7 of the 35 or 20% of items selected showed longer than 30 days between the invoice date and the date AP staff acknowledged the receipt of the invoice. (Sample No. 1, 8, 11, 19, 20, 29, 34). It is unclear if AP did not receive the invoice as no justifying information or reason was documented. <p>Accounting should implement a consistent best practices methodology to ensure payments are made on time and prevent late payments and credit holds.</p>	<p>Document and formalize in an Agency Policy or 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 or that items are processed by the payment terms.</p> <p><i>Restated Recommendation:</i> <i>This recommendation was provided in the P2P Chemicals as Recommendation #33 and will continue to be In Progress until addressed/implemented.</i></p>	<p>Ensuring timely vendor payments will minimize or eliminate late payments, delays in placing orders, and credit holds placed on the Agency by vendors. If there are delays processing the payment, AP may want to have a documented reason for the delay or ensure delays are addressed and resolved with the corresponding staff, timely.</p>

Procure to Pay Process for Materials and Supplies (M&S)

Contracts & Procurement (CAP)

The processes below have been summarized by IA using the requirements in Procurement Ordinance 110. The purpose of this narrative is to provide the overall process without providing all the technical details. To see all the technical requirements, please refer to Procurement Ordinance 110.

CAP identified eight (8) potential procurement options for M&S, six (6) of which are detailed in this report and two (2) of which have already been detailed in previous procure to pay (P2P) audit reports – credit cards (processes previously detailed in the Review of P2P Processes for Home Depot) and contracts (processes previously provided in the Review of P2P for Engineering and Construction Management and the Review of P2P for Planning and Resources). Of these procurement options, purchase orders, blanket purchase agreements and credit cards are some of the more commonly used methods.

Processes outlined in this audit report:

- 1) Catalog Purchase Orders
- 2) Standard Purchase Orders
- 3) Blanket Purchase Agreements
- 4) Emergency Procurements
- 5) Cooperative and Piggyback Procurements
- 6) Budgeted Procurements

Processes previously provided in prior P2P audit reports:

- 7) Credit Cards
- 8) Contracts

Catalog Purchase Orders

Catalog purchase orders are procurements made through SAP and the vendor's catalog website.

- 1) Requesting Agency staff select the applicable catalog and SAP takes them to the specific vendor's catalog website which shows M&S and their corresponding national cooperative contract pricing.
- 2) Upon checking out with the items placed in the cart, the requesting agency staff is redirected back into SAP, and SAP populates the purchase requisition (PR), stock-keeping unit (SKU), price, and description.
- 3) Next, requesting agency staff manually add the vendor number, material group numbers, and delivery locations in addition to completing the account assignment.
- 4) The PR is approved through workflow in SAP.
- 5) CAP staff goes on the catalog website and converts the PR to a purchase order (PO).
- 6) CAP either emails the PO to the vendor or CAP goes onto the website and uses the PO number to place the order.
- 7) Placing the order generates an order acknowledgement that is emailed to CAP, which is forwarded from CAP to the requestor, so that it can be used for receiving.

Standard Purchase Orders

Standard purchase orders are procurements where the requesting agency staff enter the PR, and if CAP approves based on Procurement Ordinance 110, CAP will generate the PO and place the order.

- 1) The requesting agency staff will obtain the required number of quote(s) or proposal(s) for the M&S and enter the PR with the requestors' justification per the Agency Procurement Ordinance 110 thresholds and requirements including but not limited to:
 - a. For procurements less than \$10,000 – one quote is required.
 - b. For procurements greater than \$10,000 and less than or equal to \$50,000 – solicitations must be posted on the electronic solicitation system or sent and documented by email to prospective vendors with a minimum of two competitive written or electronic responses in cooperation with CAP.
 - c. Formal competitive solicitations are required for all Agency procurements as set forth and adjusted by applicable CA Public Contract Code (PCC) (e.g. \$35,000 for 2022)... and, at minimum, must be advertised in one general circulation newspaper within the Agency's geographic boundaries and/or advertised on either the Agency's website and/or a regional purchasing website as determined by the Manager of CAP. Whenever practical, a minimum of 14 calendar days must be provided for a response with a minimum of one competitive

response or solicitations directed to a minimum of 5 potential respondents when available. The formal competitive solicitation process can be waived at the discretion of the GM or designated representative if there is a compelling reason to do so.

- d. Board approval is required for competitively let, single, or sole source procurements greater than \$150,000, unless the procurement is a competitively-let "budgeted procurement" under \$350,000, specifically identified as a detailed line item in the adopted budget.
- 2) CAP will review the appropriate submittal package per Procurement Ordinance 110. If the requirements are met, CAP generates the PO and then emails and places the order for the department.

Blanket Purchase Agreements

Blanket purchase agreements are an expedited way to order for routine, repetitive purchases with fixed negotiated pricing that allow the use of the blanket purchase agreement (BPA) number to place orders without needing to submit PRs/POs throughout the year.

- 1) CAP reviews previous years historical purchases by vendor.
- 2) At end of the fiscal year, CAP looks at the previous amount spent and frequency of use. CAP then makes predictions for the next year.
- 3) The cutoff for yearly spending to attain a BPA is currently \$3,500 with frequent purchases being made with the vendor.
 - a. If under \$3,500 or infrequent purchasing, CAP generates standard POs.
 - b. If over \$3,500 with frequent purchasing, CAP continues with the BPA.
- 4) Once it is a new FY, the Agency requesting staff enters the PR for the amount the budget allows for.
- 5) CAP generates the BPA and the blanket purchase order (BPO) with the max/target value and submits them to the manager of CAP for approval.
- 6) Upon approval, CAP generates a new fiscal year blanket purchase agreement purchase order (BPAPO) for receiving and paying invoices. CAP also uses SAP to generate a new BPA with the terms of the agreement.
- 7) Specific staff are selected that are allowed to order using the BPA number.
- 8) Selected staff place orders throughout the year using the BPA number.

Emergency Procurements

Emergency procurements are any procurements needed to prevent imminent danger, any immediate condition that would significantly affect the health/safety of the public or Agency employees/clients or could have a significant negative financial impact on the Agency, and any other emergencies.

- 1) The GM or his designee can approve and execute the emergency procurement for any amount.
- 2) The PR is entered by Agency staff after the emergency has been resolved.
- 3) Once it is fully approved, CAP generates a PO or other payment type.
- 4) CAP follows up with documentation after the emergency has been resolved
- 5) The GM or his designee will report the details of the emergency at the next scheduled board meeting.

Cooperative and “Piggyback” Procurements

Cooperative procurements are carried out in the interest of two or more public procurement units to gain the benefit of volume purchasing, economies of scale, and/or reduction in administrative expenses. “Piggyback” procurements use another public agency's contract or agreement to gain better prices and terms than can be otherwise obtained on the open market.

- 1) Agency staff will reach out to procure M&S via a PR and attach a scope with what is desired.

For cooperative procurements – steps 2-5 below apply:

- 2) CAP will research to find the best suited contract that meets the needs of the purchaser and falls within their budget. Then CAP will attain quotes from the cooperative contract that was found, and if the contract meets the needs of the department, it will be used for the purchase.
- 3) Agency staff will enter a PR.
- 4) CAP generates a PO using the quoted pricing referencing the cooperative contract on the PO.
- 5) CAP generates a PO using the established procurement process.

For “Piggyback” procurements – steps 2-5 below apply:

- 2) CAP will research other public agencies that have purchased similar M&S. If pricing is found that is lower than what the Agency has currently under contract, CAP will reach out to the public agency to attain their contract and acquire permission

to “Piggyback” off the contract. If that contract meets the needs of the purchaser, CAP will generate a new contract or PO referencing the “Piggybacked” contract. The new contract will then be used for the purchase.

- 3) Agency staff will enter a PR.
- 4) CAP generates a PO using the quoted pricing referencing the “Piggybacked” contract on the PO.
- 5) CAP generates a PO using the established procurement process.

Budgeted Procurements

Budgeted procurements are capital projects and operations and maintenance items that have been specifically identified and included as part of the adopted budget, or as a respective amendment of the adopted budget. Board approval is typically needed for competitively let procurements over \$150,000, but if the competitively-let budgeted procurement is under \$350,000 and specifically identified as a detailed line item in the adopted budget, board approval is not required.

- 1) Agency departments develop their annual budgets and designate planned expenditures that will be made.
- 2) Agency staff may set the procurement up as a project or add it as a line item to the adopted department budget.
- 3) Agency staff will generate a budgeted line-item type PR and attach a screenshot from SAP to the PR with the adopted budget line-item highlighted. A copy of the quote is also attached when a quote has been attained. If no quote has been attained, CAP will assist with attaining a quote.
- 4) The workflow is determined by the price of the PR. A budgeted line-item type PR priced at or above \$150,000 and under \$350,000 will not require board approval in the workflow.
- 5) CAP generates a PO using the established procurement process.

Operations (OPS)

OPS: Physical Receipt

Delivery truck drops off M&S ordered by OPS to the WHSE and, rarely, HQA where it is accepted.

- 1) OPS is notified by the delivery location that the package has arrived and sends staff to retrieve it, or it is scheduled for delivery by WHSE staff.
- 2) If physically received at HQ, then OPS staff open the package, verify the contents, and take the delivery documentation from the packaging, otherwise the WHSE staff will open package, verify the contents, and take the delivery documentation from the packaging.
- 3) If physically received at HQ, then OPS staff upload all the delivery documentation into SharePoint/OneDrive.

OPS: SAP Receiving

Regarding M&S, OPS only completes SAP receiving for Staples and Amazon procurements.

- 1) OPS administrative staff access the delivery documentation in SharePoint/OneDrive.
- 2) Next, they access SAP and then enter the T-Code MIGO to perform receiving.
- 3) Upload the supporting documentation (packing slip, good receipt, receipt, or bill of lading) into SAP.
- 4) OPS administrative staff file original documentation to be kept for approximately one year.
- 5) SAP generates a goods receipt (GR) number for each completed SAP receiving transaction.

Facilities and Water Systems Programs (FWSP)

FWSP: Physical Receipt

- 1) When ordering, FWSP notes the delivery location, whether that is WHSE or a different location.
- 2) Delivery truck drops off M&S ordered by FWSP to the WHSE or other specified location where it is accepted.
- 3) Package is delivered to appropriate location.
 - a. If delivered to WHSE, WHSE technician attaches neon label displaying the name of the WHSE technician who received it and PO number.
 - b. If delivered to a location other than WHSE, the vendor label always lists the name of the IEUA staff that it is addressed to and sometimes lists the PO number.
- 4) FWSP is notified by the delivery location that the package has arrived and sends staff to retrieve it.
- 5) FWSP staff open the package, verify the contents, and take the delivery documentation from the packaging.
- 6) FWSP staff scan delivery documentation into shared department drive/SharePoint.

FWSP: SAP Receiving

Regarding M&S, FWSP only completes SAP receiving for Amazon, Staples, Airgas, and Home Depot procurements.

- 1) FWSP administrative staff access the delivery documentation in shared department drive/SharePoint.
- 2) Next, they access SAP and then enter the T-Code MIGO to perform receiving.

- 3) Upload the supporting documentation (i.e., packing slip, good receipt, bill of lading, etc.) into SAP.
- 4) SAP generates a GR number for each completed SAP receiving transaction

Maintenance (MNT)

MNT: Physical Receipt

- 1) Delivery truck drops off M&S to RP-2, RP-5, or CCWRF.
- 2) IEUA staff verify contents of package, sign for package, and accept package.
- 3) IEUA staff check for delivery documentation.
 - a. If there is delivery documentation, IEUA staff take delivery documentation from the packaging.
 - b. If there is no delivery documentation, a form can be used with necessary approval to perform SAP receiving.
- 4) IEUA staff scan either delivery documentation or form into the computer.
- 5) IEUA staff goes back to computer to retrieve scanned document and attach to email sent to MNT administrative staff.

MNT: SAP Receiving

MNT administrative staff will only perform SAP receiving for other locations: RP-2, RP-5, and Carbon Canyon Water Recycling Facility (CCWRF).

- 1) MNT administrative staff receive email with delivery documentation or approved form from field staff.
- 2) Next, they access SAP and then enter the T-Code MIGO to perform receiving.
- 3) Upload the supporting documentation (i.e., packing slip, good receipt, bill of lading, etc.) into SAP.
- 4) After scanned and attached in SAP, the original documentation is filed in a 6-month retention folder then discarded.
- 5) SAP generates a GR number for each completed SAP receiving transaction

Warehouse (WHSE)

WHSE: Physical and SAP Receiving

- 1) Delivery truck drops off materials and supplies to WHSE.
- 2) WHSE technician verifies contents of package and signs for all packages that will be kept at the WHSE, and, if the package needs to go elsewhere, updates the notes as to where the package needs to go from there.

For inventory items WHSE will complete SAP receiving for – steps 3-7 below apply:

- 3) WHSE technician updates intake log with details for items and takes the receiving documents from the package.
- 4) WHSE technician scans delivery documentation into shared Agency drive and disposes of original copies.
- 5) WHSE administrative staff access scan of delivery documentation from shared Agency drive to perform SAP receiving and upload supporting documentation into SAP.
- 6) In lieu of storing the original documentation, the uploaded documentation is retained in SAP.
- 7) After SAP receiving is complete, SAP generates a goods receipt (GR) number.

For non-inventory items WHSE will complete SAP receiving for – steps 3-7 below apply:

- 3) Other department staff physically receives item according to their own department's physical receipt processes and procedures.
- 4) Other department staff ensure the delivery documentation is made available to WHSE administrative staff according to their own department's processes and procedures.
- 5) WHSE administrative staff access the delivery documentation received from the other department.
- 6) Original documentation storage follows the guidelines of the department physically receiving the document.
- 7) After SAP receiving is complete, SAP generates a goods receipt (GR) number.

For non-inventory items a different department will complete SAP receiving for – steps 3-4 below apply:

- 3) WHSE logs notes/details for items in SAP
- 4) Items are either picked up by or delivered to appropriate department. Other Department completes the rest of the receiving process according to their department's processes and procedures.

Accounting (ACCT): Accounts Payable (AP)

(This narrative was shared with staff for review, any comments provided were incorporated)

Payment Processing

Invoice Intake: As of 2/28/2022, the "Intake/Receiving" processes for the Agency's invoices are performed by two intern

staff.

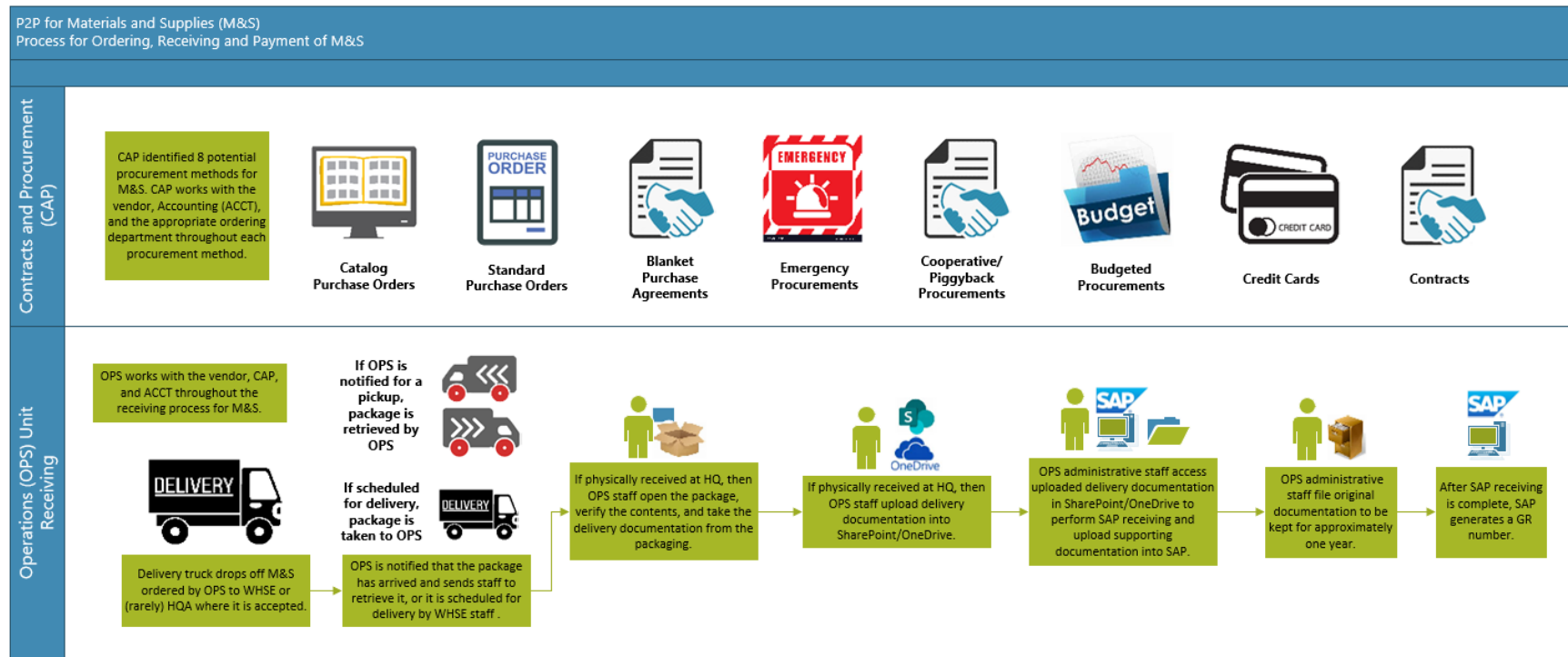
- 1) All invoices received by AP are processed and date-stamped:
 - a. Hardcopy invoices are date-stamped, scanned daily, and cataloged.
 - b. Electronic invoices are electronically stamped when received.
- 2) After the mail is opened or the email is downloaded, all incoming invoices are logged on a spreadsheet and the following information is recorded: date received, email or surface (post) mail, vendor name, invoice number, invoice date, and invoice amount.
- 3) All goods and services invoices are entered into the SAP system and posted to the “Invoice Held” feature (SAP transaction code: MIR6 or FMFG_HELD, *Invoice Overview: Invoice Documents*).
 - a. Relevant information from the invoice is entered in step three (3) above: invoice receipt date, invoice date, posting date, (dollar) amount, reference number (invoice number), currency (USD), tax amount (if applicable), text (description), and PO number.
- 4) Once an invoice is entered into this “Invoice Held” feature, it is stored as a temporary document in the temporary table until further processing in the SAP system.

Payment:

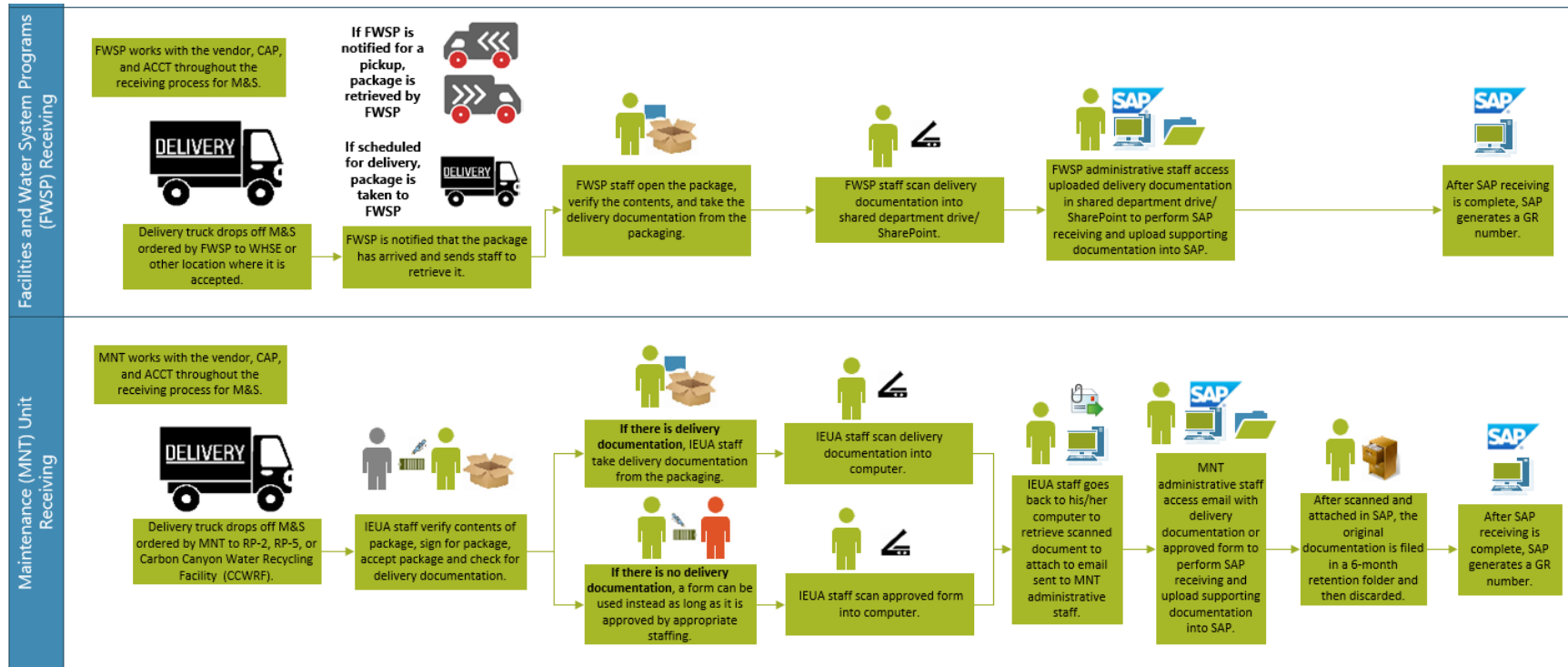
- 5) The starting point for processing M&S payments is the Goods Receipt/Invoice Receipt (GR/IR) report in SAP (transaction code: FBL3N, specified layout). The purpose for using this report is that it identifies all the transactions where the SAP receiving process has been performed. These transactions are waiting for the three-way match to be performed and for payment to be processed.
- 6) After the GR/IR report has been generated, the data/information is sorted to ensure that the oldest goods for which receiving has been performed appear first.
- 7) Using the data/information from the GR/IR report, AP staff process invoices based on their assigned vendors. Once AP staff have their assigned group/population of invoices, then AP staff will identify the vendor whose invoices will be processed. Invoice selection is based on:
 - a. Oldest date
 - b. Highest dollar amount
 - c. Whether the vendor/invoice requires immediate attention
- 8) Once a transaction (line item) is selected for processing, AP staff will perform the three-way match which entails navigating approximately 8-10 screens in SAP to:
 - a. Verify PO information
 - b. Confirm invoice information
 - c. Validate delivery documentation
 - d. Match PO, invoice, and delivery documentation amounts
- 9) After the three-way match has been performed successfully, AP staff proceed to finish processing and posting the transaction in SAP. Then, SAP will post the transaction to the general ledger accounts assigned in the financial system and issue a document number (invoice receipt number). Once all items have been posted, the GR/IR account (upon refresh) shows the transaction has been processed as indicated by the assigned document type. The liability is recognized in SAP upon completion of the 3-way match.
- 10) Once an invoice has been set up, entered, and posted into the financial module (SAP) – SAP “flags” the item as “not due” or “overdue.”
 - a. For an item “not due,” SAP will leave the item as an open payable for scheduling of payment to be completed closer to the due date.
 - b. For an item “overdue,” payment is automatically scheduled for the next payment cycle.
- 11) After all the invoice processing has been completed, AP staff determine which items will be paid in the SAP system.
- 12) ACCT Management will run a “Pre-list” on all the items that will be processed for payment. The “Pre-list” is reviewed by Agency Management, and items that are not included will be researched and reviewed to determine if they should be included in the current payment cycle.
- 13) Once the “Pre-list” has been reviewed by Agency management and the ACCT Unit, then a final list is generated.
- 14) The final list is submitted for processing in the SAP system. An ACH file is sent to the bank for processing and payment while physical checks are printed and mailed to vendors.
- 15) AP emails remittance advice to vendors.

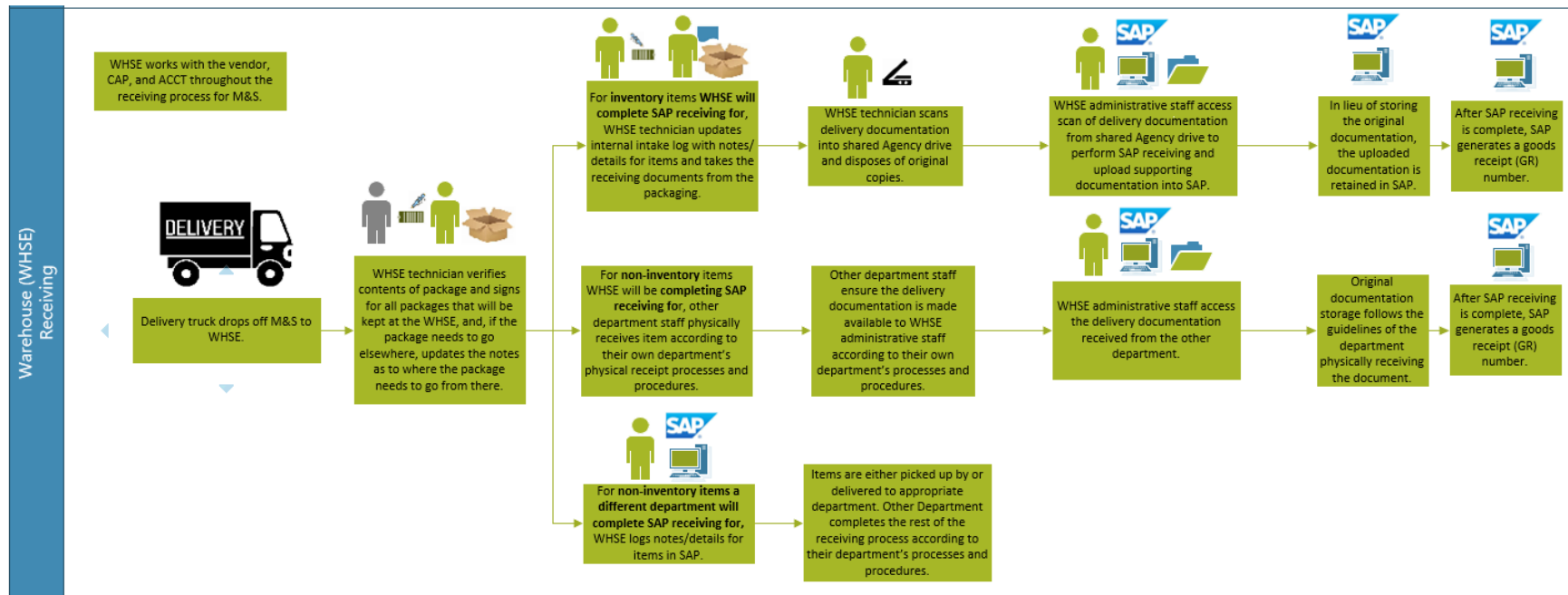
Process Flowchart - P2P Process for Materials and Supplies

The diagram on the this and the following pages provides the overview of the Procure-to-Pay (P2P) process for Materials and Supplies.

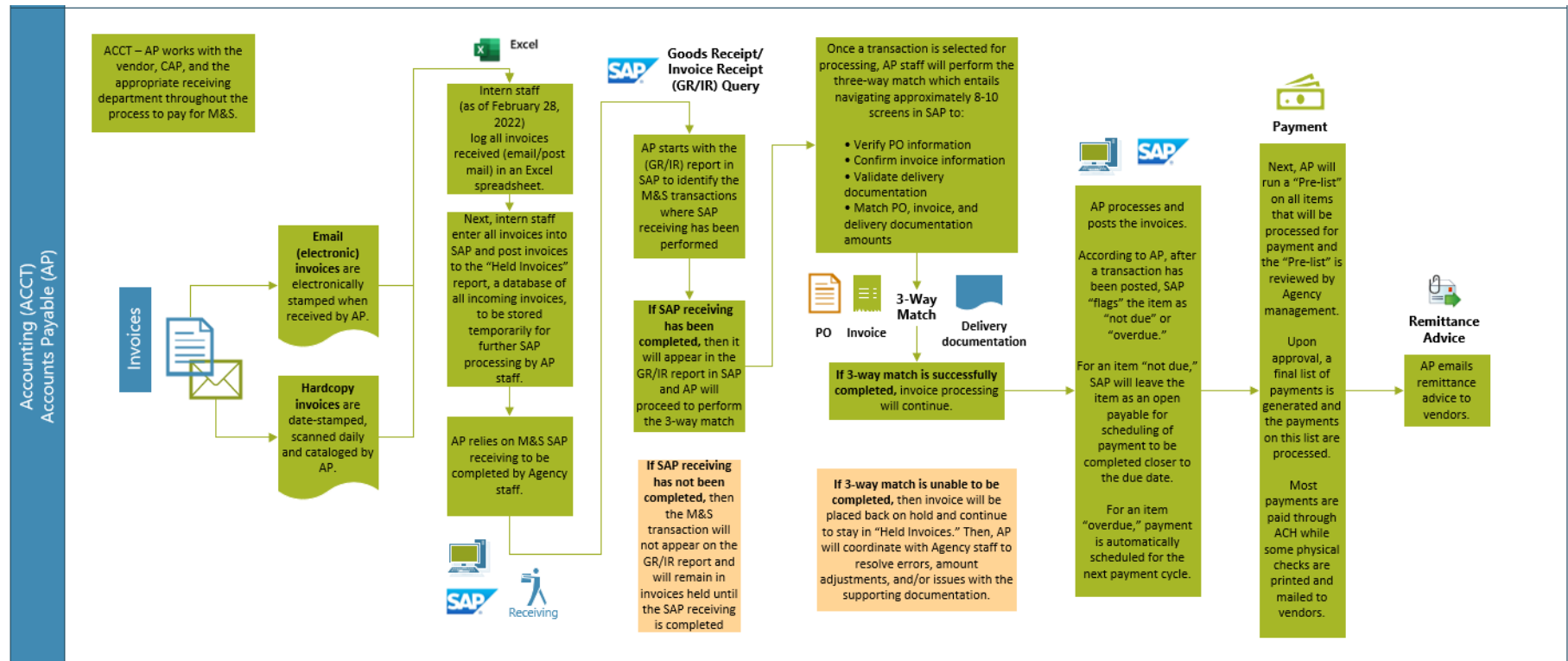


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Procure to Pay Process for Laboratory (Lab) Materials and Supplies (M&S)

Contracts & Procurement (CAP) (See processes for CAP summarized above for all other M&S)

Lab Receiving

(This narrative was shared with staff for review, any comments provided were incorporated)

Lab Unit: All Receiving Except Airgas

- 1) Delivery truck drops off materials and supplies (M&S) ordered by Lab to HQA, Lab or (rarely) Warehouse (WHSE) where it is accepted.
- 2) If package is sent to HQA, Lab is notified by HQA that package has arrived and sends staff to retrieve it. If package is sent directly to Lab, it is accepted there. If package is sent to WHSE, it is delivered from WHSE to Lab, where it is accepted.

If any delivery documentation was sent by the vendor – steps 3-8 below apply:

- 3) Lab staff open the package, verify the contents, and take the delivery documentation from the packaging. Lab staff record notes for receiving, initials and date, all on the delivery documentation.
- 4) Lab staff scan the delivery documentation into a scanned folder, rename the file and move it to the Lab shared department drive. Delivery documentation is then emailed to Engineering administrative staff on a weekly basis, unless many items were received in one day, at which point it is sent that day.
- 5) Lab staff file original documentation to be kept for approximately one year. After one year, the physical copies are forwarded to Records Management for storage and record retention.
- 6) Engineering administrative staff access the delivery documentation in the email and retrieve invoices from ACCT via SharePoint.
- 7) Engineering administrative staff must go through every delivery document to match the delivery documents to the corresponding invoices. This step can take a long period of time, especially when the delivery document to invoice match is not a one-to-one match (e.g., multiple delivery documents correspond to multiple invoices, multiple delivery documents correspond to one invoice, etc.) – as often happens with the Lab vendor Fisher Scientific.
- 8) Engineering administrative staff complete SAP receiving. After an SAP receiving entry is complete, SAP generates a goods receipt (GR) number.

If no delivery documentation was sent by the vendor – steps 3-7 below apply:

- 3) Once time is available after Lab staff realize that the package has arrived and no delivery documentation has been sent, Lab staff notify Engineering administrative staff that no delivery documentation was received and inform Engineering administrative staff regarding who needs to approve the invoice via DocuSign.
- 4) Engineering administrative staff retrieve invoices from ACCT via SharePoint and create a DocuSign request that sends the corresponding invoice to Lab staff to be approved via DocuSign.
- 5) Lab staff verify the order using the invoice, approve the invoice via DocuSign if all is correct, and DocuSign notifies Engineering administrative staff that it is signed.
- 6) Engineering administrative staff access the approved invoice.
- 7) Engineering administrative staff complete SAP receiving. After an SAP receiving entry is complete, SAP generates a goods receipt (GR) number.

Lab Unit: Airgas Non-Rental Receiving

- 1) Airgas sends full tanks to Lab, and Lab sends back empty tanks.
- 2) A hard copy receipt is provided to Lab staff. Lab staff verify the order and then initial and date the hard copy receipt.
- 3) Lab staff scan the hard copy receipt into a scanned folder, rename the file and move it to the Lab shared department drive. Hard copy receipts and delivery documentation from other orders are then emailed to Engineering administrative staff on a weekly basis, unless many items were received in one day, at which point it is sent that day.
- 4) Lab staff file hard copy receipts with other delivery documentation to be kept for approximately one year. After one year, the physical copies are forwarded to Records Management for storage and record retention.

- 5) Engineering administrative staff access the hard copy receipts and delivery documentation from other orders in the email and retrieve invoices from ACCT via SharePoint.
- 6) Engineering administrative staff match the hard copy receipts to the corresponding invoices.
- 7) Engineering administrative staff complete SAP receiving. After an SAP receiving entry is complete, SAP generates a goods receipt (GR) number.

Lab Unit: Airgas Rental Receiving

- 1) Airgas sends rental tanks to the Lab.
- 2) Lab staff inform Engineering administrative staff regarding who needs to approve the invoice via DocuSign.
- 3) Engineering administrative staff retrieve invoices from ACCT via SharePoint and create a DocuSign request that sends the corresponding invoice to Lab staff to be to be approved via DocuSign.
- 4) Lab staff verify the order using the invoice, approve the invoice via DocuSign if all is correct, and DocuSign notifies Engineering administrative staff that it is signed.
- 5) Engineering administrative staff access the approved invoice.
- 6) Engineering administrative staff complete SAP receiving. After an SAP receiving entry is complete, SAP generates a goods receipt (GR) number.

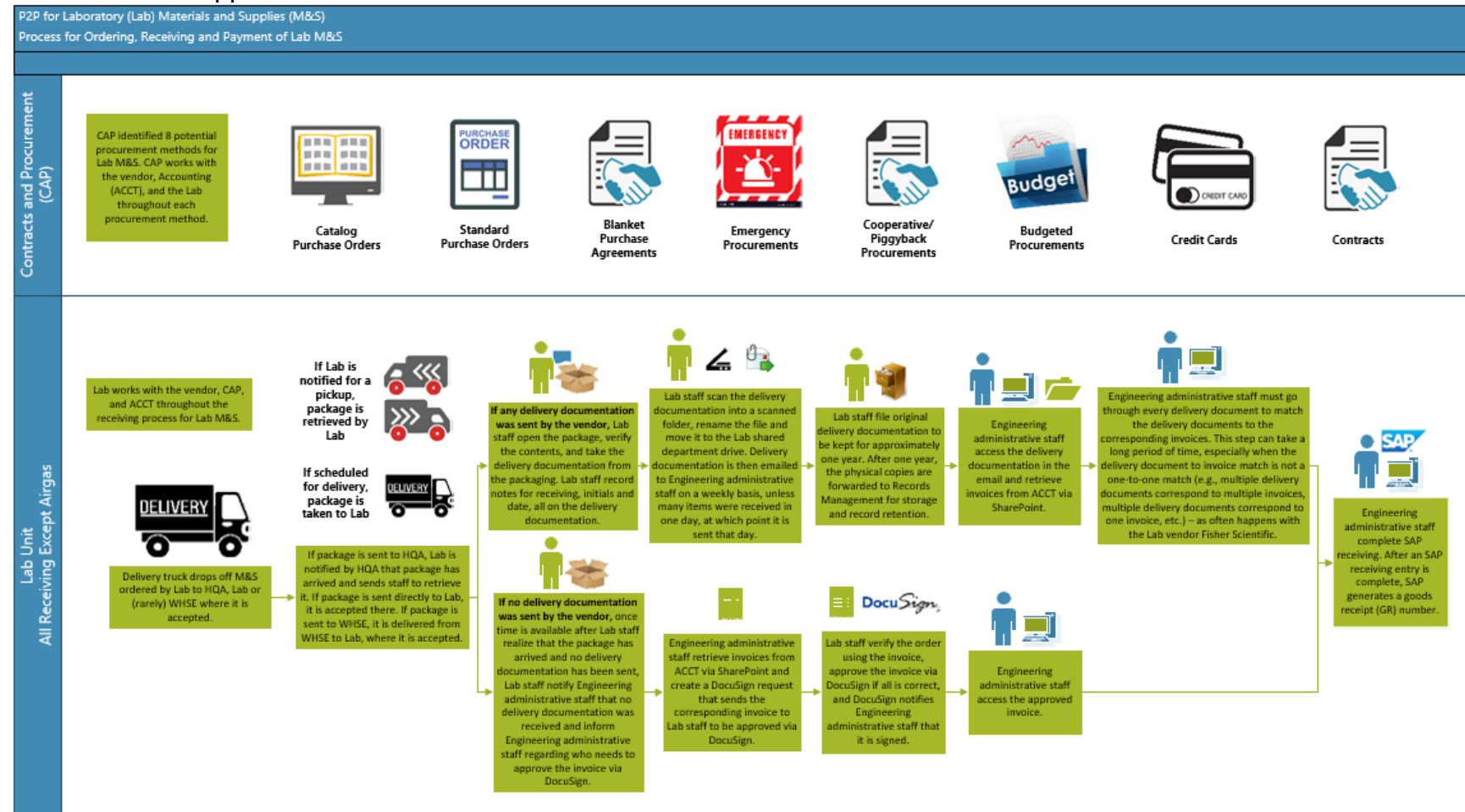
Accounting (ACCT): Accounts Payable (AP)

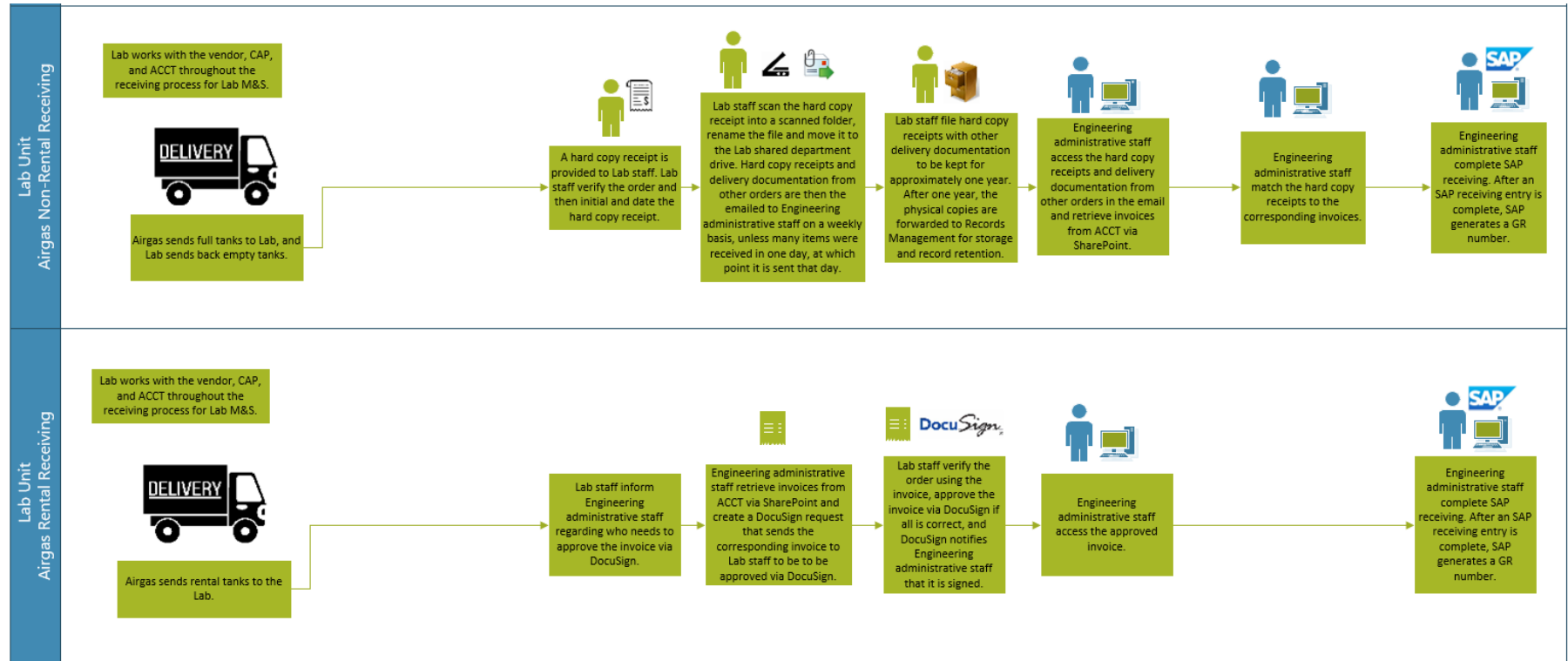
(See processes for Accounting summarized above for all other M&S)

(This narrative was shared with staff for review, any comments provided were incorporated)

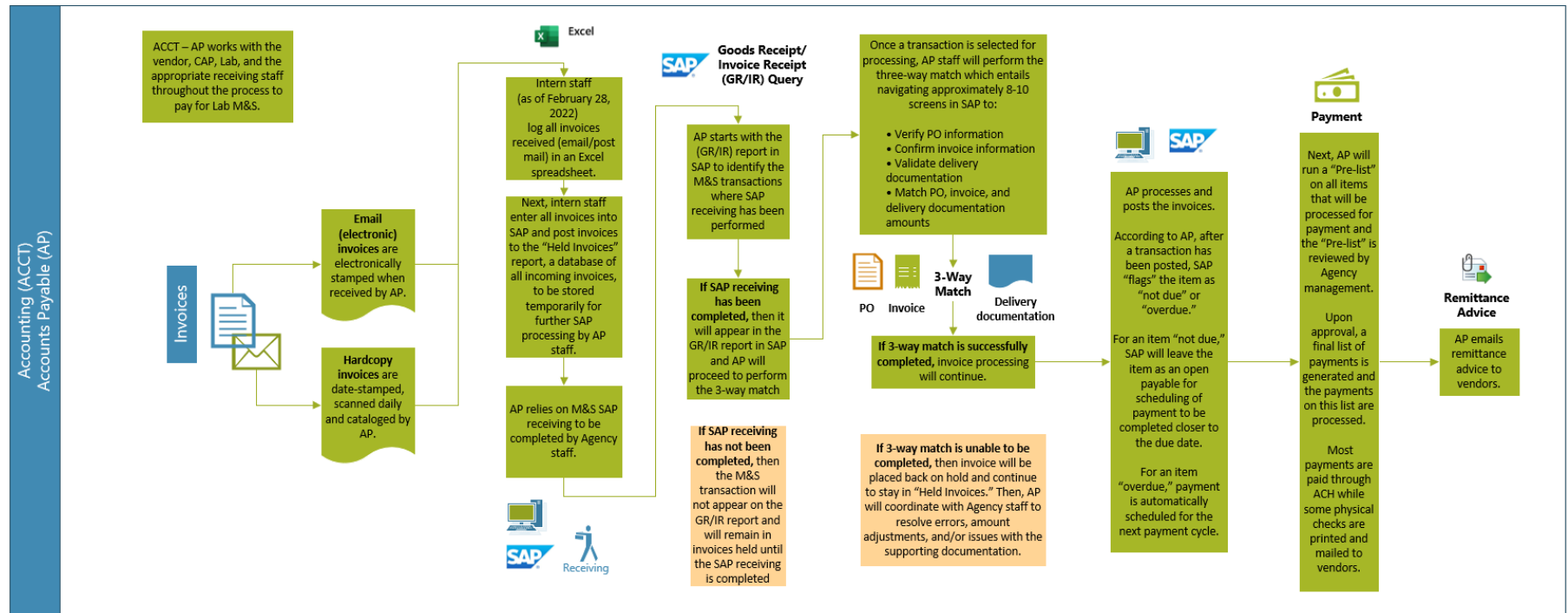
Process Flowchart - P2P Process for Lab Materials and Supplies

The diagram on this and the following pages provides the overview of the Procure-to-Pay (P2P) process for Lab Materials and Supplies.





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Detailed Audit Testing and Analysis

Using the Accounts Payable Monitoring Report for fiscal year 2021-22 (as of September 13, 2022). IA judgmentally selected a total of thirty-five (35) invoices/transactions that were recorded in SAP as paid between 12 and 340 days late (after the invoice due date in SAP). IA applied testing procedures to evaluate the 35 items selected. IA calculated different metrics to determine the timeliness of receiving and payments. IA's review showed the following observations (findings and observation have been used to create the recommendations included in the matrix above):

Overall

Late Payment

- 33 of 35 or 94% of items selected were actually paid late (after the invoice due date). (Sample No. 1, 2, 3, 4, 5, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 34, 35)

Cancelled/Data Entry Error

- 1 of 35 or 3% of items selected was incorrectly listed as a late payment in SAP due to a data entry error when it was not actually a late payment according to the source document. (Sample No. 33)
- 1 of 35 or 3% of items selected appears to be a duplicate transaction that was created and cancelled after payment after the late payment was issued. (Sample No. 6)

SAP Receiving

Late SAP Receiving (Longer than 30 Days)

- 11 of the 35 or 31% of items selected were received in SAP more than 30 days after the delivery date. (Sample No. 2, 5, 8, 18, 20, 24, 25, 26, 27, 31, 32)

No SAP Receiving Information

- 3 of the 35 or 9% of items selected did not show SAP receiving information under the listed PO number and were paid via check request (VM). (Sample No. 15, 21, 22). In two of the three instances it appears a check request was issued to remove a credit hold by paying off the balance. (Sample No. 21, 22)

Processes and Procedures and/or Accuracy of Data

- 1 of 35 or 3% of items selected showed the wrong invoice and delivery document attached to the goods receipt number in the material management module in SAP while only the correct invoice was attached in the financial module. (Sample. No. 18). Supporting documentation corresponding to the order should be attached in the materials management module when SAP receiving is completed.

Payment Processing

Late Payment Processing (Longer than 30 Days)

- **18 of 35 or 51% of items selected were processed for payment more than 30 days after SAP receiving was completed (not including partial shipments):**
 - 16 of the 35 or 46% of items selected were processed for payment more than 30 days after SAP receiving was completed and were for goods received (not including partial shipments). (Sample No. 1, 4, 7, 9, 10, 11, 12, 13, 16, 17, 19, 23, 27, 29, 30, 32)
 - 2 of the 35 or 6% of items selected, included billing for services, and showed more than 30 days between the SAP receiving process and the date of payment processing by AP staff in SAP. (Sample No. 34, 35).

Late Invoice Acknowledgement (Longer than 30 Days)

- 7 of the 35 or 20% of items selected showed longer than 30 days between the invoice date and the date AP staff documented on the invoice that they acknowledged the receipt of the invoice. (Sample No. 1, 8, 11, 19, 20, 29, 34)

Late Payment After Processing (Longer than 30 Days)

- 1 of the 35 or 3% of items selected showed that the payment date in SAP was more than 30 days after the date the payment was processed in SAP. (Sample No. 27).

Processes and Procedures and/or Accuracy of Data

- 7 of the 35 or 20% of items selected showed different payment terms on the invoice than the payment terms entered into SAP. (Sample No. 3, 5, 24, 25, 26, 34, 35)
- 2 of the 35 or 6% of items selected showed that the document date (invoice date) was inputted into SAP incorrectly (Sample No. 24, 33). Sample No. 33 was incorrectly listed as a late payment in SAP due to this data entry error when it was not actually a late payment according to the source document.

Delayed Shipments and/or Credits

- 2 of 35 or 6% of items selected were paid late (after the invoice due date) and included partial shipments of the order. (Sample No. 3, 14). It appears that accounting does not have procedures in place to process partial payment in orders where partial receiving is completed for partial shipments. Therefore, this may be a reason for a delay in timely receiving and payment.

Background Information

The units evaluated were Operations, Maintenance, Warehouse and Facilities and Water System Programs which fall under the Technical Resources Division.

Top 10 Materials and Supplies Vendors Based on Payment Totals From the Agency to Materials and Supplies Vendors Fiscal Year 2021-2022		
Vendor	Category	Payment Amount
ROYAL INDUSTRIAL SOLUTIONS	WHSE, OPS, MNT	\$537,272
AGILENT TECHNOLOGIES	LAB	341,595
DELL MARKETING L P	MNT	205,570
HACH COMPANY	WHSE, MNT, LAB	194,283
GRAINGER INC	WHSE, OPS, MNT, LAB	182,210
CINTAS CORPORATION	OPS	166,445
VAUGHAN'S INDUSTRIAL REPAIR CO INC	MNT	153,805
CS-AMSCO	MNT	129,791
FISHER SCIENTIFIC	WHSE, OPS, LAB	128,410
JCE EQUIPMENT INC	MNT	116,580
Source: FY 2021-2022 AP Monitoring Report run September 13, 2022. The M&S vendors included were identified by receiving units included in the audit that responded (OPS, WHSE, MNT & LAB – NOT FWSP because FWSP did not respond). The “Category” column represents the unit(s) that identified the vendor. Chemical vendors already considered in the Review of P2P Processes for Chemicals were excluded. The dollar figures are based on the amounts remitted to vendors (ZA & ZC types on the AP Monitoring Report). The amounts include goods and services purchased with the identified materials and supplies vendors.		

Payment Timeliness for Materials and Supplies Vendors Fiscal Year 2021-2022		
Timeliness	Number (#) of Transactions	Percentage of Transactions
On Time	1043	29%
Late	2532	71%
Total	3575	100%
Source: FY 2021-2022 AP Monitoring Report run September 13, 2022. The M&S vendors included were identified by receiving units included in the audit that responded (OPS, WHSE, MNT & LAB – NOT FWSP because FWSP did not respond). Chemical vendors already considered in the Review of P2P Processes for Chemicals were excluded. The number of transaction figures are based on the PO and non-PO invoices (VI & VM types on the AP Monitoring Report). The transactions include goods and services transactions with the identified materials and supplies vendors.		

Number of Transactions with Materials and Supplies Vendors by Dollar Amount Fiscal Year 2021-2022			
Amount Category	Number of Transactions	Percentage	Total Dollar Amount
Over \$10,000	69	2%	\$2,465,124
Over \$3,500 up to \$10,000	172	5%	946,093
Over \$1,000 up to \$3,500	542	15%	981,837
Over \$500 up to \$1,000	422	12%	290,225
From \$0 up to \$500	2,370	66%	408,091
Total	3,575	100%	\$5,091,369
Source: FY 2021-2022 AP Monitoring Report run September 13, 2022. The M&S vendors included were identified by receiving units included in the audit that responded (OPS, WHSE, MNT & LAB – NOT FWSP because FWSP did not respond). Chemical vendors already considered in the Review of P2P Processes for Chemicals were excluded. The dollar figures are based on the PO and non-PO invoice amounts (VI & VM types on the AP Monitoring Report). The amounts and transactions include goods and services transactions with the identified materials and supplies vendors.			

Water Quality Laboratory

The Lab's mission statement:

To provide high quality, reliable, analytical support to the Agency in its efforts to protect the public's health and environment in accordance with Environmental Laboratory Accreditation Program (ELAP) Quality Assurance/ Quality Control requirements.

Staffing for the Lab is at sixteen (16) personnel (14 full-time equivalents and two (2) limited-term positions) as of November 8, 2022.

Laboratory's – Materials & Supplies purchased

The Lab purchases many different types of materials and supplies to conduct day-to-day business operations and perform water quality testing. Below are some examples of materials and supplies that are purchased by the Lab:



These materials and supplies and many other different kinds are either delivered to:

- IEUA’s Headquarters Building A (front receptionist) and picked up by Lab staff
- Lab’s physical location (behind Headquarters Building B), or
- Agency’s Warehouse, and then delivered to Lab’s physical location.

Receiving & Invoice Analysis for Laboratory’s Goods and Services

For all goods, materials, supplies procured by the Lab, 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 makes the purchase and processes the payment, verifies, and confirms the information of the goods purchased (i.e., quantities received, description, etc.) and the professional services were in fact performed.

In the second quarter of 2022, the IT department developed a report called *Goods Receiving and Invoice Payment Tracker (GRIPT) report*. The purpose of the report is to *measure the number of days it took to perform the Receiving function and the number of days it took to pay the vendor invoices and provides an “aging” of the information*. IA ran the GRIPT for the **Laboratory only**, and the table below shows the quantity and aging of the receiving transactions for **materials and supplies only**:

Water Quality Laboratory Only Receiving function in SAP – Materials and Supplies (GL Account Category) (Count of Distinct GR Documents with Days to Receive) Data as of November 21, 2022				
<i>Number of days to Receive in SAP</i>	FY 2020-21	%	FY 2021-22	%
1-7 days	218	61%	76	20%
8-14 days	74	21%	54	14%
15-30 days	52	15%	120	31%
31-60 days	8	2%	32	8%
61-90 days	4	1%	20	5%
90 or more days	0	0%	81	21%
Totals	356		383	100%

Source: Goods Receiving and Invoice Payment Tracker Report, GR Entry Date: 7/1/2020-6/30/2021 and 7/1/2021-6/30/2022,
Company Code 1000, Laboratory Cost Centers only

From the GRIPT report, the data shows 82% for FY2021 and 34% for FY2022, of all purchases were received within 14 days. For the Lab’s Materials and Supplies, the receiving decreased from one fiscal year to the next year.

Assuming payment terms are net 30 days, *Receiving* should be completed within the first 15 days of the purchase date to provide sufficient time for Accounting to process the transactions for payment. Any transactions received after 15 days may not provide a reasonable amount of time to be paid on time.

For the same set of transactions (goods receiving transactions), the *GR Receiving and Invoice Payment Tracker report* also measures the number of days to pay the associated invoices and tracks the number of invoices paid on time and the number of days past due. The table below summarizes the information for invoices:

Water Quality Laboratory Only Vendor Payment Processing in SAP - Materials and Supplies (GL Account Category) <i>(Count of Vendor invoices Paid and Past Due)</i> Data as of November 21, 2022				
	FY 2020-21		FY 2021-22	
	No. of Invoices	Percentage of Invoices	No. of Invoices	Percentage of Invoices
Paid on Time	236	72%	56	16%
Past due 1-30 days (paid one month late)	69	21%	90	26%
Past due 31-60 days (paid 2 months late)	18	5%	50	14%
Past due 61-90 days (paid 3 months late)	3	1%	55	16%
Past due over 90 days (paid 4 months late)	4	1%	95	27%
Totals	330	100%	346	100%

Source: Goods Receiving and Invoice Payment Tracker Report, GR Entry Date: 7/1/2020-6/30/2021 and 7/1/2021-6/30/2022,
Company Code 1000, Laboratory Cost Centers only

Using the data from the GRIPT report, the results note that 72% in FY2021 and 16% in FY2022, of all purchases for the materials and supplies were paid on time and the remainder were paid late. The payment processes for the Lab's Materials and Supplies decreased from one fiscal year to the next by 56%.

Attachment 1

Procure to Pay Processes for Materials and Supplies
Items Selected for Detailed Analysis
Fiscal Year 2021-2022

Sample Number	Vendor Name	Amount	PO Number	Goods Receipt Number	Invoice #	Invoice Date (From source documentation when available and different from SAP, otherwise from SAP)	Date Invoice Acknowledged by AP (If information was available)	Delivery Date (From source documentation when available, otherwise from SAP)	Date Receiving was Performed in SAP	Date Payment Processed by AP staff	Date Paid per SAP	Payment Terms (From source documentation when available and different from SAP, otherwise from SAP)	Number of Days Between Delivery Date and Receiving in SAP	Number of Days from the Invoice Date to the Date AP Acknowledged Receipt of Invoice (If information was available)	Number of Days Between Completion of SAP Receiving and Date Payment Processed by AP Staff	Number of Days Between Date Payment Processed by AP Staff and Date Paid per SAP	Number of Days for the Agency to Pay for the Invoice AFTER the Invoice Due Date (From source documentation when available and different from SAP, otherwise from SAP)	Number of Days from the Invoice Date to the Date Paid	Number of Days from the Delivery Date to the Date Paid
						(A)	(B)	(C)	(D)	(E)	(F)	(G)	(D) - (C)	(B) - (A)	(E) - (D)	(F) - (E)	(F) - [(A) + (G)]	(F) - (A)	(F) - (C)
1	CITY TOOL WORKS INC	\$280.00	4500038767	5000186603	018700	9/14/2021	7/13/2022	9/13/2021	9/14/2021	7/13/2022	7/14/2022	30	1	302	302	1	273	303	304
2	CS-AMSCO	\$50,011.53	4500037899	5000185692	16997	7/12/2021	7/12/2021	7/14/2021	8/18/2021	8/25/2021	8/26/2021	30	35	0	7	1	15	45	43
3	DELL MARKETING LP	\$38,408.53	4500039813	5000193611	10574956783	4/7/2022	N/A	3/7/2022	3/8/2022	7/25/2022	7/26/2022	45	1	N/A	139	1	65	110	141
				5000194890				4/5/2022	4/6/2022				1	N/A	110	1			112
4	DXP ENTERPRISES INC	\$49,742.41	4500037474	5000183541	52160378	5/28/2021	N/A	6/11/2021	6/14/2021	8/12/2021	8/12/2021	30	3	N/A	59	0	46	76	62
5	GRAINGER INC	\$171.33	4500038533	5000197083	9015584775	8/9/2021	8/10/2021	8/12/2021	6/1/2022	6/2/2022	6/7/2022	45	293	1	1	5	257	302	299
6	RSD	\$4,391.55	4500036245	Cancelled	55338681-01	8/4/2021	Cancelled	Cancelled	Cancelled	Cancelled	Cancelled	30	Cancelled	Cancelled	Cancelled	Cancelled	Cancelled	Cancelled	Cancelled
7	SHANLEY PUMP & EQUIPMENT INC	\$23,895.00	4500039667	5000193217	0049915-IN	2/17/2022	2/23/2022	2/23/2022	2/24/2022	4/25/2022	4/26/2022	30	1	6	60	1	38	68	62

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Sample Number	Vendor Name	Amount	PO Number	Goods Receipt Number	Invoice #	Invoice Date (From source documentation when available and different from SAP, otherwise from SAP)	Date Invoice Acknowledged by AP (If information was available)	Delivery Date (From source documentation when available, otherwise from SAP)	Date Receiving was Performed in SAP	Date Payment Processed by AP staff	Date Paid per SAP	Payment Terms (From source documentation when available and different from SAP, otherwise from SAP)	Number of Days Between Delivery Date and Receiving in SAP	Number of Days from the Invoice Date to the Date AP Acknowledged Receipt of Invoice (If information was available)	Number of Days Between Completion of SAP Receiving and Date Payment Processed by AP Staff	Number of Days Between Date Payment Processed by AP Staff and Date Paid per SAP	Number of Days for the Agency to Pay for the Invoice AFTER the Invoice Due Date (From source documentation when available and different from SAP, otherwise from SAP)	Number of Days from the Invoice Date to the Date Paid	Number of Days from Delivery Date to Payment
						(A)	(B)	(C)	(D)	(E)	(F)	(G)	(D) - (C)	(B) - (A)	(E) - (D)	(F) - (E)	(F) - [(A) + (G)]	(F) - (A)	(F) - (C)
8	WEST COAST SAFETY SUPPLY CO INC	\$87,890.58	4500037761	5000186216	3670585	6/30/2021	8/31/2021	6/30/2021	9/1/2021	9/8/2021	9/9/2021	30	63	62	7	1	41	71	71
9	AMAZON BUSINESS	\$3,640.97	4500039014	5000188399	144T-MVTQ-LL3V	10/31/2021	11/1/2021	11/2/2021	11/2/2021	5/3/2022	5/5/2022	30	0	1	182	2	156	186	184
10	AMAZON BUSINESS	\$440.37	4500038579	5000186187	1FKW-VYDJ-MJDP	8/18/2021	8/18/2021	8/31/2021	8/31/2021	3/31/2022	3/31/2022	30	0	0	212	0	195	225	212
11	CUMMINS SALES AND SERVICE	\$5,137.47	4500038024	5000185636	X5-49056	7/20/2021	9/17/2021	7/21/2021	8/17/2021	9/30/2021	10/4/2021	30	27	59	44	4	46	76	75
12	HACH COMPANY	\$2,553.71	4500039381	5000191026	12816887	12/30/2021	N/A	1/5/2022	1/6/2022	5/25/2022	5/26/2022	30	1	N/A	139	1	117	147	141
13	HARRINGTON INDUSTRIAL PLASTICS LLC	\$5,266.87	4300000007	5000187572	012L4144	10/8/2021	10/11/2021	10/8/2021	10/11/2021	12/23/2021	12/23/2021	30	3	3	73	0	46	76	76
14	HARRINGTON INDUSTRIAL PLASTICS LLC	\$187.18	4300000007	5000185626	012L3053	8/9/2021	8/9/2021	8/9/2021	8/17/2021	7/27/2022	7/28/2022	30	8	0	344	1	323	353	353
				5000195804				4/27/2022	4/28/2022				1	0	90	1			92

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Sample Number	Vendor Name	Amount	PO Number	Goods Receipt Number	Invoice #	Invoice Date (From source documentation when available and different from SAP, otherwise from SAP)	Date Invoice Acknowledged by AP (If information was available)	Delivery Date (From source documentation when available, otherwise from SAP)	Date Receiving was Performed in SAP	Date Payment Processed by AP staff	Date Paid per SAP	Payment Terms (From source documentation when available and different from SAP, otherwise from SAP)	Number of Days Between Delivery Date and Receiving in SAP	Number of Days from the Invoice Date to the Date AP Acknowledged Receipt of Invoice (If information was available)	Number of Days Between Completion of SAP Receiving and Date Payment Processed by AP Staff	Number of Days Between Date Payment Processed by AP Staff and Date Paid per SAP	Number of Days for the Agency to Pay for the Invoice AFTER the Invoice Due Date (From source documentation when available and different from SAP, otherwise from SAP)	Number of Days from the Invoice Date to the Date Paid	Number of Days from the Delivery Date to the Date Paid
						(A)	(B)	(C)	(D)	(E)	(F)	(G)	(D) - (C)	(B) - (A)	(E) - (D)	(F) - (E)	(F) - [(A) + (G)]	(F) - (A)	(F) - (C)
15	HASCO OIL COMPANY, INC.	\$10,069.01	4300000064	No receiving information	0246979-IN	6/1/2022	6/6/2022	No receiving information	No receiving information	8/3/2022	8/4/2022	30	No receiving information	5	No receiving information	1	34	64	No receiving information
16	HASCO OIL COMPANY, INC.	\$9,616.35	4300000064	5000190057	0243626-IN	12/6/2021	12/8/2021	12/7/2021	12/8/2021	1/31/2022	2/3/2022	30	1	2	54	3	29	59	58
17	MCMaster-CARR SUPPLY CO	\$2,982.17	4500038950	5000187698	66466843	10/11/2021	10/12/2021	10/12/2021	10/13/2021	12/7/2021	12/9/2021	30	1	1	55	2	29	59	58
18	MCMaster-CARR SUPPLY CO	\$2,367.14	4300000045	5000192440	64650619	9/8/2021	9/9/2021	9/8/2021	2/3/2022	2/7/2022	2/10/2022	30	148	1	4	3	125	155	155
19	NAPA GENUINE PARTS COMPANY	\$2,999.75	4300000010	5000185282	4854-340673	7/6/2021	10/6/2021	7/6/2021	8/2/2021	10/6/2021	10/7/2021	30	27	92	65	1	63	93	93
20	NAPA GENUINE PARTS COMPANY	\$111.75	4300000049	5000187235	4584-341739	7/20/2021	10/6/2021	7/20/2021	9/30/2021	10/7/2021	10/7/2021	30	72	78	7	0	49	79	79
21	AIRGAS USA LLC	\$673.69	4500037047	No receiving information	9114857231	6/28/2021	6/30/2021	No receiving information	No receiving information	8/17/2022	6/30/2022	30	No receiving information	2	No receiving information	-48 ¹	337	367	No receiving information
22	AIRGAS USA LLC	\$196.88	4500033433	No receiving information	9114928076	6/30/2021	N/A	No receiving information	No receiving information	8/17/2022	6/30/2022	30	No receiving information	N/A	No receiving information	-48 ¹	335	365	No receiving information

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Sample Number	Vendor Name	Amount	PO Number	Goods Receipt Number	Invoice #	Invoice Date (From source documentation when available and different from SAP, otherwise from SAP)	Date Invoice Acknowledged by AP (If information was available)	Delivery Date (From source documentation when available, otherwise from SAP)	Date Receiving was Performed in SAP	Date Payment Processed by AP staff	Date Paid per SAP	Payment Terms (From source documentation when available and different from SAP, otherwise from SAP)	Number of Days Between Delivery Date and Receiving in SAP	Number of Days from the Invoice Date to the Date AP Acknowledged Receipt of Invoice (If information was available)	Number of Days Between Completion of SAP Receiving and Date Payment Processed by AP Staff	Number of Days Between Date Payment Processed by AP Staff and Date Paid per SAP	Number of Days for the Agency to Pay for the Invoice AFTER the Invoice Due Date (From source documentation when available and different from SAP, otherwise from SAP)	Number of Days from the Invoice Date to the Date Paid	Number of Days from the Delivery Date to the Date Paid
						(A)	(B)	(C)	(D)	(E)	(F)	(G)	(D) - (C)	(B) - (A)	(E) - (D)	(F) - (E)	(F) - [(A) + (G)]	(F) - (A)	(F) - (C)
23	AIRGAS USA LLC	\$1,069.85	4500037047	5000189969	9120024239	11/19/2021	11/24/2021	11/19/2021	12/6/2021	2/25/2022	3/3/2022	30	17	5	81	6	74	104	104
24	FISHER SCIENTIFIC	\$1,515.42	4500036484	5000198667	9260676	6/8/2021	6/9/2021	7/23/2021	6/30/2022	7/5/2022	7/5/2022	45	342	1	5	0	347	392	347
25	FISHER SCIENTIFIC	\$8,078.56	4300000060	5000194591	4944024	7/20/2021	N/A	7/20/2021	3/29/2022	4/21/2022	4/21/2022	45	252	N/A	23	0	230	275	275
26	FISHER SCIENTIFIC	\$164.80	4500036484	5000198951	3797005	7/7/2021	7/8/2021	8/21/2021	7/7/2022	7/11/2022	7/12/2022	45	320	1	4	1	325	370	325
27	DOWNS ENERGY	\$1,738.97	4300000002	5000185453	0281997-IN	6/24/2021	6/28/2021	6/24/2021	8/10/2021	11/18/2021	12/31/2021	30	47	4	100	43	160	190	190
28	DOWNS ENERGY	\$9,659.10	4300000055	5000194477	0294117-IN	3/7/2022	3/9/2022	3/7/2022	3/29/2022	4/18/2022	4/18/2022	30	22	2	20	0	12	42	42
29	INDUSTRIAL RUBBER & SUPPLY INC	\$1,187.08	4500038393	5000185106	51190	7/9/2021	8/19/2021	7/8/2021	7/26/2021	10/12/2021	10/14/2021	30	18	41	78	2	67	97	98
30	INLAND EMPIRE WINDUSTRIAL CO	\$2,531.46	4500040261	5000198385	040044 01	6/9/2022	6/14/2022	6/29/2022	6/29/2022	8/23/2022	8/23/2022	30	0	5	55	0	45	75	55

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Sample Number	Vendor Name	Amount	PO Number	Goods Receipt Number	Invoice #	Invoice Date (From source documentation when available and different from SAP, otherwise from SAP)	Date Invoice Acknowledged by AP (If information was available)	Delivery Date (From source documentation when available, otherwise from SAP)	Date Receiving was Performed in SAP	Date Payment Processed by AP staff	Date Paid per SAP	Payment Terms (From source documentation when available and different from SAP, otherwise from SAP)	Number of Days Between Delivery Date and Receiving in SAP	Number of Days from the Invoice Date to the Date AP Acknowledged Receipt of Invoice (If information was available)	Number of Days Between Completion of SAP Receiving and Date Payment Processed by AP Staff	Number of Days Between Date Payment Processed by AP Staff and Date Paid per SAP	Number of Days for the Agency to Pay for the Invoice AFTER the Invoice Due Date (From source documentation when available and different from SAP, otherwise from SAP)	Number of Days from the Invoice Date to the Date Paid	Number of Days from the Delivery Date to the Date Paid
						(A)	(B)	(C)	(D)	(E)	(F)	(G)	(D) - (C)	(B) - (A)	(E) - (D)	(F) - (E)	(F) - [(A) + (G)]	(F) - (A)	(F) - (C)
31	INLAND EMPIRE WINDUSTRIAL CO	\$300.23	4300000005	5000198101	038487 01	2/15/2022	2/17/2022	2/15/2022	6/23/2022	6/29/2022	6/30/2022	30	128	2	6	1	105	135	135
32	RBM LOCK & KEY	\$379.11	4500039840	5000194035	2145186	1/26/2022	N/A	1/26/2022	3/21/2022	5/5/2022	5/5/2022	30	54	N/A	45	0	69	99	99
33	RSD	\$6,924.02	4300000013	5000197095	55362276-00	5/23/2022	5/25/2022	5/20/2022	6/2/2022	6/2/2022	6/7/2022	30	13	2	0	5	-15 ²	15	18
34	CINTAS CORPORATION (Service Included)	\$2,810.69	4500038422	5000185125	4089226406	7/7/2021	11/2/2021	Service	7/22/2021	11/16/2021	11/18/2021	34	Service	118	117	2	100	134	Service
35	CINTAS CORPORATION (Service Included)	\$1,104.40	4500038422	5000185439	4092083803	8/5/2021	N/A	Service	8/10/2021	2/2/2022	2/3/2022	36	Service	N/A	176	1	146	182	Service

¹ Negative values from Sample No. 21 and 22 for “Number of Days Between Date Payment Processed by AP Staff and Date Paid per SAP” are due to backdating of the “Date Paid” when the payment was processed by AP staff after the “Date Paid.”

² -15 entry from Sample No. 33 in “Number of Days for the Agency to Pay for the Invoice **AFTER the Invoice Due Date**” column was originally listed as a late payment in SAP due to a data entry error of the Doc. Date (invoice date). Upon analysis, it was discovered that, according to the invoice date on the source document, this transaction was not actually a late payment.

Source: SAP (Agency’s Financial System) and Accounts Payable Monitoring Report for Fiscal Year 2022 (as of September 13, 2022)



Review of Procure to Pay Processes for Materials and Supplies

Teresa Velarde
Manager of Internal Audit
December 12, 2022

P2P Processes for Materials and Supplies (M&S)

- June 2022 – Interim Audit Report for P2P M&S
- September 2022 – IA Status Update for P2P M&S
- December 2022 – Final Audit Report for P2P M&S

New Updates Since the Interim Report and Status Update:

- Included the Laboratory processes, flowchart, vendors and transaction review
- Determined the total amount paid by the Agency to the 119 M&S vendors in FY 2021-2022 to be approximately \$4.2 million dollars (including Laboratory vendors)¹
- Documented processes for the 6 units involved in the P2P M&S processes,
- Judgmentally selected M&S transactions and applied several audit procedures
- Finalized 19 audit observations and recommendations for consideration

¹ Source: FY 2021-2022 AP Monitoring Report run September 13, 2022. The M&S vendors included were identified by receiving units included in the audit that responded (OPS, WHSE, MNT & LAB – NOT FWSP because FWSP did not respond). Chemical vendors already considered in the Review of P2P Processes for Chemicals were excluded. The dollar figure is based on the amounts remitted to vendors (ZA & ZC types on the AP Monitoring Report). This amount includes goods and services purchased with the identified materials and supplies vendors.

P2P Processes for Materials and Supplies

Payments to Materials and Supplies Vendors Fiscal Year 2021-2022	
Category	Payment Amount
M&S Vendors	\$4,220,222
<small>Source: FY 2021-2022 AP Monitoring Report run September 13, 2022. The M&S vendors included were identified by receiving units included in the audit that responded (OPS, WHSE, MNT & LAB – NOT FWSP because FWSP did not respond). Chemical vendors already considered in the Review of P2P Processes for Chemicals were excluded. The dollar figure is based on the amounts remitted to vendors (ZA & ZC types on the AP Monitoring Report). The amount includes goods and services purchased with the identified materials and supplies vendors.</small>	

P2P Processes for Materials and Supplies

Audit Objectives

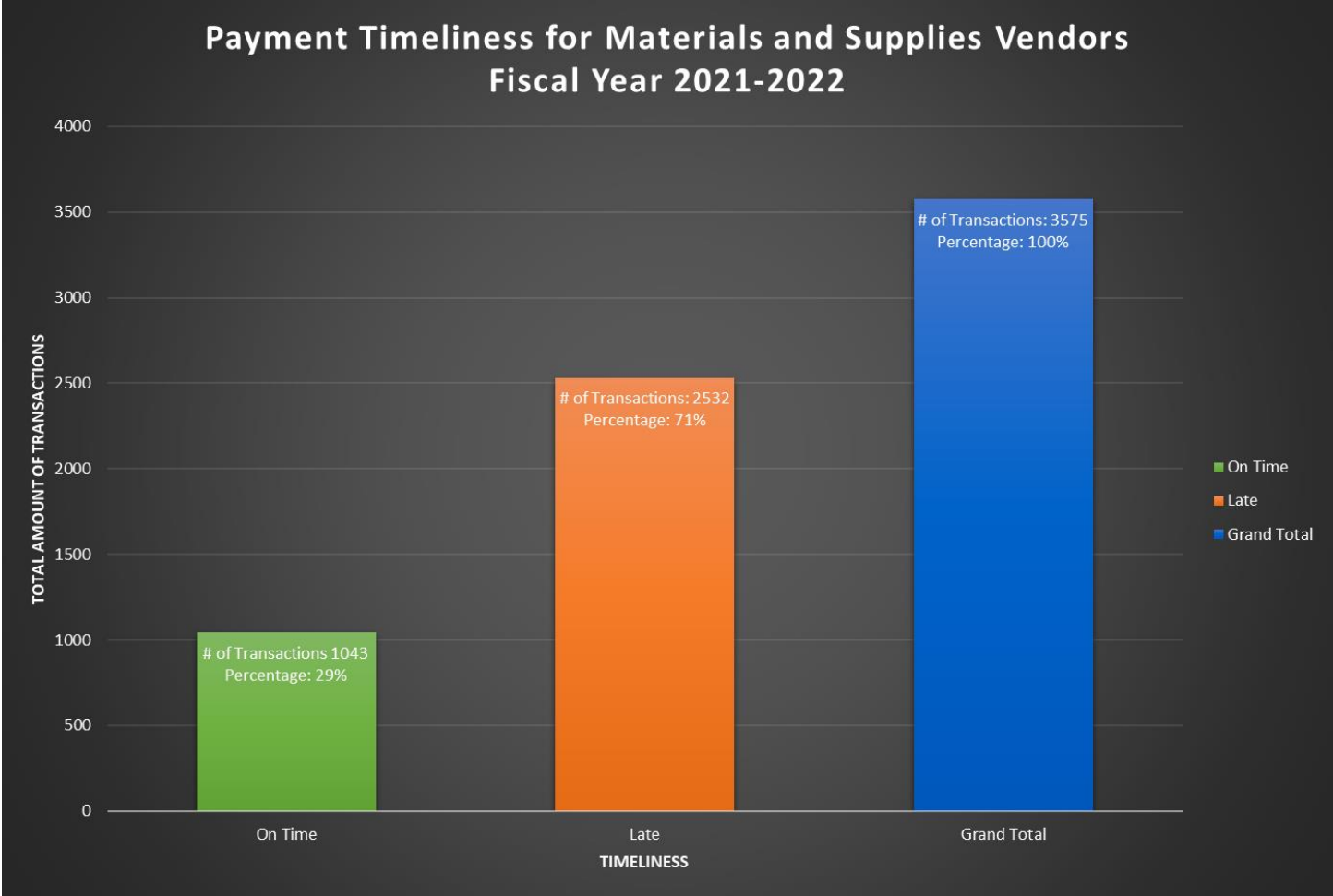
- Determine compliance with Agency policies and department procedures
- Evaluate internal controls
- Evaluate the receiving function
- Evaluate the timeliness of payments
- Evaluate the efficiency of the payment processes
- Identify inefficiencies in the processes
- Evaluate the use of technology and reporting tools
- Identify reasons for vendor credit holds
- Propose recommendations to make processes more efficient

P2P Processes for Materials and Supplies

Payment Timeliness

Timeliness	Number (#) of Transactions	Percentage of Transactions
On Time	1043	29%
Late	2532	71%
Grand Total	3575	100%

119 M&S Vendors
3,575 Transactions



Source: FY 2021-2022 AP Monitoring Report run September 13, 2022. The M&S vendors included were identified by receiving units included in the audit that responded (OPS, WHSE, MNT & LAB – NOT FWSP because FWSP did not respond). Chemical vendors already considered in the Review of P2P Processes for Chemicals were excluded. The number of transaction figures are based on the PO and non-PO invoices (VI & VM types on the AP Monitoring Report). The transactions include goods and services transactions with the identified materials and supplies vendors.

P2P Processes for Materials and Supplies

Number of Transactions with Materials and Supplies Vendors by Invoice Dollar Amount Fiscal Year 2021-2022			
Amount Category	Number of Transactions	Percentage of Total Transactions	Total Dollar Amount
Over \$10,000	69	2%	\$2,465,124
Over \$3,500 up to \$10,000	172	5%	946,093
Over \$1,000 up to \$3,500	542	15%	981,837
Over \$500 up to \$1,000	422	12%	290,225
From \$0 up to \$500	2,370	66%	408,091
Total	3,575	100%	\$5,091,369
Source: FY 2021-2022 AP Monitoring Report run September 13, 2022. The M&S vendors included were identified by receiving units included in the audit that responded (OPS, WHSE, MNT & LAB – NOT FWSP because FWSP did not respond). Chemical vendors already considered in the Review of P2P Processes for Chemicals were excluded. The dollar figures are based on the PO and non-PO invoice amounts (VI & VM types on the AP Monitoring Report). The amounts and transactions include goods and services transactions with the identified materials and supplies vendors.			

P2P Processes for Materials and Supplies

Top 10 Materials and Supplies Vendors Based on Payment Totals From the Agency to Materials and Supplies Vendors Fiscal Year 2021-2022		
Vendor	Category	Payment Amount
ROYAL INDUSTRIAL SOLUTIONS	WHSE, OPS, MNT	\$537,272
AGILENT TECHNOLOGIES	LAB	341,595
DELL MARKETING L P	MNT	205,570
HACH COMPANY	WHSE, MNT, LAB	194,283
GRAINGER INC	WHSE, OPS, MNT, LAB	182,210
CINTAS CORPORATION	OPS	166,445
VAUGHAN'S INDUSTRIAL REPAIR CO INC	MNT	153,805
CS-AMSCO	MNT	129,791
FISHER SCIENTIFIC	WHSE, OPS, LAB	128,410
JCE EQUIPMENT INC	MNT	116,580
<small>Source: FY 2021-2022 AP Monitoring Report run September 13, 2022. The M&S vendors included were identified by receiving units included in the audit that responded (OPS, WHSE, MNT & LAB – NOT FWSP because FWSP did not respond). The "Category" column represents the unit(s) that identified the vendor. Chemical vendors already considered in the Review of P2P Processes for Chemicals were excluded. The dollar figures are based on the amounts remitted to vendors (ZA & ZC types on the AP Monitoring Report). The amounts include goods and services purchased with the identified materials and supplies vendors.</small>		

P2P Processes for Materials and Supplies

Laboratory Materials and Supplies Statistics

Water Quality Laboratory Only Receiving function in SAP – Materials and Supplies (GL Account Category) (Count of Distinct GR Documents with Days to Receive) Data as of November 21, 2022				
<i>Number of days to Receive</i>	FY 2020-21	%	FY 2021-22	%
1-7 days	218	61%	76	20%
8-14 days	74	21%	54	14%
15-30 days	52	15%	120	31%
31-60 days	8	2%	32	8%
61-90 days	4	1%	20	5%
90 or more days	0	0%	81	21%
<i>Totals</i>	356	100%	383	100%

Source: Goods Receiving and Invoice Payment Tracker Report, GR Entry Date: 7/1/2020-6/30/2021 and 7/1/2021-6/30/2022,
Company Code 1000, Laboratory Cost Centers only

P2P Processes for Materials and Supplies

Laboratory Materials and Supplies Statistics

Water Quality Laboratory Only Vendor Payment Processing in SAP - Materials and Supplies (GL Account Category) (Count of Vendor invoices Paid and Past Due) Data as of November 21, 2022				
	FY 2020-21		FY 2021-22	
	No. of Invoices	Percentage of Invoices	No. of Invoices	Percentage of Invoices
Paid on Time	236	72%	56	16%
Past due 1-30 days (paid one month late)	69	21%	90	26%
Past due 31-60 days (paid 2 months late)	18	5%	50	14%
Past due 61-90 days (paid 3 months late)	3	1%	55	16%
Past due over 90 days (paid 4 months late)	4	1%	95	27%
Totals	330	100%	346	100%

Source: Goods Receiving and Invoice Payment Tracker Report, GR Entry Date: 7/1/2020-6/30/2021 and 7/1/2021-6/30/2022,
Company Code 1000, Laboratory Cost Centers only

Summary of Testing

<div><div>●</div><div><div>Timely</div><div>Timeliness</div><div>Untimely</div></div><div>→</div></div>		
<div>Payment</div> <div>(including receiving and payment processing – due dates ranged between 30-45 days)</div>		
Timely Payment (on or before due date)	Untimely Payment (after due date)	
<div>Receiving</div> <div>(in days after delivery)</div>		
Timely ~1-15 days	> 15 days	Receiving > 30 days
<div>Accounting Payment Processing</div> <div>(in days after SAP receiving completed)</div>		
Timely ~1-15 days	> 15 days	Payment Processing > 30 days

Findings
33 of 35 or 94% of items tested were paid after the due date.
11 of the 35 or 31% of items were received in SAP more than 30 days after the delivery date.
18 of 35 or 51% of items were processed for payment more than 30 days after SAP receiving was completed (not including partial shipments).
7 of the 35 or 20% of items showed that AP staff acknowledged receipt of the invoice more than 30 days after the invoice date.
2 of 35 or 6% of items were paid after the due date and included partial shipments of the order.
3 of the 35 or 9% of items were paid after the due date, did not show SAP receiving information and were paid via check request (VM).
1 of 35 or 3% of items was incorrectly listed as a late payment in SAP due to a data entry error.
1 of 35 or 3% of items was a duplicate transaction that was created and cancelled after the actual transaction had already been completed.

P2P Processes for Materials and Supplies

Breakdown of Recommendations to Each Unit	
Unit	Number of Recommendations
PCard Administrator	3
Contracts and Procurement	2
Facilities and Water System Programs	2
Operations	2
Maintenance	2
Warehouse	2
Water Quality Laboratory	4
Accounting	2
Total	19

P2P Processes for Materials and Supplies

Delays and/or challenges in performing the receiving function in SAP are due to:

- *Staff time spent to obtain the receipts, back-up or delivery documentation*
- *Staff time spent looking into and resolving credit holds*
- *No guidelines to ensure receiving documents are provided to the appropriate staff*
- *No formal guidelines and training for the appropriate receiving process and this leads to delays, errors, reversals, and inaccurate transactions, etc.*
- *Orders not completely fulfilled on first shipment and credited orders*
- *Limited visibility of vendor invoices sometimes needed to complete the receiving*

Delays and/or challenges in processing invoices for payment by the due date are:

- *No method to account for and track all invoices and payments due*
- *No method for timely routing invoices needing approval signatures*
- *No procedures for timely processing invoices payments by the due date*
- *No method for completing timely, consistent vendor invoice matching*
- *Processes and procedures require changes to make them more efficient*
- *There are no documented SOPs for Accounting processes to establish and ensure a consistent, best practice methodology for prioritizing and processing payments*

P2P Processes for Materials and Supplies

Audit Recommendations Provided

IA recommendations include the following:

- *Procedures and goals for timely receiving needed*
- *Operations not informed of Credit Holds for Non-BPA vendors until after order is placed*
- *Use of technology & monitoring reports to make receiving process more efficient*
- *Centralized location for Lab invoices for more efficient receiving*
- *Coordination Meetings with staff completing Lab receiving to improve efficiency*
- *Procedures, goals and KPIs for timely payments needed*
- *Utilizing best practices, standard procedures to ensure timely vendor payments*
- *Procurement Card expanded program*

The Status Update - Review of Procure to Pay Processes for Materials and Supplies 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.

Questions?

**INFORMATION
ITEM**

4E

Date: December 21, 2022

To: The Honorable Board of Directors

Committee: Audit


From: Teresa Velarde, Manager of Internal Audit

12/12/22

Manager Contact: Teresa Velarde, Manager of Internal Audit

Subject: Contracts and Procurement Follow-Up Audit - 2022

Executive Summary:

The Board approved Internal Audit Charter, requires that Internal Audit (IA) follow-up on outstanding audit recommendations to determine if corrective actions have been taken. The follow-up reviews are scheduled through the Board-approved Annual Audit Plan and Agency Management supports the implementation efforts of the recommendations.

IA worked closely with Contracts and Procurement (CAP) and Information Technology (IT) to evaluate the implementation status of one outstanding item from the review completed in 2017. As a result of this 2022 follow-up review, the recommendation is now implemented. Specifically, IA, CAP and IT closely evaluated the authorization roles assigned to CAP staff members in the Agency's financial system (SAP) to ensure there is adequate segregation of duties and no conflicts exist. No new recommendations were provided in this report. IA commends CAP staff for their efforts in implementing the recommendation and appreciates their cooperation and assistance during this review. Additional user roles and access audits will be scheduled periodically and when warranted. All projects are scheduled through the Board-approved Annual Audit Plan. The complete report with details is attached.

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 15, 2022, the Board of Directors approved the Fiscal Year 2022/23 Annual Audit Plan (action item) and the Report of Open Audit Recommendations (information item), the follow-up audit was proposed in the Annual Audit Plan.

On December 8, 2021, the Board of Directors reconfirmed the approved Charters.

Environmental Determination:

Not Applicable

Business Goal:


The Contracts and Procurement Follow-Up Audit - 2022 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 - Contracts and Procurement Follow-Up Audit Report - 2022
Attachment 2 - PowerPoint

DATE: December 1, 2022

TO: Shivaji Deshmukh
General Manager

FROM: 
Teresa V. Velarde
Manager of Internal Audit

SUBJECT: Contracts and Procurement Follow-Up Audit - 2022

Audit Authority

The Inland Empire Utilities Agency (IEUA or Agency) Internal Audit Unit (IA) performed a follow up review of the one outstanding recommendation provided in the Contracts and Procurement Follow-Up Audit report, dated August 30, 2017. The follow up review was performed under the authority given by the Board of Directors in the approved Fiscal Year (FY) 2022/23 Annual Audit Plan and the IA's Charter.

Audit Objective, Scope, and Results

The purpose of this follow-up review was to evaluate the implementation status for one outstanding recommendation provided in the 2017 follow-up audit, which has now been implemented. The recommendation required that Contracts and Procurement (CAP) evaluate the assigned authorization roles provided to CAP's staff in the Agency's financial system, SAP to ensure there was adequate segregation of duties and no conflicts. IA did not expand the scope of the review to evaluate additional areas or operations within CAP. Future audits will be scheduled through the Board-approved Annual Audit Plan. The attached report provides details of IAs review.

Acknowledgements

IA would like to extend our appreciation to CAP and Information Technology (IT) staff for their cooperation and assistance during this review and look forward to the continued collaboration.

Discussions with Management

IA met and provided the results of this review to the respective department management. Where possible, their comments have been incorporated.

Water Smart - Thinking in Terms of Tomorrow

Background Information

Contracts and Procurement

As stated in the Fiscal Year 2021/22 and 2022/23 Operating and Capital Program Budget (Budget document), CAP's mission is as follows:

MISSION STATEMENT

Provide cost-effective, responsive, and responsible environmentally friendly customer service and support to all Agency Departments in a professional and ethical manner with respect to Agency-wide contract administration and purchasing, risk, and safety.

DESCRIPTION AND PURPOSE

The Contracts and Procurement (CAP) is responsible for a diverse scope of services and responsibilities. CAP administers the acquisition of equipment, materials, supplies, and services. This is accomplished through business practices as outlined in the Board adopted Procurement Ordinance as well as associated resolutions, policies, and procedures. Department ethic and compliance guidelines in support of meeting the many state and federal government contracting and procurement codes have been established and are adhered to in conducting business on behalf of the Agency. Additionally, risk and safety services are provided to ensure protection of the Agency's business, employees, and assets, as well as the public, by ensuring appropriate insurance policies and procedures are in place.

As of September 12, 2022, staffing for CAP includes nine (9) personnel (eight (8) full-time equivalents and one (1) limited-term position).

Contracts and Procurement Follow-Up Audit Audit Report dated August 30, 2017

In August 2017, IA performed a follow-up review on two (2) open recommendations from 2012 and were determined to be implemented. Additionally, IA provided one (1) new recommendation in the 2017 report; therefore, this review evaluates the implementation status of the one recommendation.

This report provides the details of the review related to the one outstanding recommendation. IA refers readers to the prior 2017 audit report, which were received and filed by the Board of Directors at the time of issuing the reports, these reports can also be accessed through the Agency's Intranet or requested from the Manager of Internal Audit:

- Contracts and Procurement Follow-Up audit, dated August 30, 2017
- Contracts and Procurement Follow-Up audit, dated August 29, 2012
- Contracts and Procurement Follow-Up audit, dated May 24, 2010
- Contracts and Procurement Operations audit & Response, dated November 18, 2008

2017 Recommendation #1

CAP should review the SAP assigned user roles and transaction codes and ensure that good internal controls are followed, and no conflict exists. IA recommends CAP consider eliminating or reducing the ability to Create PRs and Receive Goods, for CAP buyers to strengthen internal controls and further reduce risks.

Status: IMPLEMENTED

In the 2017 follow-up review, IA reviewed a report from the Agency's financial system (SAP) that listed all roles and transaction codes assigned to each member of CAP within the Finance Department. IA's review noted some potential conflict with segregation of duties.

In the 2017 follow-up review, IA suggested that CAP evaluate the needs of the department and the Agency and should evaluate the user roles assigned and consider eliminating or reducing the roles within the department. The proposed changes suggested were to reduce the number of CAP staff members that could create Purchase Requisitions and receive Goods, and add the role Create Purchasing Master Department for the Manager of the CAP Department.

For the 2022 follow-up review, IA reviewed a detailed IT report that listed all the roles and transaction codes assigned to the 9 employees under CAP. The table shows the SAP role assignments and includes IAs observations that required attention by CAP:

CAP staff - SAP User Roles*
Data Prior to changes/updates

	Create Purchase Requisitions (PRs)	Approve Purchase Requisitions (PRs)	Create and Change Purchase Orders (POs) & Contracts	Receive Goods	Create Purchasing Master Data	Superuser	IA's Observations
Employee # 1 (Manager of Contracts & Procurement)		X	X		X		IA suggested to add the Create Purchasing Master Data role (per 2017 report).
Employee # 2 (Contracts & Procurement Supervisor)		X	X		X	X	IA suggested the SAP Superuser role be eliminated or removed. IA recommended to evaluate the needs of the employee and only assign the required SAP transaction codes/roles.
Employee # 3 (Acting Contracts & Procurement Supervisor)			X	X			IA suggested only 1-3 employees should have the role, Receive Goods.
Employee # 4 (Risk Specialist)	X		X	X	X		The role, Create Purchasing Master Data, was added after 2017. IA recommended that CAP evaluate the SAP roles assigned to this user.
Employee # 5 (Contracts Administrator II)	X		X	X			IA suggested only 1-3 employees should have the role, Receive Goods.
Employee # 6 (Contracts Administrator II)	X		X	X			IA suggested only 1-3 employees should have the role, Receive Goods.
Employee # 7 (Contracts Administrator II)	X		X	X			IA suggested only 1-3 employees should have the role, Receive Goods.
Employee # 8 (Contracts Administrator II)			X	X			IA suggested only 1-3 employees should have the role, Receive Goods.
Employee # 9 (Procurement Specialist I) Employee Separated			X	X			IA suggested only 1-3 employees should have the role, Receive Goods.
Total Employees with access	4	2	9	7	3	1	

*Source: Agency's financial system (SAP), reported provided by the IT department. Data as of September 26, 2022.

IA discussed with CAP the 2022 SAP user role assignments and the proposed changes suggested in 2017 as well as the suggested changes for 2022. CAP agreed that changes are needed to ensure adequate controls are in place and only the necessary roles and/or transaction codes are assigned to staff. The IT department completed the respective changes that were requested by CAP, see the updated table below:

CAP Department - SAP User Roles*
Data as of November 8, 2022

	Create Purchase Requisitions (PRs)	Approve Purchase Requisitions (PRs)	Create and Change Purchase Orders & Contracts (POs)	Receive Goods	Create Purchasing Master Data	Superuser	Changes requested by CAP and made by IT:
Employee # 1 (Manager of Contracts & Procurement)		X	X		X		No changes made
Employee # 2 (Contracts & Procurement Supervisor)		X	X		X		Removed Superuser Role
Employee # 3 (Acting Contracts & Procurement Supervisor)			X	X			No changes made
Employee # 4 (Risk Specialist)	X			X	X		Removed Create and Change Purchase Orders & Contracts
Employee # 5 (Contracts Administrator II)	X		X				Removed Receive Goods
Employee # 6 (Contracts Administrator II)	X		X				Removed Receive Goods
Employee # 7 (Contracts Administrator II)	X		X	X			No changes made
Employee # 8 (Contracts Administrator I)			X		X		Removed Receive Goods. Added Create Purchase Master Data.
Employee # 9 (Procurement Specialist I) <i>Employee Separated</i>			X	X			Position vacant when audit report was issued.
Total Number of Employees with access	4 <i>No changes</i>	2 <i>No changes</i>	8 <i>Decrease by 1</i>	4 <i>Decrease by 3 staff</i>	4 <i>Increase by 1 staff</i>	0 <i>Decrease by 1 staff</i>	

*Source: Agency 's financial system (SAP), reported provided by the IT department. Data as of November 3-8, 2022.

Of the SAP User roles assigned to CAP staff, the roles that experienced the most changes were, *Receive Goods* (decreased) and *Superuser* (removed). The reduction in the number of CAP staff that can Receive Goods aligns with IA's suggestions from 2017.

The Superuser role assists with the fiscal year-end processing, carry forward activities, POs, contracts, troubleshooting and problem-solving various issues related to the procurement processing within the Agency's financial system (SAP). The IT department discussed and agreed that the Superuser role should be removed from any CAP staff, and a new role will be developed and assigned. The Superuser role should not be included nor assigned to any employee's permanent SAP User roles. Going forward, the IT department determined that the Superuser role will only be assigned temporarily, for the duration of the fiscal year-end closing/carry forward process and on an as-needed basis (when requested and if warranted).

IA commends the CAP unit for working closely with IA to evaluate the SAP user roles and audit recommendations in order to make the needed updates/changes to strengthen

internal controls and to reduce any conflicts in duties and/or risks. CAP has taken steps and met the intent of the 2017 recommendation. IA considers this recommendation to be implemented and closed.

IA will continue to randomly and periodically evaluate SAP User roles assigned to Agency departments/units to ensure there are adequate segregation of duties. Audit projects are scheduled through the Board-approved Annual Audit Plan.

The Contracts and Procurement Follow-Up Audit - 2022 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.

Contracts and Procurement Follow-Up Audit - 2022

Sapna Nangia
Senior Internal Auditor
December 12, 2022

Contracts and Procurement Follow-Up Audit - 2022

- Follow-up review was completed in August 2017
 - 1 recommendation provided
 - **Now considered fully implemented**
- 2017 Open recommendation was related to Segregation of Duties:
 - CAP department User roles and transaction codes assigned to staff
 - Follow good internal controls
 - Strengthen internal controls
 - Reduce and/or eliminate conflicts of interest
 - Reduce any additional risks
- No new recommendations issued
- IA will continue to evaluate SAP User Roles assigned for various departments or by roles and duties, periodically. All audit projects will be scheduled through the Annual Audit Plan

Contracts and Procurement Follow-Up Audit - 2022

IA's initial review:

CAP staff - SAP User Roles* Data Prior to changes/updates

	Create Purchase Requisitions (PRs)	Approve Purchase Requisitions (PRs)	Create and Change Purchase Orders (POs) & Contracts	Receive Goods	Create Purchasing Master Data	Superuser	IA's Observations
Employee # 1 (Manager of Contracts & Procurement)		X	X		X		IA suggested to add the Create Purchasing Master Data role (per 2017 report).
Employee # 2 (Contracts & Procurement Supervisor)		X	X		X	X	IA suggested the SAP Superuser role be eliminated or removed. IA recommended to evaluate the needs of the employee and only assign the required SAP transaction codes/roles.
Employee # 3 (Acting Contracts & Procurement Supervisor)			X	X			IA suggested only 1-3 employees should have the role, Receive Goods.
Employee # 4 = (Risk Specialist)	X		X	X	X		The role, Create Purchasing Master Data, was added after 2017. IA recommended that CAP evaluate the SAP roles assigned to this user.
Employee # 5 (Contracts Administrator II)	X		X	X			IA suggested only 1-3 employees should have the role, Receive Goods.
Employee # 6 (Contracts Administrator II)	X		X	X			IA suggested only 1-3 employees should have the role, Receive Goods.
Employee # 7 (Contracts Administrator II)	X		X	X			IA suggested only 1-3 employees should have the role, Receive Goods.
Employee # 8 (Contracts Administrator II)			X	X			IA suggested only 1-3 employees should have the role, Receive Goods.
Employee # 9 (Procurement Specialist I) Employee Separated			X	X			IA suggested only 1-3 employees should have the role, Receive Goods.
Total Employees with access	4	2	9	7	3	1	

*Source: Agency 's financial system (SAP), reported provided by the IT department. Data as of September 26, 2022.

Contracts and Procurement Follow-Up Audit - 2022

Recommendation Status: Implemented

CAP Department - SAP User Roles*

Data as of November 8, 2022

	Create Purchase Requisitions (PRs)	Approve Purchase Requisitions (PRs)	Create and Change Purchase Orders & Contracts (POs)	Receive Goods	Create Purchasing Master Data	Superuser	Changes requested by CAP and made by IT:
Employee # 1 (Manager of Contracts & Procurement)		X	X		X		No changes made
Employee # 2 (Contracts & Procurement Supervisor)		X	X		X		Removed Superuser Role
Employee # 3 (Acting Contracts & Procurement Supervisor)			X	X			No changes made
Employee # 4 (Risk Specialist)	X			X	X		Removed Create and Change Purchase Orders & Contracts
Employee # 5 (Contracts Administrator II)	X		X				Removed Receive Goods
Employee # 6 (Contracts Administrator II)	X		X				Removed Receive Goods
Employee # 7 (Contracts Administrator II)	X		X	X			No changes made
Employee # 8 (Contracts Administrator I)			X		X		Removed Receive Goods. Added Create Purchase Master Data.
Employee # 9 (Procurement Specialist I) Employee Separated			X	X			Position vacant when audit report was issued.
Total Number of Employees with access	4 No changes	2 No changes	8 Decrease by 1	4 Decrease by 3 staff	4 Increase by 1 staff	0 Decrease by 1 staff	

*Source: Agency 's financial system (SAP), reported provided by the IT department. Data as of November 3-8, 2022.

The Contracts and Procurement Follow-Up Audit - 2022 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.

Questions?

**INFORMATION
ITEM**

4F

Date: December 21, 2022

To: The Honorable Board of Directors

Committee: Audit



From: Teresa Velarde, Manager of Internal Audit

12/12/22

Manager Contact: Teresa Velarde, Manager of Internal Audit

Subject: Progress Update for all Procure to Pay Audit Recommendations - Fourth Update

Executive Summary:

This is the fourth progress update for the audit recommendations provided by Internal Audit (IA) through the various Procure to Pay (P2P) audits under the comprehensive Accounts Payable Operational and Internal Control audits. The scope of the audits is to evaluate the ordering, receiving and payment processes for the Agency's goods and services and to identify observations and recommendations for improvements to determine if internal controls and processes are efficient and ensure vendor invoices are paid timely.

To-date, IA has provided 74 audit recommendations through the five comprehensive reviews: the Interim Audit Report, P2P for Agency Chemicals, P2P for Professional Services administered by the Engineering and Construction Management, P2P for Planning & Resources, and the P2P for Home Depot Credit Cards. Of the 74 audit recommendations provided, 33 are now implemented, 17 are in progress of being implemented and 24 are considered no longer applicable because alternate controls have been implemented to address the risks and observations identified. The attached report provides details of the results. IA will continue to provide quarterly progress updates for all outstanding recommendations, including new recommendations through additional P2P audits.

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 15, 2022, the Board of Directors approved the Fiscal Year 2022/23 Annual Audit Plan. The Plan proposed the various Procure to Pay Audits under the Accounts Payable Operational and Internal Controls Audit.

Environmental Determination:

Not Applicable

Business Goal:


The Progress Update for all Procure to Pay Audit Recommendations - Fourth Update 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 - Progress Update for all Procure to Pay Audit Recommendations - Fourth Update
Attachment 2 - Progress Update List for all outstanding P2P audits
Attachment 3 - PowerPoint

DATE: December 1, 2022

TO: Shivaji Deshmukh
General Manager



FROM: Teresa V. Velarde
Manager of Internal Audit

SUBJECT: Progress Update for all Procure to Pay Audit Recommendations – Fourth Update

Audit Authority

The Inland Empire Utilities Agency (IEUA or Agency) Internal Audit Unit (IA) is providing a progress update of the seventy-four (74) audit recommendations provided in the various Procure to Pay (P2P) audits completed under the comprehensive Accounts Payable Operational & Internal Controls Audit. The P2P audits include P2P Chemicals, dated November 24, 2021, P2P Engineering & Construction Management, dated February 24, 2022, P2P Planning & Resources, dated May 24, 2022, and the P2P Home Depot Credit Cards, dated September 1, 2022. The progress update is provided under the authority given by the Board of Directors in the approved Fiscal Year (FY) 2022/2023 Annual Audit Plan and the IA's Charter.

Audit Objective

The scope of the original audits was to evaluate the ordering, receiving, and payment processes for the Agency's goods and services and to identify observations and recommendations for improvements to the processes to ensure the vendor invoices are paid on time. The purpose of the quarterly progress reports is to provide a status of each original audit recommendation from the P2P audits, including the corrective action plans, and planned dates for implementation.

Background

As detailed in the original audit reports, goods and services purchased by the Agency are considered critical to the wastewater treatment process because of public health regulatory requirements and are critical to the business initiatives of the Agency. The original audits evaluated the internal controls and business processes in place to ensure goods and services are ordered, delivered, received, and paid for in a timely manner, while following approved procurement guidelines. Good internal controls and sound business practices ensure the Agency can operate according to regulatory requirements and maintain healthy business relationships and a good business image with its vendors.

Water Smart - Thinking in Terms of Tomorrow

**Progress Update for all Procure to Pay Audit Recommendations – Fourth Update
December 1, 2022
Page 2 of 8**

To date, IA has completed the following audits related to the comprehensive Accounts Payable Operational & Internal Controls Audit:

Interim Audit Report: Accounts Payable Operational and Internal Control Audit	
Date Issued	Recommendations
August 20, 2021	Interim Report (N/A)
Provided an overview of the additional audit procedures to be performed and mentioned preliminary observations and recommendations.	

Review of Procure to Pay Processes for Chemicals	
Date Issued	Recommendations
November 24, 2021	35

Review of Procure to Pay Processes for Professional Services – Engineering & Construction Management (E&CM)	
Date Issued	Recommendations
February 24, 2022	21

Review of Procure to Pay Processes for Professional Services – Planning and Resources	
Date Issued	Recommendations
May 24, 2022	11

Review of Procure to Pay Processes for Home Depot Credit Cards	
Date Issued	Recommendations
September 1, 2022	7
The Agency has taken steps to phase out the Home Depot Credit Card program and absorb the purchases through the expanded Procurement Card program, as originally proposed by IA through the Procurement Card Audit in 2018. IA will not follow up on the 7 recommendations as they are considered no longer applicable.	

Review of Procure to Pay Processes for Materials and Supplies	
Date Issued	Recommendations
December 2022	19
Progress Update on the proposed recommendations will be provided in subsequent progress updates.	

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The dashboard that follows provides a breakdown of the audit recommendations provided to each department/unit through the P2P audits. The dashboard also provides a status the recommendations. The attached report, provides a detailed list of each outstanding recommendation, noting the departments most current responses, planned date for implementation and IA notes/comments related to the responses and proposed plans by the departments and the final disposition for each recommendation. The list attached provides only a list of items that were still outstanding as of December 1, 2022. Audit recommendations resolved are not included. For additional information about prior audit recommendations, resolutions and final disposition of each, IA refers readers to the original final P2P Audits and prior Progress Updates submitted through scheduled Audit Committee Meetings. Reports are also available on IA's website on AIM or can be requested by contacting any member of IA.

	Implemented	In Progress	Not Implemented	No Longer Applicable	Total Original Audit Recommendations	
Operations Unit	12	0	0	4	16	100% Implemented All 16 recommendations have been addressed.
Engineering & Construction Management	6	0	0	1	7	100% Implemented 7 of 7 recommendations have been addressed.
Planning	4	0	0	2	6	100% Implemented All 6 recommendations have been addressed.
Contracts and Procurement	7	1	0	1	9	Only one recommendation requires attention - re Agency Policy A-50 procurements.
Accounting	4	16	0	9	29	13 of 29 recommendations 45% have been addressed. 16 of 29 recommendations 55% are in progress.
Home Depot Credit Cards	0	0	0	7	7	With the expansion of the Procurement card program, these recommendations are no longer applicable.
Total Recommendations	33	17	0	24	74	49% Implemented 25% In Progress 25% No Longer Applicable
Percentages	45%	23%	0%	32%		

Of the 74 audit recommendations:

- ***33 are now implemented (45% of all recommendations)***
- ***17 are in progress of being implemented (23% of all recommendations)***
- ***24 are considered no longer applicable because alternate controls were implemented (includes 7 related Home Depot Credit Cards). These recommendations are considered closed.***

Of the 17 recommendations in progress, 1 recommendation is in progress of being implemented by CAP. The recommendation relates to making needed updates to Agency Policy A-50 related to POs and approval authorities.

Of the 17 recommendations in progress, 16 are in progress of being implemented by Accounting. The recommendations are broken down as follows:

- 6 relate to documenting Standard Operating Procedures (SOPs) for the many accounting processes to implement consistent best practices,
- 5 relate to new software system, Accounting believes these will be resolved with the implementation of the new invoice recognition software system,

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- 3 relate to establishing Key Performance Indicators (KPIs) for the various processes completed by accounting staff and the department to ensure activities can be tracked, measured and evaluated,
- 1 relates to evaluating ways to make email communication between accounting and other departments to minimize and make more efficient
- 1 relates to ensuring training is provided to staff after SOPs and KPIs are adopted

The following chart provides a summary of the 16 audit recommendations provided to Accounting and the proposed implementation plan (refer to the attached matrix of all recommendation for the recommendation).

P2P Report	Recommendation Number	Accounting's proposed method for implementation:
Chemicals	23	Software: Procure an invoice recognition software solution that will house and track all invoices coming into the Agency.
Chemicals	26	SOP: Develop SOP that documents the processes specific to how and what items AP selects for the 3-way match and payment processing.
Chemicals	27	Training: Develop SOP on the current processes and provide training to staff on any new processes established.
Chemicals	29	KPI's: Develop Key Performance Indicators (KPIs) after the invoice recognition software system has been implemented.
Chemicals	30	SOP: Develop SOP that documents the 3-way match and methodology for what and when matching is performed.
Chemicals	31	SOP: Develop SOP that documents the methodology for receiving, matching and processing payments.
Chemicals	32	SOP: Develop SOP that documents regarding data entry and supporting documentation (i.e. bill of lading, etc.).
Chemicals	33	SOP & KPIs: Develop SOP that addresses accuracy of data entry, KPI's for the matching and payment processes, monitoring of invoices, and communication of delayed items.
Chemicals	35	SOP: Develop SOP that documents and addresses accuracy of data entry and back posting of items.
E&CM	10	SOP: Develop SOP and document the timeframe for monitoring and handling delays.
E&CM	11	KPI: Develop KPI for AP staff for payment processing.
E&CM	12	Software: Procure an invoice recognition software solution that will house and track all invoices coming into the Agency.
E&CM	13	Software: Procure an invoice recognition software solution that will house and track all invoices coming into the Agency.
E&CM	14	Software: Procure an invoice recognition software solution and /or develop a SharePoint document library that will house and track all invoices coming into the Agency.
P&R	10	Software/SharePoint: Procure an invoice recognition software solution and /or develop a SharePoint document library that will house and track all invoices coming into the Agency.
P&R	11	Email: Procure an invoice recognition software solution. Discuss and determine the best communication method with Agency staff.

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Highlights

IA participates in various meetings with all Agency departments related to the implementation of the various audit recommendations and the many Agency initiatives related to the P2P audit recommendations. IA is readily available to assist with special requests and audit projects, when requested, and in accordance with the Internal Audit Unit Charter and the Annual Audit Plan.

Highlights of the recommendations that have been implemented in the recent months include the following:

- Staffing updates & changes: Accounting continues to make needed updates and changes to address staffing needs.
- Software system: Accounting is working closely with Information Technology (IT) on the implementation of the Agency's new invoice recognition software (Esker). The purpose of the software is to automate the upload and routing of invoices, this system will ensure all invoices that arrive at the Agency are accounted for, tracked, monitored and sent to the appropriate approver for signature and proper receiving in SAP. IT anticipates the system will be up and running in January 2023. See the last page of the report for the Procure to Pay Timeline.
- IT Reports: IT has been working closely with Accounting to develop monitoring reports that Accounting can use to have greater visibility of all payable items. IT is also working closely with all Agency departments to develop additional monitoring and review reports. The reports will assist with sorting items, planning, prioritizing, and scheduling various activities with the end goal of ensuring payments are made on time.
- Expanded Procurement Card (P-card) program: In September 2022, the Agency expanded the P-card program to consolidate the various credit programs used by the Agency and to make small dollar purchases more efficient. A dedicated P-Card Administrator was assigned to implement and oversee the program, provide training and assistance to end-users, and implement US Bank Online system process. As of the date of this report, the Agency has expanded the use of the program and has issued 113 P-cards (from 20 cards in 2018).
- P-card policy/guidelines: Agency Management drafted the P-card policy in August 2022. IA reviewed the draft policy and provided comments and suggestions for consideration. The updated and revised draft P-card policy has not been finalized. Policy A-89 (Procurement Card, effective: 01/26/2016) continues to be available on the Agency's intranet as the guidelines for the P-card use.

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- Procurement Ordinance: The Board of Directors approved the new Procurement Ordinance No. 110 on September 21st, 2022. The most significant changes to the Ordinance include:
 - Increase the dollar threshold from \$3,500 to \$10,000 for procurements, before two or more quotes are required. Thus, any purchases under \$10,000 require only one quote and/or can be procured from any vendor. *(Previously, procurements less than \$3,500 required one quote, while procurements greater than \$3,500 required multiple quotes from the different vendors)*
 - Increase the dollar threshold from \$5,000 to \$10,000 for the single-transaction limit on the Procurement card
 - Increase the dollar threshold from \$ 40,000 to \$150,000 for the single change order or amendment
 - Increase the dollar threshold from \$100,000 to \$150,000, before Board approval and action is required, which usually impacts purchases, contracts and so on
- Agency Policy A-50: Contracts and Procurement (CAP) has addressed the original P2P recommendations provided. In June 2022, a new recommendation was provided related to taking the lead to make updates to Agency Policy A-50 (Non-Purchase Order Invoice Approval, effective 4/27/2015) regarding procurements for Purchase Orders and non-Purchase Orders. After the Esker software system has been implemented, CAP will be taking the lead to clarify Agency guidelines related to procurements.
- CAP Café: Other recommendations, already implemented, suggested that CAP reach out to the departments to work closely with them to gain a clear understanding of their unique procurement requirements and to provide additional training, guidance, and assistance to ensure the transactions follow the Agency's P2P process. CAP initiated a virtual Q&A session each month "CAP Café" where attendees can ask questions, request guidance, assistance, and discuss any unique issues. The additional outreach efforts have provided valuable information for all users.
- Standard Operating Procedures: The E&CM Department has documented, finalized, and signed their SOP for processing invoices and pay estimates (*Owner: Manager of Engineering, Doc Name: Pay Estimate/Invoice Processing, Doc Number: ENGCM-07, Revision No. 1 and Effective: September 1, 2022*). IA suggests E&CM ensure the SOP is readily available and accessible by all department staff, and can serve as a guide and/or training tool for staff.

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- SharePoint Document Library: On the Agency's intranet (AIM), a SharePoint Document Library was created by IT for Accounting to forward the invoices received to the corresponding unit/department. Folders were created for the following units: Engineering & Construction Management, External Affairs, Human Resources, Information Technology, Operations & Maintenance, Planning and Resources, Water Quality Laboratory, and IERCA. IA noted these folders are being utilized but did not verify nor validate the consistency and/or frequency of the use of the folders.

The next progress update will report the 17 remaining recommendations mentioned above and an additional 19 audit recommendations recently provided through the P2P Materials & Supplies. Additional progress updates will be submitted until all recommendations are addressed.

The attached matrix provides a status for each of the previously outstanding audit recommendations. For additional details, IA refers readers to the original audit reports, received and filed by the Board of Directors. The reports can be accessed through the Agency's intranet website or requested from the Manager of Internal Audit. IA will provide additional progress updates until all P2P audit recommendations have been addressed.

Acknowledgements

IA would like to extend our appreciation to the Agency Leadership, IT, E&CM, Accounting, and the CAP staff for their cooperation and assistance during this progress update and look forward to the continued collaboration.

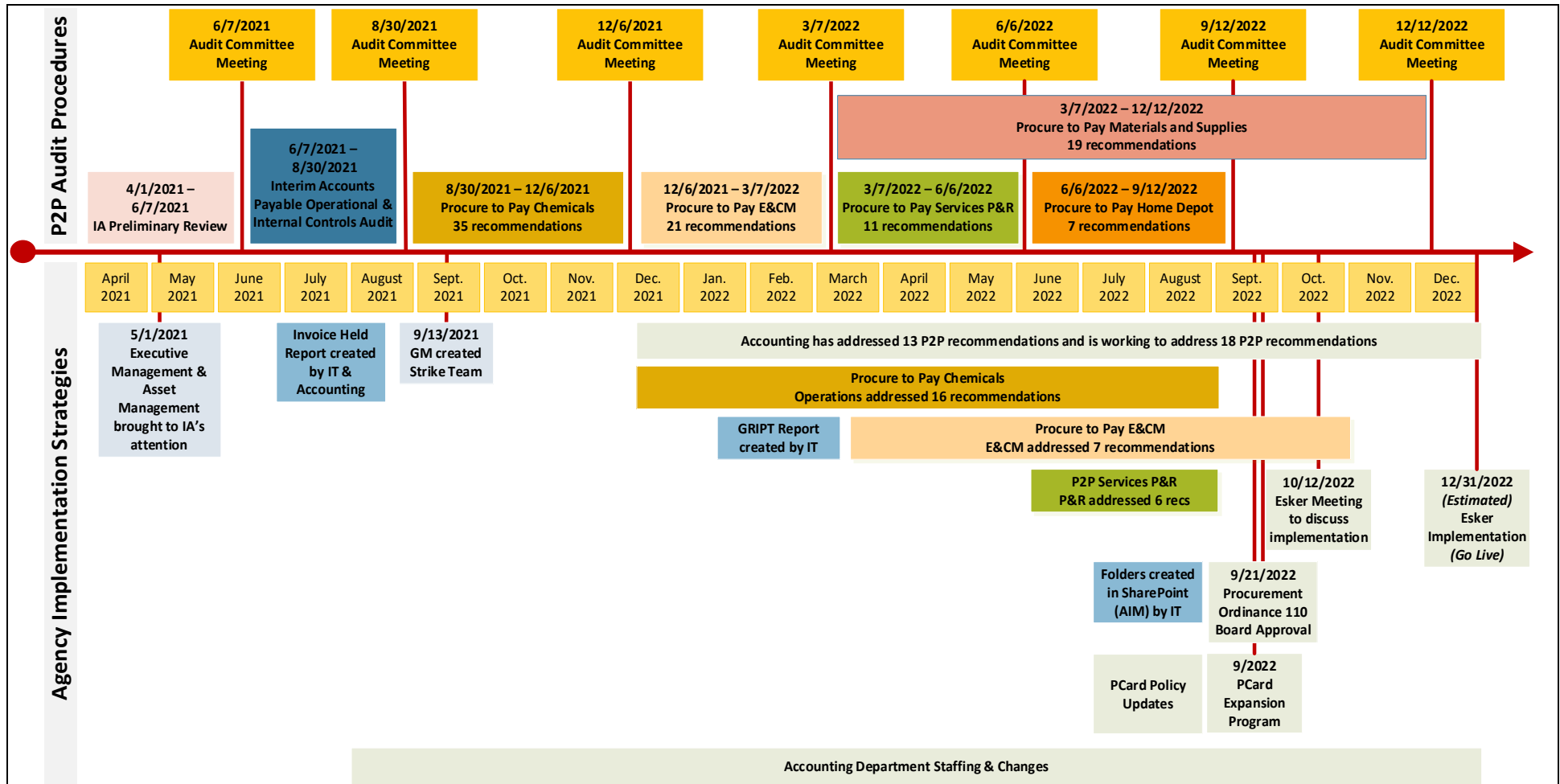
Discussions with Management

IA met with each of the respective department managers and representatives to discuss the observations, the status of each recommendation, and corrective action plans. Where possible, their comments have been incorporated.

The Progress Update for all Procure to Pay Audit Recommendations – Fourth Update 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.

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Procure to Pay Timeline
To demonstrate P2P Audit Procedures & Agency Implementation Strategies



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Reco #	Dept(s). taking the lead	Recommendation	STATUS				Department's Response, Corrective Action Plan and Proposed Date for Implementation	IA comments/notes
			Implemented	In Progress	Not Implemented	No Longer Applicable		
1	E&CM	<p>The E&CM Department management: Finalize and update the SOP by documenting, signing, sharing with staff, and providing training.</p> <p>Ensure the SOP documents the process for monitoring invoices, timely receiving performed in SAP, how to identify the professional services invoices, track, and route for approvals, to allow the Accounting Unit sufficient time to process payments.</p>	X				<p>There is an outdated SOP for processing invoices and pay estimates. Currently, the drafted updated document is under review. The final document is expected to be signed and finalized by June 30th, 2022.</p> <p>On 11/1/2022 ENG discussed that the SOP is now complete and it is being routed for review and signature, a final version is expected by the end of this week.</p> <p>On 11/9/2022 ENG shared the final SOP. All elements are included.</p>	<p>Please forward the completed SOP to IA once it is finalized. IA suggests you place it on a shared drive or on you website on AIM for all your staff to access. IA will follow up in July.</p> <p>On 11/9/2022 Engineering staff shared the SOP. IA reviewed the SOP and determined it contains all items provided in the recommendations. This item is implemented and closed.</p>
2	E&CM	<p>E&CM take the lead to seek assistance of CAP Department and the Accounting Unit to establish procedures for monitoring POs to minimize any budget blocks or delays in processing invoice for payments.</p> <p>The E&CM Department should document an SOP for reviewing, tracking and monitoring contracts, POs, monies remaining, payments issued, and other details of transactions and provide staff training.</p> <p>E&CM should work with IT, Accounting and CAP to determine, develop and/or enhance (using SAP or other systems) and avoid duplication of work/data entry, a report that is of greater value/use to the E&CM department, other than the Open PO Report and/or the MS Access Report, that will track all contracts, corresponding transactions (POs), spending, remaining contract values, vendor contact information, payments issued, and any additional information that E&CM requires. Or determine if the current report and process is the best method available.</p>	X				<p>E&CM has reviewed the current report they utilize with CAP, and both departments along with BIS have found that the report that E&CM currently meets the needs required by the department. No new reports will be made for the trackign of these contracts. **BIS was going to look into seeing if they could generate a report for us utilizing the informaton.I need to follow-up with Kanes.**</p>	<p>IA will follow up on in November.</p> <p>11/1/2022 Per discussion with statt, this item is considered implemented and closed.</p>
3	E&CM	<p>The E&CM Department management should provide training periodically to reinforce the documented SOPs to ensure employees are following consistent procedures.</p>	X				<p>E&CM has a full training plan that was implemented in February 2022 and will go through until 2023 to cover new and older topics with the department.</p>	<p>Recommendation will be considered in progress until #1 is implemented - the SOP is finalized and shared with staff. Did you meant to attach a training plan? Not attached to email. IA will follow up in July.</p> <p>11/1/2022 Per discussion with statt, this item is considered implemented. SOP has been finalized.</p>

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4	E&CM	<p>The E&CM Department management E&CM Department should consider formalizing this metric of 14 days and additional performance metrics and key performance indicators (KPI's), goals, objectives, and a method to measure how timely invoices are approved and received.</p> <p>E&CM Department should work with the IT Department to establish any reports that can provide measurements and metrics.</p>	X				<p>KPI Metric will be included in the SOP to formalize the process. Engineering stated that they will continue to work with IT and Accounting to determine if there are additional monitoring reports.</p>	<p>Recommendation will be considered in progress until #1 is implemented - the SOP is finalized and shared with staff. IA will follow up on the progress sometime in July.</p> <p>11/1/2022 Per discussion with staff, this item is considered implemented. SOP has been finalized and shared with staff. This item is implemented and closed.</p>
8	CAP	<p>CAP should take the lead to make needed updates to Agency Policy A-50 and the Procurement Ordinance, to ensure they provide policy requirements for both PO and Non-PO items and addresses the changes resulting from the recent Agency reorganization to establish the most current and applicable controls for the Agency's procurement activities.</p>	X				<p>On 11/28/2022 It was discussed that updates to the policy will be made after the implementation of Esker - the new invoice upload system.</p> <p>On 8/22/22 Received update from CAP: Yes, we had a meeting with a lot of great discussion. The meeting included CAP and Accounting. The policy is under review, CAP is taking the lead on the review with track changes. Areas of discussion included updating the definition in 4.1 to identify that invoices for NPO aren't tied to a contract or PO routed through the formal P2P process.</p> <p>Update the workflow to remove the reference to the Procurement Ordinance. This is because the ordinance is not the governing document for invoice approvals.</p> <p>Update 5.2.A Guidelines to include more accurately identify the types of goods and services that should be processed via NPO.</p> <p>Update the table in 5.3A for correct titles and thresholds.</p> <p>Update details in 5.4 Processing to include AP related information and where the new Invoice processing software will be applied.</p> <p>CAP stated they would take the lead to evaluate A-50 and provide recommendations to update.</p>	<p>8/22/22 IA will follow up with CAP during the next quarterly update in October/November. IA is also available to review the updates.</p> <p>8/17/2022. CAP is meeting with Accounting to discuss and review the required policy updates.</p> <p>November 2022 - CAP indicated they continue to work on this item.</p>

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23	Acct	<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 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 Accounting should formalize and document specific procedures for how items are selected for matching and processing for payment before the due date.</p>		X			<p>On 8/2/22 the department responded the following: CHEM # 23 – SAP already has an AP aging report; but as discussed in Strike Team meetings, the aging report does not address invoices that are not yet in SAP and/or on hold. Until we have visibility of all incoming invoices there is no report that BIS can develop that would address the observation noted. As such, the Agency is looking into the implementation of an AP automation solution. Pending that solution, Accounting has worked with IT to develop dashboards using SAP data downloaded into an Excel pivots/charts. This new tool has been helpful to understand the historical invoice payment volume and rate of on-time payments. These dashboard charts are also now being used by the Strike Team Lead (Ryan Ward) to evaluate progress and have been presented to Agency Senior Leadership. Regarding the invoices on hold, IT has provided instructions on how to download that data into Excel, and staff can use it to help sort through the data as needed. Accounting has informal desk manuals for how to match and process payments in SAP; however, any updated written procedures or formal SOPs are pending the potential implementation of an AP automation solution. We consider this recommendation implemented as only the SOP is outstanding which is addressed under recommendation CHEM #26.</p> <p>Prior Progress Update Responses: As of January 2022, the Accounting Department continues to have staff vacancies, specifically replacement of an Accounting Technician who retired as of June 2021. The lack of staff has created a "triage" situation within the department, and when end-user's department staff or vendor representatives inquire about an outstanding invoice, that invoice will demand AP staff's attention and be processed as quickly as possible. Given the volume of vendor payments to be processed vs the current staff workload capacity, it's difficult for AP staff to proactively identify invoices that are overdue. However, we disagree that staff are waiting to process payments until someone inquires. Instead, AP staff process payments based on: product/service being purchased (for example, priority is given to chemical vendors since the product is critical to plant operations), and if the goods receipt has been performed (i.e. ability to perform the 3-way match.) Accounting management agrees it would be very helpful to be able to extract data from the SAP Held Screen (code MIR6 in SAP) and has advised BIS of our request. We will continue to work with BIS to create a report, or data extraction capabilities (i.e.,</p>	<p>8/3/2022 Accounting has determined that placing all invoices in the "held" feature is the most efficient method to process AP items. There is currently a desk procedure on the uploading/intake of invoices using the "held" feature. Accounting stated that a final SOP will be formalized and finalized upon the implementation of all new/updated accounting processes. This will be addressed through #26 below. It should also be noted that in this recommendation IA also suggested there be a process for staff to monitor items to frequently review and evaluate the outstanding items and past due items and elevate them for additional attention and prompt processing. IA provided this second part of the recommendation related to documenting how the Held Invoice database is used to track, monitor and prioritize payments, in the new recommendation under ENG #11. To streamline and simplify the recommendations, this recommendation will be considered Implemented since AP determines logging in the invoice held feature is a good control. The part regarding SOPs is in progress in Reco #26 and Eng #11 re utilizing the date in the invoice held feature continues to be In Progress.</p> <p>8/3/2022</p> <p>Prior Progress Update Response: This recommendation is considered In Progress. Accounting has worked with IT and there is now a way to export the information into a report that can be used to sort and prioritize items. The process for how and when to use the report should be documented in a SOP. Planned date for full implementation is 2/28/22.</p>
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26	Acct SOP	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.	X	<p>Response on 8/2/2022: CHEM # 26 – Updated formal SOPs remain outstanding. At this time, dedicating AP staff to revising the SOPs will only slow down invoice processing. Even if an outside consultant is retained to document AP processes, staff will need to be interviewed, verify accuracy of documentation, and test the new SOPs. Further, the Agency is in process of obtaining AP automation software which will change the SOPs. While Accounting management agrees that updated SOPs are best practice, the existence of SOPs does not necessarily increase efficiency or on-time vendor payments. Additionally, Accounting already has many informal “desk manuals” that are used by new staff to guide them on the steps for processing; while not in standard Agency SOP format, these desk manuals are effective in providing new and temporary staff instruction on how to process payments. In regard to a timeline of completion, we will align to and incorporate this task as part of implementation of any new AP automation software - TBD. Staff also stated that while we continue to make changes to payment processes, we believe it would be a better use of staff time to wait until we finish other payment solutions.</p> <p>Prior Progress Update Response: Accounting Management agrees there is a need for documented SOPs for payment processing in order to establish consistence procedures and strengthen the internal control environment. We will complete a draft of SOPs for Executive Management review no later than January 31, 2022 and/or once all recommendations and changes affecting AP processes have been implement.</p> <p>Response on 2/17/2022: SOPs are in process; however, they are taking much longer than anticipated, particularly given the unresolved lack of personnel capacity in the Accounting Unit. As noted at the Strike Team meeting, the AP Process Overview SOP was not ready for any sort of review but was forwarded only as evidence of the progress being made. The plan is for the Controller to continue to work on the AP Process Overview SOP, while the AP staff formalize and review all the various desk manuals, guides, cheat sheets, and other various references that are provided to staff. By February 24th, we will have the Mail / Invoice Intake desk manual completed which will be used to assist in training the new Interns onboarding the week of February 28th. By March 24th the Accounting Unit will submit a draft of the Process Overview SOP that is ready for review by the IA team, which will include the references (names) of the other desk manuals. We</p>	<p>8/5/2022: this recommendation is specific to how and what items AP staff select to perform the 3-way match and process payments. Accounting has committed to completing all SOP's after all processes have been finalized and adopted. This recommendation will be considered In Progress until the SOP is documented. The department can provide desk procedures or draft SOPs for IA's review or provide an approximate timeline for implementation to consider this In Progress.</p> <p>IA considers the recommendation In Progress until the SOP is fully documented, finalized, distributed to staff for training.</p> <p>A Draft SOP was forwarded. IA will provide review comments and recommendation to consider in finalizing the SOP. This recommendation suggests an SOP for the 3-way match, other recommendations suggest SOPs for other processes and procedures within Accounting.</p>
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27	Acct Training	Training should be provided periodically to reinforce the documented SOPs to ensure employees are following consistent procedures.		X			<p>Response on 8/2/2022: CHEM # 27 – Training on new SOPs is outstanding since updated SOPs aren't completed. Note that training of AP staff is provided on an ongoing basis as needed. Existing SOPs and desk procedures are provided to new AP staff as part of the onboarding and on-the-job training process. Accounting Management agrees AP staff should be provided training on any new processes established as the result of this review. The Accounting Supervisor will be responsible for ensuring the existing staff as well as new AP staff are trained on the SOPs, on an ongoing basis. In addition to training sessions, the Accounting Supervisor regularly meets with the AP team and will use those meetings to reinforce best practices as well as any updates to the SOPs.</p> <p>Response on 2/17/2022: See recommendation # 26 regarding timeline of SOP creation. As previously noted, training will be provided to new staff as they onboard, as well as on an ongoing basis. The SOPs will be distributed to all AP team members, and evidence of the distribution will be provided to IA as it occurs. While the SOPs are mostly documenting processes that are already occurring, any new or changed procedures will be communicated to the AP team via their weekly meetings with the Accounting Supervisor over AP.</p>	<p>8/5/2022: This recommendation will be considered In Progress - there are no final SOPs to provide staff training on current process. However, the department processes are evolving and new staff have been hired and training is on-going. IA requests a "plan for on-going and future training", for example, types of training, timeline and plans, etc. Accounting staff have not provided an anticipated date for documentation of SOPs or planned training. Once all SOPs are formalized and finalized, Department management can determine how to best provide training and information on the new SOPs, a plan of action for that training can be provided as a response to this recommendation for an In Progress status. <u>Additionally, Accounting staff should consider providing some type of training now even if SOPs have not been finalized, also for an In Progress status.</u></p>
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29	Acct KPIs	Accounting should 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.		X			<p>Response on 8/2/2022: CHEM # 29 – The primary AP KPIs related to invoice processing is to ensure payments are made to vendors within contract terms (no late payments), as well as not having audit findings from the external auditor related to vendor payments. IT developed a dashboard using SAP data uploaded into Excel pivot table / charts which shows how many PO invoices (VI documents) and non-PO invoices (VM documents) were paid on-time and the total volume per month. This dashboard has helped management look at historical and current on-time pay rates. The Agency is looking at an AP automation solution which includes analytic reports, allowing for easier monitoring of vendor payments. Once that solution is implemented, Accounting management will identify what monitoring reports best serve our needs to measure performance, and if any additional KPIs should be tracked.</p> <p>Prior Progress Update Response: Accounting Management agrees performance metrics and goals for on-time payments should be established. We will work with BIS to create any reports needed to monitor our department's adherence with the performance metrics. Accounting department management will use the established metrics to continue to monitor timeliness of vendor payments, identify the cause of transactions not meeting these goals, and how to prevent such delays. The Accounting Supervisor will further consider these metrics as part of their probationary or annual evaluation of AP staff's job performance.</p>	<p>8/5/2022: The response indicates that the department will explore KPIs after the AP automated solution is implemented. The recommendation will continue to In Progress as with the prior progress report until KPIs have been established.</p> <p>Prior Progress Update disposition: IA considers this recommendation not implemented at this time. Does Accounting have a timeline for establishing KPIs, goals and objectives and a method to measure how timely invoices are paid?</p> <p>Based on this new response, this recommendation will be considered In Progress until all Key Indicators are formalized and more defined measurements/goals are established, and the monitoring reports are being used to measure what is intended to measure. Once this practice is in place and consistently applied, the recommendation will be considered Implemented.</p>
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30	Acct SOP	<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>		X		<p>8/2/2022 response provided: CHEM # 30 – This recommendation is to update SOPs which is addressed under CHEM # 26.</p> <p>Prior Progress Update Responses: The Strike Team responded that the recommendation will also be addressed in recommendation six (6) with the creation of a SOP.</p> <p>Accounting management recommends the Bill of Lading continue to be attached to the receiving transaction in SAP by the receiver. Receiving support documents, such as the Bill of Lading, assists AP staff in verification of the 3-way match since sometime the information on the invoice doesn't align with the information on the purchase order and/or to resolve errors in the receiving that may prevent payment processing. Hard copies of documents do not need to be forwarded to the Accounting Department.</p>	<p>8/5/2022: This recommendation is related to SOPs. This specific Reco #30 is related to documenting the requirement for completing receiving, matching and processing payments, <u>to specify the types of documents that should be included and verified in SAP or other required reports needed before payments are processed - specifically to address the need for a Bill of Lading or other deliver document.</u> Recommendation Chem #26 is related to document the process for when and how the matching is completed and when payments are processed only. This recommendation, CHEM #30 steamed from the audit finding where 35% of the Bill of Lading items were missing. If these documents were missing, how was accounting able to complete the 3-way match? While Chem #26 suggests the SOPs, CHEM #30 suggests incorporating details of the information that should be obtained and used to complete the matching. If accounting has a desk procedure, please provide for IA review. Both #26 and #30 will be considered In Progress.</p> <p>Per responses provided on 2/17/22, the provided draft SOP and the timeline to finalize SOPs, IA will consider this recommendation In Progress.</p>
31	Acct SOP	<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>		X		<p>8/2/2022 response provided: CHEM # 31 – This recommendation is to update SOPs which is addressed under CHEM # 26.</p> <p>Accounting management agrees SOPs need to be created to document the vendor payment process (see also recommendation 26.) Accounting management will follow-up with BIS to create a report or the ability to pull data from the hold screen (MIR6) to determine how long invoices have been pending payment (see also recommendation 23.)</p>	<p>8/5/2022: This is a 4 part recommendation re SOP:</p> <ol style="list-style-type: none"> 1. SOP re receiving, matching and processing pmts. This first item is being addressed under CHEM #26 2. Specify the types of documents that should be included and verified in SAP or other required reports. 3. Specify that the invoice received by AP should be documented with a date received and uploaded into SAP and accurately matched to the corresponding transaction. 4. develop a report that shows all outstanding invoices - this portion of the recommendation is being addressed under CHEM #23 re Aging or other tracking report. <p>Reco #31 is related to the findings noted in the report: 8% of items tested did not include an invoice in SAP. How did AP staff complete the matching and the payment? In 3% of items tested AP staff did not document the date the invoice was received (no date-stamp on invoice).</p> <p>In 13% of items tested there was a difference in the amounts paid when compared to the amount of the vendor's invoice.</p> <p>A policy or SOP should incorporate the requirements for the detailed items needed and the supporting documents that should be included. Recommendation</p>

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32	Acct SOP	<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>		X		<p>8/2/2022 Response provided: CHEM # 32 – Accounting staff communicate with Agency receivers on a daily basis. Accounting staff additionally participate in the CAP Café and other trainings, such as the Fiscal Year End Training, to advise receivers on best practices. We consider this recommendation implemented as only the SOP is outstanding which is addressed under recommendation CHEM # 26.</p> <p>Prior Progress Update Response: The Strike Team responded that the recommendation will also be addressed in recommendation six (6) with the creation of a SOP.</p> <p>Accounting management agrees a formal Agency Policy regarding appropriate use of data fields within SAP is needed. For AP processes, the data field usage will be defined withing the AP SOPs (see also recommendation 26.) Accounting management will further consult with other Agency departments regarding suggested best practices to incorporate within SOPs over SAP receiving or other P2P processes. Additionally, the Accounting Supervisor will provide feedback and training to receivers on the use of SAP data fields as part of the ongoing bi-weekly coordination meetings with Administrative Assistants (see also recommendation 28.)</p>	<p>8/5/2021: The intent of the recommendation is meant to have accounting take the lead to clarify, inform and emphasize the importance of data entry accuracy with regards to dating information. The finding related to this recommendation noted that 15% of items tested had incorrect/inaccurate dates or data resulting from either data-entry errors or back-posting information. This recommendaiton will remain In Progress if accounting will address this in an SOP or if there is any communication re these. CHEM #26 is specific to an SOP for procedures related to matching and processing payments.</p> <p>Prior Progress Update disposition: Per responses provided on 2/17/22, the provided draft SOP and the timeline to finalize SOPs, IA will consider this recommendation In Progress.</p>
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33	Acct SOP	<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 or that items are processed by the payment terms.</p>		X			<p>8/2/2022 Accounting response: CHEM # 33 – This recommendation is to update SOPs which is addressed under CHEM # 26.</p> <p>Prior Progress Update Responses: The Strike Team responded that the recommendation will also be addressed in recommendation six (6) with the creation of a SOP.</p> <p>Similar to recommendation thirty three (33), Accounting management agrees a formal Agency Policy regarding appropriate use of data fields within SAP is needed. For AP processes, the data field usage will be defined withing the AP SOPs (see also recommendation twenty six (26).) Accounting management will further consult with other Agency departments regarding suggested best practices to incorporate within SOPs over SAP receiving or other P2P processes. Additionally, the Accounting Supervisor will provide feedback and training to receivers on the use of SAP data fields as part of the ongoing bi-weekly coordination meetings with Administrative Assistants (see also recommendation twenty eight (28)).</p>	<p>8/5/2022: Recommendation #26 specifically relates to documenting the methodology for performing the matching and processing payments. This reco #33 is a 4-part recommendation:</p> <ol style="list-style-type: none"> 1. to document a procedure for the expectation of accuracy of data - this is going to be addressed with CHEM #32 above. 2. to specify the expected time frame for processing the invoice - uploading it in the database, when 3way match should be completed and process for payment. These would provide the metrics needed to track the performance of AP duties and track the progress of invoices. This part of the recommendation is In Progress, pending completion of all SOPs and KPIs established as well as training. 3. to specify how invoices are monitored to ensure they are paid on time. This is being addressed through the recommendation related to creating an aging or other tracking report that provides visibility of all invoices received and through the implementation of the software system. 4.to specify how delayed items should be handled and communicated. This part of the recommendation requires 2 above be completed so there is a monitoring tool then there needs to be some communication or procedure on what is done when items are delayed. <p>This recommendation was also provided as a result of the audit findings in the report: 20% of items tested were paid after the invoice due date even when the receiving was completed within less than 15 days. What measures can AP put in place to prevent late payments when receiving is done timely? 80% of items tested were paid late because receiving was completed date. However, the payment was issued between 1-180 days after the receiving was completed and they invoices were already overdue. What tool/method does AP have to monitor late invoices/late receiving?</p>
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35	Acct SOP	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. 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.		X				<p>8/2/2022 Accounting response: CHEM # 35 – This recommendation is to update SOPs which is addressed under CHEM # 26.</p> <p>Prior Progress Update Response: Accounting Management agrees there is a need for documented SOPs for payment processing in order to establish consistence procedures and strengthen the internal control environment. We will complete a draft of SOPs for Executive Management review no later than January 31, 2022 and/or once all recommendations and changes affecting AP processes have been implement (see also recommendation twenty six (26)). Accounting Management agrees performance metrics and goals for on-time payments should be established (see also recommendation twenty nine (29)).</p>	<p>8/5/2022: Recommendation #26 specifically relates to the method for when and how the 3-way match process is selected and how invoices are selected and processed for payments. This reco #35 is specifically related to:</p> <ol style="list-style-type: none"> 1. the requirements of AP staff to open/download, date, upload and match and process invocie in SAP and process payments on time. What is the acceptable timeframe for AP staff to acknowledge the invoices and upload for monitoring and tracking? 2. indorporate goals/objectives and KPIs specific to AP staff duties. <p>The original audit findings noted that 13% of the items tested, AP staff "received by AP staff date" was more than 30 days after the vendor's invoice date. This delayed the invoice processed by AP. 30 days after the invoice date will make the payment late. In these items all invoices were emailed to the AP email address. There were no reference notes as to the reasons for the delay in the receiving of the invoice. There needs to be a consistent method for the timing of retrieving the invoices and uploading them to begin the payment process.</p> <p>This recommendation will continue to be In Progress until the department determines a method with timelines/metrics for the different activities.</p> <p>Prior Progress Update disposition: Per responses provided on 2/17/22, the provided draft SOP and the timeline to finalize SOPs, IA will consider this recommendation In Progress.</p>
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10	Acct	<p>The Accounting management evaluate and make necessary updates to its internal processes and procedures to ensure all professional service invoices are received by AP staff and are immediately sent to the corresponding Agency department for approval and receiving.</p> <p>Accounting management continuously work closely with the E&CM Department and other Agency Departments and keep a reference list of the professional/consulting services vendors that each Department is managing, to ensure proper reference and routing of the invoices is done immediately upon receipt. This will require continuous communication with the Departments as well as continuous communication with vendors to specify instructions for submitting invoices.</p> <p>Accounting management track the professional/consulting services invoices in the Invoice Held database or other tracking database to monitor when they are received by the Agency and when they are due for payment.</p>	X	<p>Response provided on 8/2/2022: ENG # 10 – Accounting believes a significant benefit to implementing an AP automation software solution will be the ability to capture and make visible within the system all incoming invoices, as well as provide a workflow and/or forwarding capability within the system which is more efficient than the current process. Meanwhile, to increase the efficiency of forwarding invoices that need approval, the AP team has created a "cheat sheet" using Excel of service vendors and the associated department personnel the invoice should be forwarded to. This guide is now being used by the Accounting Interns responsible for mail processing, invoice in-take and forwarding. Accounting has also been using an invoice in-take log to capture all invoices that come into the Accounting department. Accounting management believes the best solution for this audit observation will be AP automation software. Although selection and implementation of the software is still pending, see recommendation ENG # 12, that solution was not part of this recommendation; as such, Accounting considers this recommendation implemented as noted. Additionally, staff stated that staff is instructed to review the inbox and mail daily and forward to the appropriate department immediately.</p> <p>First Progress Update Response: The Agency is currently in the process of evaluating technology solutions to improve the visibility of incoming invoices, as well as possibility of creating workflow to distribute and approve invoices. BIS has been coordinating these efforts. Last demo held on 4/5/22; next scheduled for 4/18/22.</p> <p>Accounting and Finance Management meets with E&CM monthly to, amongst other topics, review issues with payments to vendors. The last meeting was on 3/29/22. Additionally, the Supervisor of Engineering Services and the Accounting Supervisor do share lists of vendors used by E&CM, as well as lists of invoices received in AP. As part of review of these recommendations, EN&C staff met with Accounting Management, as well as CAP and IT staff on 4/6/22 to review possible areas of improvement for the P2P for services.</p>	<p>8/5/2022: This is a 3-part recommendation and accounting agrees with the recommendation: 1. Invoices should be immediately sent to departments: Is this being done, if so how? 2. create a reference list of the professional services with the corresponding department to help in routing. Per the response provided by accounting, the "cheat sheet" should facilitate identifying where the invoices go. This portion of the recommendation will be considered implemented pending IA receives a copy of the cheat sheet. 3. Invoice Held tracking: Per accounting, all invoices are now tracked in the invoice held feature.</p> <p>First progress update disposition: Per Accounting's response, Accounting plans to move forward with implementing a new technology solution to improve uploading invoices received. This will be an on-going, long term project to address the recommendation.</p> <p>In the meantime, to address the recommendation based on the current/existing practices, Accounting will continue to use current processes to receive and forward invoices. No changes to current practices are planned? The recommendation suggest to: *evaluate an update internal processes to immediately send the invoice to the department, *to work closely with E&CM to keep a reference list of the professional/consulting service vendors, including continuous communication, and *to track the service invoices. Accounting did not respond to these items in the recommendation. The response indicates that the plan is to work on implementing new software. If Accounting disagrees with the recommendation, please indicate so.</p> <p>As of 4/18/22, based on the response provided, this recommendation is considered Not Implemented, pending full implementation of new software.</p>
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11	Acct	<p>The Accounting management should take the lead to work with the IT Department to develop useful monitoring report from SAP to assist with the review, tracking, and monitoring invoice due dates, open invoices, and prioritizing payments. (Note: This similar recommendation was provided in the Procure to Pay Chemicals audit report as Recommendation twenty-one (21). As of February 15, 2022, the IT Department has developed a way to export the data into excel to create reports).</p> <p>New Recommendation: The Accounting management should determine how this new reporting/monitoring tool (information from the Held Invoices) will be used and implement a procedure to assist with tracking, monitoring and prioritizing making timely payments.</p>	X			<p>Response on 8/2/2022: ENG # 11 – The recommendation is to create monitoring reports, specifically to review invoices that are pending in MIR6. Accounting does not believe that is necessary, as AP staff and management can look at and review the items on hold using the existing SAP screens. Working with IT, staff now know how to download this data into Excel to view/sort more easily as needed; see also CHEM recommendation #21. As such, Accounting management disagrees with the recommendation and instead suggest that purchase and implementation of an AP automated software solution that includes monitoring reporting capability is a better solution; see ENG recommendation # 12. Accounting doesn't agree with this recommendation.</p> <p>Prior Progress Update Response: Accounting now has the ability to export data on held invoices in SAP (via the MIR6 transaction) into Excel. This has been helpful when researching the status of a payment. Additionally, the Interns that joined Accounting as of 2/28/22 are now trained on mail processing / invoice in-take process, and have been maintaining the invoice log. This log records all invoices that come into Accounting, either by email or post mail. However, we continue to struggle with visibility of all incoming invoices, and are looking into additional technology solutions as noted above (see recommendation number 10.) Pending the Agency possibility purchasing an external solution, we have held off on creating any additional reports. Further, any reports derived from the data in SAP will not capture the non-PO invoices. Accounting many times is not aware that a non-PO purchase has been made, and therefore has no way of knowing there is an invoice outstanding until it arrives in Accounting. We would like to see adherence to the Agency's Purchasing Ordinance by all Agency staff, so that the vast majority of all purchases are made using a PO <i>(note this is not specific to services, but is an issue with various types of purchases.)</i></p>	<p>8/5/2022: This recommendation may be similar to CHEM #21 but it is not the same. As noted, the recommendation was Updated for this report only.</p> <p>The "new recommendation" suggest for accounting, as a best practice, to implement a method/report for viewing, tracking, monitoring and prioritizing all invoices to plan to make all payments timely, specifically to monitor all payments in one report with greater visibility. Based on the response provided by Accounting - The department will not be using the invoice held information to assist with tracking, monitoring and prioritizing making payments, the department believes navigating through the various screens for view items on hold. One single report would perhaps be more efficient.</p> <p>The department now disagree with the recommendation, does the department have an alternate control that is in place to track, monitor, view and prioritize invoices for payment? If so, please provide a copy to clear the recommendation. If the department will wait until the software solution is implemented, this recommendaiton will continue to be in In Progress.</p> <p>Prior Progress Update Disposition: The recommendation states that Accounting should determine how to use the MIR6 export into excel and determine how it will be used for tracking, moniotring, prioiritizing and making timely payments. The recommendation suggest to document this iinot a procedure to assist with consistency of this process.</p> <p>The recommendation was not addressed. This recommendation is considred Not Implemented.</p> <p>The response provides information on: 1. the mail processing/ invoice in-take process, 2. invoice log (in addition to the Invoice Held screen), 3.evaluation of</p>
12	Acct	<p>The Accounting management should take the lead to work with the IT Department and determine if an invoice recognition software or other technology tools could assist with the uploading of invoices.</p>	X			<p>Response on 8/5/2022: ENG # 12 – Accounting agrees with this recommendation and implementation is in progress.</p> <p>Prior Progress Update Response: Accounting concurs with this recommendation and is currently working with IT staff to determine feasibility. (See also recommendation 10 above.) Note too that if such as solution is purchased, we will need to revise any relevant SOP related to vendor payment processing.</p>	<p>8/5/2022 Recommendation is In Progress. Accounting continues to work with IT attending demos from 2 different vendors.</p> <p>Prior Progress Update disposition: IA has participated in some of the meetings and demonstrations regarding software solutions for invoice recognition. This recommendation is considered In Progress.</p>

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13	Acct	<p>It is recommended that the Accounting management:</p> <ul style="list-style-type: none"> •establish a procedure to track all open invoice issues, •open invoice issues are reviewed by the Accounts Payable supervisor at the end of each month to ensure open items are cleared. •work with the IT Department to determine a more streamlined/efficient process in SAP to verify that receiving was completed and expedite the three-way match, and •utilize software tools such as SAP Concur for invoice process and management. 		X			<p>Response on 8/2/2022: ENG # 13 – This recommendation is to update SOPs which is addressed under CHEM # 26.</p> <p>Prior Progress Update Response: Accounting does not believe that the variability in the time it takes to process one vendor payment vs another is an indication of poor internal controls, but instead is the nature of processing a variety of types and complexity of invoices, as well as other factors that determine the time it takes to perform the 3-way match.</p> <p>An external technology solution may assist in the efficiency of the matching process, as well as AP's ability to more quickly follow-up on issue or outstanding items preventing payment processing. Accounting is currently working with IT to explore options. (See recommendation 12 above.)</p> <p>While the statistics noted in the observation do not align to historical trends noted when data is pulled directly from SAP (using the FBL1N transaction), it is known that vendor payments aren't being processed timely. However, there are many factors, as evidenced by the recommendations in this report to departments throughout the Agency, not just Accounting, that influences the timeliness of vendor payments. Using transactional data pulled from SAP directly (again, via FBL1N), after each payment run (at least weekly) Accounting Management (Deborah / Javier) look at the payments that were paid significantly late (over 60+ days) to analyze the cause of the delay to identify possibly process improvement opportunities. These issues and possible preventive solutions are discussed with the Accounting Supervisor during weekly meetings.</p> <p>We do not agree that creating a separate tracking for "invoice issues" is an efficient way to monitor vendor payment processing. Instead, on an ongoing basis, as part processing payments, AP staff follow-up on issues that are preventing invoices from being processed. The Accounting Supervisor reviews open invoice issues on a daily basis through monitoring the APGroup email, the GR/IR report (FBL3N screen for account 200900), as well as through communication with AP and other Agency staff.</p>	<p>8/5/2022: This recommendation specifically suggests that accounting establish a procedure or process for 4 items and by procedure/process it is intended to be an actual step in the process, a control, an added tool; <u>this recommendation is not indicating a written/documented SOP is needed</u> as that is addressed separately. The processes recommended are: 1) to track all open invoice issues 2) open invoice issues are reviewed by a supervisor to ensure these are cleared 3) research a more efficient process to expedite the 3-way match 4) utilize a software tool for invoice management. Per all responses 3 is being addressed under prior recommendation, 4 is also it's stand alone recommendation in Eng #12. Accounting needs to address 1 and 2 and demonstrate there is a control or process in place for these and demonstrate how. These are provided as a recommendation because the findings under this audit were that 73% totaling over \$1M in professional services invoices were paid late in FYs2019 and 2020. The follow up question is: what alternate controls and best practices can accounting demonstrate to show that these findings/recommendations are being addressed? This recommendation will be considered in progress because 2 of the 4 bullet points are being addressed under other recommendations and anticipating accounting has adopted different processes to address the first 2.</p> <p>Prior Progress Update disposition: The recommendation is suggesting controls to improve how invoices are selected to be matched and processed for payment. "Controls" include anything related to a process/procedure. IA has not been provided with any documented procedures for how the department selects and processes matching and payments. The recommendation is encouraging and suggesting that the department work to * formalize a procedure/process to track all open invoices, *formalize a procedure/process to review open invoice issues by a supervisor at the end of each month to ensure that anything that is due and was not processed for payment is addressed and follow up on, *work with IT to determine a more efficient process within SAP to verify that any items pending receiving are addressed/resolved so that they are paid timely, and to *utilize SAP to manage invoices, which includes continuously reviewing invoices that are due and require receiving and to ensure there is a process in place to follow up.</p> <p>Per the response provided, the recommendation is considered In Progress, until the department documents/implements a SOP for reviewing, monitoring invoices.</p>
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14	Acct	<p>The Accounting management work with the IT Department to evaluate the feasibility of implementing a centralized SharePoint portal (like the one developed for E&CM) and determine if it would be of value to have for all Professional Services invoices where they can be stored for further processing. In addition, Share Point can assist AP staff in sorting and identifying invoices for their staff and ensure they track the approvals needed.</p> <p>Accounting management should work with IT to determine the feasibility of utilizing SAPs workflow process to route invoices for approval while keeping track of where they are in the approval process and ensuring timely payments.</p> <p>Additionally, establish formal, documented procedures for Accounting and other departments using SharePoint to ensure there is consistency in using SharePoint and timely processing invoices for approval and payment.</p>	X	<p>8/2/2022 response provided: ENG # 14 – The solution suggested is purchase and implementation of AP automation software, as outlined under recommendation ENG # 12. Accounting requests this recommendation be changed to “NA” and/or combined with ENG # 12.</p> <p>Prior Progress Update Response: Accounting concurs with the recommendation and is currently working with IT to evaluate possible technology-based solutions to assist with the routing of invoices. (See recommendation 10 and 12 above.)</p>	<p>8/5/2022: This is a 3-part recommendation - the original finding was related to making the routing of service invoices more efficient and eliminating the lack of visibility of the invoices when routed. The 3 parts are:</p> <p>1- work with IT re Sharepoint - this part has been addressed, per emails and correspondence related to new improvements.</p> <p>2-utilizing workflows to route invoices - this part is In Progress pending the implementation of a software tool.</p> <p>3-formal, <u>documented</u> procedures specific for Accounting and department staff <u>using SharePoint</u> - this is being addressed through - based on recent review of email correspondence, this is being drafted for email distribution.</p> <p>IA considers this recommendation In Progress pending finalizing the process for the various sharepoint folders and the instructions on using such.</p> <p>Prior Progress Update Disposition: Per Accounting's response, Accounting plans to move forward with implementing a new technology solution to improve uploading invoices received. This will be an on-going, long term project to address the recommendation.</p> <p>This recommendation will be considered In Progress.</p>
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10	Acct	<p>To minimize delays in routing invoices for approval and paying on time, IA recommends Accounting take the lead to work closely with the IT and respective departments involved to:</p> <ol style="list-style-type: none"> 1) determine if having an updated list of current vendors and related projects per department would be a good reference to rely on for timely/properly routing invoices, 2) determine if a SharePoint Document Library (similar to the one developed for Engineering & Construction Management) will assist with routing, 3) implement other technologies and solutions (new and/or existing) or workflow to implement a more efficient tool to manage and route invoices that are shared amongst various Agency departments, and\ 4) work directly with vendors to request they add additional identifying information directly on the invoices (project/contract, PM, etc.). 		X			<p>8/2/2022 Response received: P&R # 10 – Recommendations implemented under other audit observation; see recommendation ENG # 10. Accounting considers this recommendation implemented.</p>	<p>This recommendation is considered In Progress per the updates provided and discussed with Planning.</p> <p>8/5/2022: In Reco ENG #10, currently In Progress, accounting stated that they believe there will be a significant benefit to implementing an AP automation software solution with the ability to capture and make visible within the system all incoming invoices as well as provide a workflow capability which will be more efficient than the current process. This response indicates that AP is supportive and pending the implementation of the new AP software tool and will rely on this tool to establish a consistent system and best practice for uploading and routing vendor invoices to the correct department.</p> <p>In the response provided AP did not address the fourth item which states that the department work with vendors to request they add additional identifying information on the invoices so that it assists identifying where the invoices go.</p> <p>IA determines this recommendation as In Progress until Accounting can provide a final disposition for item #4 to determine if this is something they will work on. All other items of this recommendation will be considered No Longer Applicable since the software solution will be addressed under ENG #12. And the routing of professional service invoices are being addressed through ENG #10.</p>
11	Acct	<p>Accounting management should take the lead to work directly with P&R department to determine the most efficient/effective way to communicate that the receiving function in SAP has been performed. Both departments should discuss and agree if there is a need to use email communication for invoice management.</p>		X			<p>8/2/2022 Response received: P&R # 11 – A meeting was held on July 18, 2022 with P&R management and administrative personnel. No specific changes to procedures resulted. Accounting management believes implementation of an AP automation software will allow for AP visibility of invoices being routed for signature; see recommendation ENG # 12.</p>	<p>8/5/2022: The intent of the recommendation is to eliminate the many emails that come to accounting from internal and external sources. It is unclear what the consistent message and process will be. It is unclear what the process will be. When reviewing the response in ENG #16 re the new internal email address and this response and our discussion with Planning, it is unclear what the communication to staff is and what Accounting will do. Accounting is choosing to keep the same process in place and not make any changes or modification to the current communication process. Accounting believes that the implementation of the software solution will be a benefit to this process. IA considers this recommendation In Progress until there is one consistent method across the Agency to simplify the process and to assist with eliminating the email traffic.</p>

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Home Depot Recommendations

1	CAP	Consider eliminating the Home Depot Credit Cards and using the Procurement Card instead, to ensure employees are able to purchase items when needed. (As stated in Recommendation # 5 of the Procurement Card Audit Report, dated March 1, 2018)	At the time of our review, the Agency initiated steps to phase-out and eliminate the Home Depot credit cards and absorb the credit program through the P-card program, as originally recommended by IA in the Procurement Card Audit Report, dated March 1, 2018. As of the date of IA's review, August 2022, the Home Depot credit card program is still in practice. These observations and recommendations represent best practices and good internal controls to implement if the Agency chooses to keep part or all of the Home Depot credit program. IA recommends these recommendations be implemented and/or the observations addressed through alternate controls, while the Home Depot credit program continues.
2	All Depts with HDCCs	Department leaders that manage Home Depot credit cards should evaluate if using the iPhone technology to upload the receipts to SharePoint would be the best technology to expediate the receiving in SAP. If the Department leaders determine that using current iPhone technologies to upload to a SharePoint Document Library would be beneficial (similar to the process utilized by Groundwater Recharge for their Home Depot receipts and the process utilized by Operations staff for uploading the Chemical delivery documentation), then Department leaders should work with IT to setup business processes for the Home Depot receipts to be uploaded and forwarded to the appropriate receiver.	At the time of our review, the Agency initiated steps to phase-out and eliminate the Home Depot credit cards and absorb the credit program through the P-card program, as originally recommended by IA in the Procurement Card Audit Report, dated March 1, 2018. As of the date of IA's review, August 2022, the Home Depot credit card program is still in practice. These observations and recommendations represent best practices and good internal controls to implement if the Agency chooses to keep part or all of the Home Depot credit program. IA recommends these recommendations be implemented and/or the observations addressed through alternate controls, while the Home Depot credit program continues.
3	Acct	Accounting should take the lead to communicate and provide information and clarity about the method for completing receiving for Home Depot transactions, including, specifying the identifying information required to be included.	At the time of our review, the Agency initiated steps to phase-out and eliminate the Home Depot credit cards and absorb the credit program through the P-card program, as originally recommended by IA in the Procurement Card Audit Report, dated March 1, 2018. As of the date of IA's review, August 2022, the Home Depot credit card program is still in practice. These observations and recommendations represent best practices and good internal controls to implement if the Agency chooses to keep part or all of the Home Depot credit program. IA recommends these recommendations be implemented and/or the observations addressed through alternate controls, while the Home Depot credit program continues.
4	CAP	CAP should take the lead to establish clear guidelines or an Agency policy to ensure there are clear guidelines for the use of Home Depot credit cards.	At the time of our review, the Agency initiated steps to phase-out and eliminate the Home Depot credit cards and absorb the credit program through the P-card program, as originally recommended by IA in the Procurement Card Audit Report, dated March 1, 2018. As of the date of IA's review, August 2022, the Home Depot credit card program is still in practice. These observations and recommendations represent best practices and good internal controls to implement if the Agency chooses to keep part or all of the Home Depot credit program. IA recommends these recommendations be implemented and/or the observations addressed through alternate controls, while the Home Depot credit program continues.
5	Acct	Accounting should take the lead to document procedures for uploading, tracking and monitoring Home Depot credit card purchases. Accounting should ensure there is a documented best practice method to account for, track and monitor all payments due to Home Depot to ensure the transactions are matched timely and payments are processed timely to ensure the Agency takes advantage of the early payment discount and pays on-time.	At the time of our review, the Agency initiated steps to phase-out and eliminate the Home Depot credit cards and absorb the credit program through the P-card program, as originally recommended by IA in the Procurement Card Audit Report, dated March 1, 2018. As of the date of IA's review, August 2022, the Home Depot credit card program is still in practice. These observations and recommendations represent best practices and good internal controls to implement if the Agency chooses to keep part or all of the Home Depot credit program. IA recommends these recommendations be implemented and/or the observations addressed through alternate controls, while the Home Depot credit program continues.
6	CAP	CAP should take the lead to evaluate the most efficient procurement method for HDCC purchases and clarify to all users the process they should all be consistently using.	At the time of our review, the Agency initiated steps to phase-out and eliminate the Home Depot credit cards and absorb the credit program through the P-card program, as originally recommended by IA in the Procurement Card Audit Report, dated March 1, 2018. As of the date of IA's review, August 2022, the Home Depot credit card program is still in practice. These observations and recommendations represent best practices and good internal controls to implement if the Agency chooses to keep part or all of the Home Depot credit program. IA recommends these recommendations be implemented and/or the observations addressed through alternate controls, while the Home Depot credit program continues.
7	CAP	CAP should take the lead and establish a process to periodically review and reconcile the list of Agency credit cards to the list of current Agency employees, and consider performing the following: -Verify if the card is assigned to an authorized, current Agency employee. -Verify if the card is being used and/or has spending activity. -Deactivate/Cancel any cards that are no longer needed and/or not being used by Agency staff, which reduces the risks to the Agency.	At the time of our review, the Agency initiated steps to phase-out and eliminate the Home Depot credit cards and absorb the credit program through the P-card program, as originally recommended by IA in the Procurement Card Audit Report, dated March 1, 2018. As of the date of IA's review, August 2022, the Home Depot credit card program is still in practice. These observations and recommendations represent best practices and good internal controls to implement if the Agency chooses to keep part or all of the Home Depot credit program. IA recommends these recommendations be implemented and/or the observations addressed through alternate controls, while the Home Depot credit program continues.

Page 17 of 17

	Implemented	In Progress	Not Implemented	No Longer Applicable	Total Original Audit Recommendations	
Operations Unit	12	0	0	4	16	100% Implemented All 16 recommendations have been addressed.
Engineering & Construction Management	6	0	0	1	7	100% Implemented 7 of 7 recommendations have been addressed.
Planning	4	0	0	2	6	100% Implemented All 6 recommendations have been addressed.
Contracts and Procurement	7	1	0	1	9	Only one recommendation requires attention - re Agency Policy A-50 procurements.
Accounting	4	16	0	9	29	13 of 29 recommendations 45% have been addressed. 16 of 29 recommendations 55% are in progress.
Home Depot Credit Cards	0	0	0	7	7	With the expansion of the Procurement card program, these recommendations are no longer applicable.
Total Recommendations	33	17	0	24	74	49% Implemented 25% In Progress 25% No Longer Applicable

45% 23% 0% 32%



Progress Update for all P2P Audit Recommendations (Fourth Update)

Teresa Velarde
Manager of Internal Audit
December 12, 2022

P2P Audits completed to-date

Interim Audit Report: Accounts Payable Operational and Internal Control Audit	
Date Issued	Recommendations
August 20, 2021	Interim Report (N/A)

Review of Procure to Pay Processes for Chemicals	
Date Issued	Recommendations
November 24, 2021	35

Review of Procure to Pay Processes for Professional Services – Engineering & Construction Management (E&CM)	
Date Issued	Recommendations
February 24, 2022	21

Review of Procure to Pay Processes for Professional Services – Planning and Resources	
Date Issued	Recommendations
May 24, 2022	11

Review of Procure to Pay Processes for Home Depot Credit Cards	
Date Issued	Recommendations
September 1, 2022	7

Review of Procure to Pay Processes for Materials and Supplies	
Date Issued	Recommendations
December 2022	19

Audit Recommendations related to the P2P Audits

Current Status of the 74 Audit Recommendations

	Implemented	In Progress	Not Implemented	No Longer Applicable	Total Original Audit Recommendations	
Operations Unit	12	0	0	4	16	100% Implemented All 16 recommendations have been addressed.
Engineering & Construction Management	6	0	0	1	7	100% Implemented 7 of 7 recommendations have been addressed.
Planning	4	0	0	2	6	100% Implemented All 6 recommendations have been addressed.
Contracts and Procurement	7	1	0	1	9	Only one recommendation requires attention - re Agency Policy A-50 procurements.
Accounting	4	16	0	9	29	13 of 29 recommendations 45% have been addressed. 16 of 29 recommendations 55% are in progress.
Home Depot Credit Cards	0	0	0	7	7	With the expansion of the Procurement card program, these recommendations are no longer applicable.
Total Recommendations	33	17	0	24	74	49% Implemented 25% In Progress 25% No Longer Applicable
Percentages	45%	23%	0%	32%		

Of the 74 recommendations:

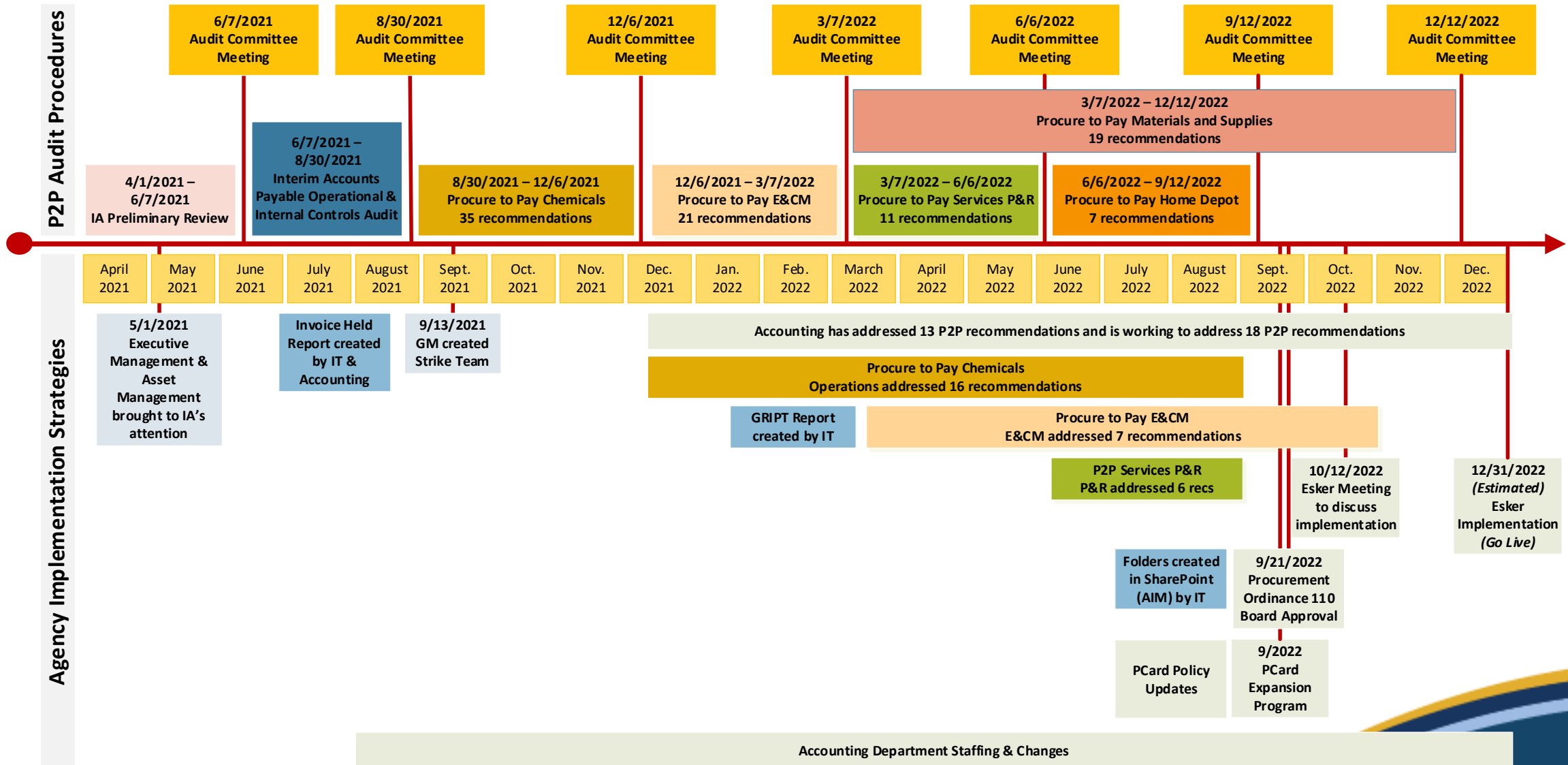
- 33 are now implemented (45% of all recommendations)
- 17 are in progress of being implemented (23% of all recommendations)
- 17 are considered no longer applicable because alternate controls were implemented
- 7 are related to the Home Depot Credit Cards and no longer applicable.

P2P Recommendations In Progress

Of the 17 recommendations in Progress:

- 6 relate to documenting **Standard Operating Procedures** (SOPs) for the many
- 5 relate to **software**, Accounting stated these will be resolved with the implementation of the new invoice recognition software system
- 3 relate to establishing **Key Performance Indicators** (KPIs) for the various processes completed by staff and the department to ensure there are measurable metrics
- 1 relates to making **email communication** more efficient
- 1 relates providing staff **training** after SOPs and KPIs are adopted
- 1 relates to making updates to outdated **Agency Policy** related to POs

P2P Audits Timeline



Agencywide Highlights & Implementation Strategies to address P2P recommendations

- Accounting Department Staffing and Changes
- Working with IT to implement invoice recognition software
- Working with IT to develop additional monitoring reports
- Expanded the Agency's Procurement Card (P-card) program
- P-card policy/guidelines
- New Procurement Ordinance No. 110
- SharePoint Document Library with folders for each department/unit
- Standard Operating Procedures

The Progress Update for all Procure to Pay Audit Recommendations – Fourth Update 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.

**INFORMATION
ITEM**

4G

Date: December 21, 2022

To: The Honorable Board of Directors

Committee: Audit

Teresa Velarde
From: Teresa Velarde, Manager of Internal Audit

12/12/22

Manager Contact: Teresa Velarde, Manager of Internal Audit

Subject: Internal Audit Department Quarterly Status Report for December 2022

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 the procure to pay processes for Materials and Supplies and the Contracts and Procurement Follow-Up Audit (2022). Additionally, IA completed the Progress Update for all P2P audit recommendations and followed up on the status of 21 outstanding recommendations. Other audit projects are also discussed in detail in this status report. IA continues to participate in various committees and discussions and assists with requests for review of Agency policies and procedures, and provides recommendations to improve internal controls.

The attached Quarterly Status Report provides details of the activities during this quarter. For additional information and insight, IA is attaching two positions papers published by the Institute of Internal Auditors related to current risk trends and the significance of the Charters.

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 15, 2022, the Board of Directors approved the Fiscal Year 2022/23 Annual Audit Plan.

On December 8, 2021, 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 IAs 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 2022

Attachment 2 - Article from The Institute of Internal Auditors - Tone at the Top (October 2022)

Attachment 3 - Article from The Institute of Internal Auditors - IIA Position Paper The Internal Audit Charter (January 2019)

Internal Audit Department

Quarterly Status Report for December 2022

Projects Completed This Period

Project: **Accounts Payable Operational and Internal Control Audit:
Review of Procure to Pay Processes for Materials & Supplies**

Scope:

The scope of the Review of Procure to Pay Processes (P2P) for Materials and Supplies is to evaluate the procure to pay processes for materials and supplies including ordering, receiving and payments to identify opportunities to make the process more efficient and ensure invoices are paid timely. Specifically, the objectives include evaluating internal controls, reviewing compliance with policies and procedures, identifying operating efficiencies and areas for improvement, evaluating the proper use of procurement instruments, and analyzing the invoice payment processes to ensure vendors are paid timely to minimize or eliminate credit holds placed by vendors.

Status: **Complete**

Internal Audit (IA) reviewed the procure to pay processes for the following units: Operations, Maintenance, Facilities and Water Systems Programs, Warehouse and the Laboratory. In Fiscal Year 2021-2022, the Agency spent approximately \$4.2M on purchases with vendors to procure materials and supplies for the departments mentioned (some portion may be related to services also with the same vendors).

IA is proposing 19 audit recommendations to address findings identified. Details are provided in the audit report matrix of observations and recommendations. IA noted that there are delays and challenges in performing the receiving function in SAP and also processing invoices for payment by the due date for various reasons. Below is a list of observations made.

Delays and/or challenges in performing the receiving function in SAP due to:

- Staff time spent to obtain the receipts, back-up or delivery documentation
- Staff time spent looking into and resolving credit holds
- No formal guidelines to process timely payments
- No formal guidelines and training for the appropriate receiving process and this leads to delays, errors, reversals, and inaccurate transactions, etc.
- Orders not completely fulfilled on first shipment and credited orders
- Limited visibility of vendor invoices sometimes needed to complete the receiving

Delays and/or Challenges in processing invoices for payment by the due date:

- No method to account for and track all invoices and payments due
- No method for timely routing invoices needing approval signatures
- No procedures for timely processing of invoices and payments due
- No method for timely, consistently completing vendor invoice matching
- Processes and procedures require changes to make them more efficient
- There are no documented SOPs for Accounting processes to establish and ensure a consistent, routine, methodology for prioritizing and processing payments
- Orders not completely fulfilled on first shipment and credited orders

The report attached under separate cover provides details of the audit procedures, detailed flowcharts and narratives of each of the processes and a summary of the audit procedures applied and the results of the testing for the selected sample of transactions.

Internal Audit Department

Quarterly Status Report for December 2022

Project: Contracts and Procurement Follow-Up Audit (2022)

Scope:

IA completed a follow-up review to determine the status of the open recommendation provided in the Contracts and Procurement (CAP) Follow-Up Audit report, dated August 30, 2017.

Status: COMPLETE

The follow-up review noted the one outstanding recommendation is now implemented. The recommendation required that CAP evaluate the assigned authorization roles provided to staff in the Agency's financial system (SAP) to ensure there are no conflicts of interest. IA led discussions with both CAP and the Information Technology department (IT). Any changes were incorporated by IT. IA did not expand the scope of the review to evaluate additional areas, further reviews will be scheduled through the Board-approved Annual Audit Plan. No recommendations were issued in this review. The audit report is included under a separate cover and provides details of the audit observations and recommendations.

Project: Accounts Payable Operational and Internal Control Audit: Quarterly Progress Update for all P2P Audit Recommendations – 4th Progress Update

Scope:

The purpose of the Progress Update for all P2P Audit Recommendations is to provide an update on the implementation status of the 74 audit recommendations provided through the P2P Audits:

- Review of Procure to Pay Processes for Chemicals:
 - Dated November 24, 2021
 - Provided 35 audit recommendations
- Review of Procure to Pay Processes – Engineering & Construction Management
 - Dated February 24, 2022
 - Provided 21 audit recommendations
- Review of Procure to Pay Processes - Planning and Resources
 - Dated May 25, 2022
 - Provided 11 audit recommendations
- Review of Procure to Pay Processes – Home Depot Credit Cards
 - Dated September 1, 2022
 - Provided 6 recommendations related to keeping the program

Status: Completed Quarterly Report & Ongoing

This is the status of all P2P recommendations, as of December 1, 2022.

	Implemented	In Progress	Not Implemented	No Longer Applicable	Total Original Audit Recommendations	
Operations Unit	12	0	0	4	16	100% Implemented All 16 recommendations have been addressed.
Engineering & Construction Management	6	0	0	1	7	100% Implemented 7 of 7 recommendations have been addressed.
Planning	4	0	0	2	6	100% Implemented All 6 recommendations have been addressed.
Contracts and Procurement	7	1	0	1	9	Only one recommendation requires attention - re Agency Policy A-50 procurements.
Accounting	4	16	0	9	29	13 of 29 recommendations 45% have been addressed. 16 of 29 recommendations 55% are in progress.
Home Depot Credit Cards	0	0	0	7	7	With the expansion of the Procurement card program, these recommendations are no longer applicable.
Total Recommendations	33	17	0	24	74	49% Implemented 25% In Progress 25% No Longer Applicable
Percentages	45%	23%	0%	32%		

Of the 74 audit recommendations provided through the three P2P audits, 33 are now implemented, 17 are in progress of being implemented and 24 are considered no longer applicable because alternate controls were implemented. Of the 17 recommendations in progress, 16 are in progress of being implemented by Accounting, 6 relate to SOP processes, 5 relate to the implementation of new software, 3 relate to establishing KPIs, 1 relates to internal office communication and 1 relates to providing staff training. IA will continue to provide quarterly progress reports until all audit recommendations have been addressed.

Internal Audit Department

Quarterly Status Report for December 2022

Project: Audit Software Review Project: Workpaper and Data Analytics Software Tools**Scope:**

IA is evaluating the costs and benefits of implementing automated audit tools to enhance audit processes. The Institute of Internal Auditors (IIA) Audit Standard 1220.A2 provides guidance for exercising due professional care for internal auditors. IIA 1220.A2 states that internal auditors must consider the use of technology-based audit and other data analysis techniques.

The use of technology, including, an automated working paper system as well the use of data analytics would enhance the audit capabilities and efficiency of the audit process. Currently, IA is using Microsoft Office products. SharePoint is not geared toward auditing tools and creating audit workpapers. Resources, including costs and staff time, will be necessary for implementation and maintenance. IA is carefully evaluating costs/benefits as well as risks and opportunities. Benefits and opportunities include time saving; quicker, more robust and larger scale analysis of transactions; sustainability; efficiencies; report production; dashboards; continuous monitoring; storage; workpaper documentation and review administration.

Status: In Progress

To date, IA has met with the three audit workpaper software vendors: AuditBoard, TeamMate and Workiva. Each vendor has provided a quick version of a demo and preliminary information. AuditBoard provided a three-day sandbox opportunity. Additional meetings will be scheduled to obtain additional information for further research and evaluation with all vendors.

IA has met with both the IT and CAP departments to discuss requirements before moving forward. Both departments have provided helpful insight and guidance to consider for a successful process, project implementation and considerations. IA will continue to work with internal departments before moving forward.

At this time, the Agency is in the process of implementing Esker, a new invoice recognition software system. The plans are for Esker to assist with accounting for, routing and tracking all Agency invoices. IA would like to wait for full implementation of Esker to determine if the IA is able to download analytical reports and tools for audit purposes. For this reason, IA will hold off on evaluating Audit Software until Esker has been utilized by IA.

Any proposed plans will be discussed in detail with the GM and any affected Agency departments. IA will bring updates to the Audit Committee every quarter for review/discussion. Any proposed changes will be carefully evaluated, budgeted, and planned with sufficient advanced time and notice.

Project: On-going Committees/Teams**Scope:**

IA is asked to participate in various meetings to gain an understanding of the Agency's priorities, comprehend Agency risks, represent the department and be a resource to provide feedback and recommendations.

Status: On-going

During this quarter, IA participated in meetings related to the Agency's Capital Budget, Safety and other programs. The meetings provide an opportunity for IA to gain an understanding of the Agency's priorities and identify potential risks that assist in audit planning. During the meetings, IA provides input and suggestions related to the initiatives underway. For example, Asset Management is currently developing an asset onboarding and disposal policy and process. IA is also very engaged in regards to prior audit recommendations provided. These meetings require approximately one hour each per month and sometimes more. They do not compromise the independence of the auditors or the IA Department.

Internal Audit Department Quarterly Status Report for December 2022

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, prevent the spread of COVID-19, transition employees to work from home, ensure proper on-site precautions and protect Agency personnel and the public. The objectives of the review were to evaluate if the expenses follow proper internal controls, contain the required supporting documentation, and meet compliance requirements according to Agency policies and procedures

Status: In Progress

IA will contact the Grants Unit to evaluate any updates. This coordination/report will be scheduled through the Annual Audit Plan as required.

A final report will be presented to the Audit Committee when final financial information is available.

Project: Follow-Up IT Equipment Audit – Information Technology Department

Scope: To be planned after all P2P Reviews

To evaluate the status of the two open recommendations from the original 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 IT to evaluate the remaining two recommendations. Based on the results of the discussions with the IT, 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, IT 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 2022

The IAD Charter requires IA to follow up on the status of outstanding audit recommendations to determine if corrective actions have been implemented. A recommendation is considered “outstanding” if it requires corrective action to address the finding and risk observed. IA performs follow-up reviews to ensure that risks have been addressed and clears a recommendation when deemed appropriate. Follow-up reviews are

Internal Audit Department

Quarterly Status Report for December 2022

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 2022, there are 82 outstanding audit recommendations. Details about each of the outstanding recommendations are 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 and 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.

Area Audited	Report Issued Date	No. of Recs. Remaining to be Verified by IA*
Accounts Payable Follow-Up <i>(Deferred Recommendations related to Agency Policies)</i>	August 29, 2013	2
Follow-Up – IT Equipment Audit – ISS	February 29, 2016	2
Follow-Up – IT Equipment Audit – FAD	December 5, 2016	6
2017 Petty Cash Audit & Follow-Up Review	June 5, 2017	7
Contracts and Procurement Follow-Up Audit	August 30, 2017	1
Payroll Operations Audit	August 30, 2017	5
Procurement Card Audit	March 1, 2018	7
Wire Transfers Audit	March 1, 2018	4
Inter-fund Transactions Audit	August 30, 2018	1
Accounts Payable Follow-Up Audit	May 30, 2019	4
Voyager Fuel Card Audit	May 30, 2019	4
Human Resources Audit: Hiring and Promotions Operations Review	December 2, 2019	7
Recycled Water Revenues Audit	May 28, 2020	3
Human Resources: Workload Indicators Review	May 29, 2020	2
Human Resources Operational Audit: Administration of Employee Training and Development Programs	August 31, 2020	5
Agency Vehicle Operational Follow-up audit: Review of Vehicle Inventory Procedures	May 27, 2021	1
Accounts Payable Operational and Internal Controls Audit Report Review of Procure to Pay Processes for: <ul style="list-style-type: none"> Chemicals (November 24, 2021) Engineering & Construction Management (February 24, 2022) Planning & Resources (May 26, 2022) <i>(Open recommendations as of December 1, 2022)</i>	See column called Area Audited	17
Regional Contract Review – Final Audit Report <i>(planned for full implementation with the renegotiation of the Regional Contract)</i>	December 16, 2015	31
Total Outstanding Audit Recommendations		109

Internal Audit Department Quarterly Status Report for December 2022

**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 December 2022, 109 recommendations remain outstanding:

- 17 relate to the Procure to Pay audits completed; these are currently followed up on quarterly
- 31 relate to the renegotiation of the Regional Contract
- 20 relate to required Agency policy updates; HR is working with a consultant to evaluate
- **41 recommendations are eligible for follow-up evaluation**

Special Projects

Ongoing

IA 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.

Management Requests

Ongoing

IA assists Agency Management with analysis requests, evaluations, and information verification; assists with the interpretation of policies and procedures; and/or provides 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 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 the Leadership Team and department Managers.

During this quarter, IA staff was asked to assist as an external panelist for interviews for an outside governmental agency. The process included time to review resumes and document details of the interviews, as well as, meet with HR and the evaluators.

Internal Audit Department

Quarterly Status Report for December 2022

Audit News & Trends

The Internal Audit Unit Charter documents the purpose, authority and responsibilities of the Internal Audit Function. Attached to this status report is the IIA's most recent position paper on the Internal Audit Charter and provides key takeaways and reference information for organizing and establishing an audit charter. IA is including it here as reference information and to demonstrate that the current Charters and proposed charters are consistent with best recommended guidance.

Internal Audit Staffing and Professional Development

As required by the International Standards for the Professional Practice of Internal Auditing, and the IAD Charter, auditors must regularly enhance their knowledge, skills, and other competencies through continuing professional development. Audit standards require practicing internal auditors attain, a minimum of 40 continuing professional education credits every 2 years. During the past quarter, IA staff have continued to stay abreast of industry developments through review of industry literature and participation in on-line webinars. Most training is obtained through the Institute of Internal Auditors (IIA), the Global Association for the Profession of Internal Auditing, and virtual trainings, most of which have been complimentary.

All training hours met the requirements for Continuing Professional Education (CPE) and earned CPE credits. These highlighted trainings are in addition to mandatory IEUA Safety Trainings and other Agency training related to finance, procurements, etc. During this quarter, staff attended the following trainings:

- IIA San Gabriel Valley Chapter (Webinar) – Applying the International Professional Practices Framework in the Unique Public Sector Environment
- IIA Inland Empire Chapter (Webinar) – PCI Compliance
- IIA Inland Empire Chapter (Webinar) – Business and IT Internal Audit Team Collaboration Best Practices - Virtual
- IIA Inland Empire Chapter (Webinar) – Ethics
- IIA and ACFE Los Angeles Chapters (Webinar) – Fraud Seminar

All members of the IA team participate in the local chapters of the IIA in an officer/board capacity. All members of the IA team have various certifications and higher degrees as required by the IIA standards and the Charter.

The Internal Audit Department is staffed as follows:

- 1 Full-time Manager of Internal Audit
- 1 Full-time Senior Internal Auditor
- 1 Senior Internal Auditor (currently assigned through a temporary agency)

Future Audit Committee Meetings

- Monday, March 6, 2023 – Regularly Scheduled Audit Committee Meeting
- Monday, June 12, 2023 - Regularly Scheduled Audit Committee Meeting
- Monday, September 11, 2023 – Regularly Scheduled Audit Committee Meeting
- Monday, December 11, 2023 – Regularly Scheduled Audit Committee Meeting

TONE — at the — TOP®

Providing senior management, boards of directors, and audit committees with concise information on governance-related topics.

Issue 113 | **October 2022**

Mitigating Cyber Threats

Cybersecurity has become a permanent fixture in the modern risk landscape, and boards face increasing pressure to provide proper oversight of a threat that is multifaceted and constantly evolving. A total of 70% of board directors called cybersecurity “a strategic, enterprise risk” in an NACD Board Survey.¹ A wide range of issues fall under the cybersecurity umbrella — all are critical concerns, including privacy protection; ransomware, malware, and denial-of-service or phishing attacks; inadequate cybersecurity policies; and incident response and recovery plans, to name a few.

Organizations are also facing new regulations that call for them to report on breaches they have experienced. The Cyber Incident Reporting for Critical Infrastructure Act², for example, requires reporting that would allow the federal Cybersecurity and Infrastructure Security Agency to provide assistance to victims during cyberattacks, to identify trends, and to share information with other potential victims. The Securities and Exchange Commission has also proposed regulations³ that would standardize disclosures related to public company cybersecurity risk management, strategy, governance, and incident reporting.

Internal audit, which provides organizations with independent, objective assurance and advice, can be a powerful resource for boards in addressing cyber risks. According to a PwC report⁴, “many companies leverage internal audit to review cyber processes and controls, including resilience and response.”

Steps to Enhanced Security

As boards consider the cybersecurity threats they face, there are a number of areas where internal audit can make a difference.

Recognizing the risk. Cyber threats have moved to the top of companies’ risk rankings. “The growing sophistication and variety of cyberattacks continue to wreak havoc on organizations’ brands and reputations, often resulting in disastrous financial impacts,” according to *OnRisk 2022*⁵ from The Institute of Internal Auditors (IIA). The report, which is based on interviews with board members, C-suite executives, and chief audit executives (CAEs), identified cybersecurity as the top risk this year.



Unfortunately, some company leaders may not fully recognize the threat. In the *OnRisk* report, of particular concern was the gap between the risk relevance assigned to cybersecurity by CAEs, board members, and executive management. While 97% of CAEs rated cybersecurity as a highly relevant risk to their organization (rating it at 6 or 7 on a 7-point scale), only 87% of board members did so and only 77% of C-suite executives.

The strong relevance rating among CAEs suggests their high level of awareness of cybersecurity issues. That’s not surprising, given internal audit’s holistic knowledge of an organization. As boards seek to leverage and improve risk assurance beyond financial and compliance risks, they can turn to internal audit to help describe cybersecurity concerns and quantify their potential impact. This can include spotlighting failures in risk coverage, monitoring emerging risks, and making the best use of technology tools in cybersecurity efforts.

Leveraging the value of the Three Lines Model. The IIA’s Three Lines Model⁶ enables organizations to identify structures and processes that best assist the achievement of objectives and that facilitate strong governance and risk management, including over cybersecurity. The Three Lines Model identifies key roles played by:

About The IIA

The Institute of Internal Auditors, Inc. is a global professional association with more than 218,000 members in more than 170 countries and territories. The IIA serves as the internal audit profession's chief advocate, international standard-setter, and principal researcher and educator.

The IIA

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- » The governing body, which is accountable to stakeholders for organizational oversight.
- » Management, which acts to achieve organizational objectives.
- » Internal audit, which provides independent and objective assurance on the achievement of those objectives.

Research has shown that cooperation among the three lines has a positive impact on the effectiveness of cybersecurity risk management. According to an article in the *ISACA Journal*⁷, internal audit can offer valuable assurance and identify threats and vulnerabilities. This can include identifying cybersecurity trends and stakeholder expectations, making an initial cyber risk assessment, and defining effective audit criteria. In reporting and advising on their findings, “auditors can significantly help the [board of directors] exercise its oversight,” the article states.

Ensuring internal audit's input is optimized. In many organizations, audit committees are responsible for addressing all types of risks, including cyber threats.⁸ However, some assign cyber concerns to other committees, for a number of reasons. Depending on the size and industry of the organization and the threats it faces, the committee charged with overseeing cyber issues may be a separate cybersecurity committee, a risk committee, a technology committee, the nomination and governance committee, or another committee. Boards may determine that the audit committee already has a full plate or that it may not have the expertise necessary for oversight of cyber concerns, among other reasons.

Internal audit typically reports to the audit committee, but the organization may miss out on valuable cyber risk recommendations and assurance if internal audit does not also offer reports to any separate committee that is charged with cybersecurity. Having this relationship with whichever committee oversees cyber issues ensures that internal audit's insights are understood and effectively acted upon.

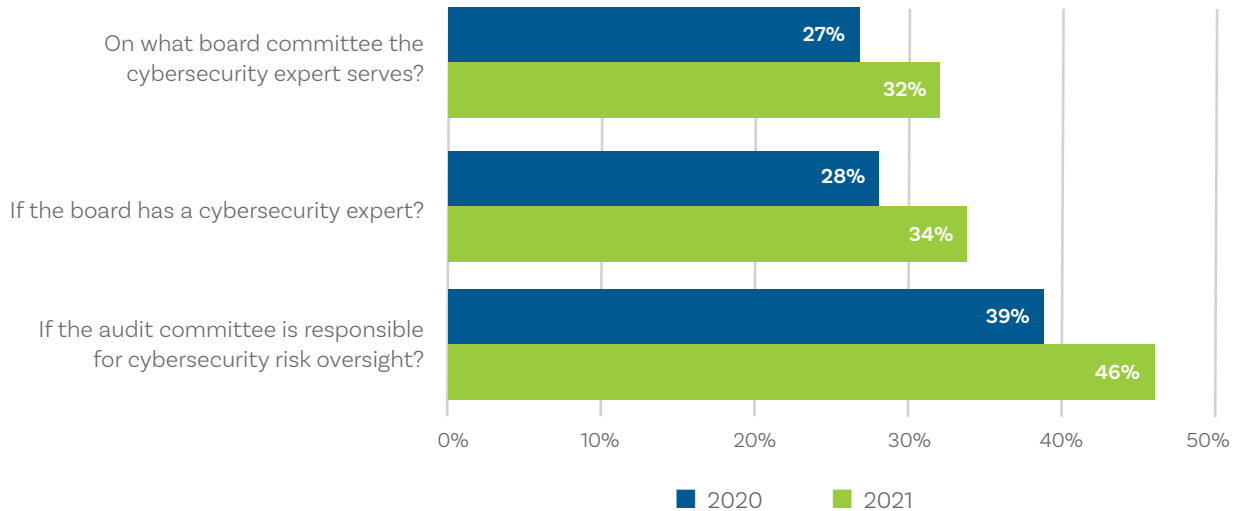
Identifying hidden threats. Boards may be surprised by the number of seemingly small oversights that can damage cybersecurity efforts and potentially lead to disaster. Internal audit can offer insights to help boards determine how well their organization's audit plan is able to identify overlooked threats and spot emerging risks. According to a Deloitte report⁹, just a few of the cyber threats that management typically underestimates include:

- » The range of former employees who can still log on to the system and the number of third-party vendors who have access to corporate systems. In both cases, companies may have little idea how many unidentified and unauthorized outside users can gain entry.

QUESTIONS FOR BOARD MEMBERS

- » Are we making the best use of internal audit insight and advice in our strategic planning related to cybersecurity?
- » Have we adequately staffed and funded cybersecurity efforts?
- » Has the organization defined its risk tolerance when it comes to cybersecurity in financial terms?
- » Is a specific committee assigned oversight of cybersecurity?
- » Do directors understand the company's procedures in case of a cyber breach and know their own role if it happens?

How Many S&P 500 Companies Disclose:



Source: [2021 Audit Committee Transparency Barometer](#), Center for Audit Quality, November 2021.

- » The number of cloud accounts the company uses. More engagement in the cloud can leave more openings for cyberattacks. The Deloitte report recommends that organizations ask cloud providers about infrastructure resilience, service downtime, performance, and other metrics, as well as about regulatory compliance and independent controls assessments.
- » The actual total number of cyber breaches the organization has experienced. Counterintuitively, if the company has experienced few cyberattacks, that may be a warning sign that incidents simply aren't being detected. The internal audit team can help ensure these types of warning signs are being monitored.

Addressing concerns in business partner relationships. Gartner predicts¹⁰ that by 2025, 60% of organizations will consider cybersecurity risk when engaging in third-party transactions and business engagements. Today, only 23% of security and risk management leaders monitor third-party cybersecurity exposure in real time, and they may limit their screening to immediate vendors and suppliers rather than their entire supply chain.

Once again, audit leaders, C-suite executives, and board members are not in sync on their opinions, according to OnRisk 2022. While CAEs rated organizational capability in this area at 37%, executives believe it stood at 53% and directors at 57%. Lower CAE confidence in this area likely stems in part from the higher relevance rating they assign to this risk, which was 17 points higher than directors' rating (77% vs 60%).

In any case, boards should ensure they gain the full value of internal audit's input and experiences in this area. Because internal audit works with teams throughout the organization, it can alert the board to cyber risks associated or identified with a particular vendor or across the entire supply chain. When the organization's business partners want reassurance about the reliability of its cybersecurity safeguards, internal audit can provide the kinds of data and assurance they are seeking.

Optimizing Resources

As organizations wrestle with daunting cybersecurity concerns, they will need to optimize all their existing resources. Boards can improve their company's security by understanding and taking advantage of the value that internal auditors can bring throughout the organization by identifying opportunities for enhancing efficiencies and effectiveness.

Endnotes

- 1 [Principles for Board Governance of Cyber Risk](#), National Association of Corporate Directors, Internet Security Alliance, and World Economic Forum, In Collaboration with PwC, March 2021.
- 2 <https://www.cisa.gov/circia>
- 3 <https://www.sec.gov/rules/proposed/2022/33-11038.pdf>
- 4 [Overseeing Cyber Risk: The Board's Role](#), PwC, January 2022.
- 5 [OnRisk 2022: A Guide to Understanding, Aligning, and Optimizing Risk](#), The Institute of Internal Auditors, 2021.
- 6 [The IIA's Three Lines Model: An Update of the Three Lines of Defense](#), The Institute of Internal Auditors, July 2020.
- 7 "How Effective Is Your Cybersecurity Audit?," Matej Drašček, et al., ISACA Journal, June 1, 2022.
- 8 "Cybersecurity: An Evolving Governance Challenge," Harvard Law School Forum on Corporate Governance, Phyllis Sumner, et al., March 15, 2020.
- 9 [Internal Audit: Risks and Opportunities for 2022](#), Deloitte, 2021.
- 10 [Predicts 2022: Cybersecurity Leaders Are Losing Control in a Distributed Ecosystem](#), Sam Olyaei, et al., Gartner, January 24, 2022.



Quick Poll Question

What board committee is charged with overseeing cybersecurity risk management for your organization?

- ☐ Audit committee
- ☐ Cybersecurity committee
- ☐ Technology committee
- ☐ Nomination and governance committee
- ☐ Other

Visit theiia.org/Tone to answer the question and learn how others are responding.

QUICK POLL RESULTS

Does your organization leverage internal audit for ESG assurance?



Yes, internal audit is fully incorporated into our ESG risk management strategy.

24%

Yes, but only on an ad hoc basis.

22%

No, we do not have an articulated strategy for ESG internal control and assurance.

31%

No, we do not include ESG in internal audit's scope of work.

23%

Source: Tone at the Top June 2022 Survey.

The Internal Audit Charter

A Blueprint to Assurance Success

Introduction

One of the great challenges every organization faces is assuring efficient and effective risk management — those policies and processes designed to leverage or mitigate risks to the organization's advantage. When done well, internal audit provides that assurance as part of its role to protect and enhance organizational value.

For internal audit to operate at the highest levels, it must have clearly defined and articulated marching orders from the governing body and management. This is most easily achieved with a well-designed internal audit charter.

The IIA's Perspective

Every organization can benefit from internal audit, and an internal audit charter is vital to success of the activity (IIA Standard 1000). The charter is a formal document approved by the governing body and/or audit committee (governing body) and agreed to by management. It must define, at minimum:

- Internal audit's purpose within the organization.
- Internal audit's authority.
- Internal audit's responsibility.
- Internal audit's position within the organization.

The IIA has produced model charters available to IIA members [here](#) in eight languages.

Why the Internal Audit Charter Is Important

A charter provides the organization a blueprint for how internal audit will operate and helps the governing body to clearly signal the value it places on internal audit's independence.

Ideally it establishes reporting lines for the chief audit executive (CAE) that support that independence by reporting functionally to the governing body (or those charged with governance) and administratively to executive management. It also provides the activity the needed authority to achieve its tasks, e.g., unfettered access to records, personnel, and physical properties relevant to performing its work.

KEY TAKEAWAYS

The internal audit charter is vital to internal audit's success and should be reviewed annually by the governing body.

The internal audit charter should be approved by the governing body and agreed to by senior management.

The charter should at a minimum include internal audit's purpose and mission, authority, responsibility, its independent reporting relationships, scope and requirement to conform to IIA Standards.

The internal audit charter should include details of how the internal audit activity will assess and report on the quality of the internal audit activity.

A charter provides a blueprint for how internal audit will operate and allows the governing body to clearly signal the value it places on internal audit's independence.

Because internal audit can operate across the entire spectrum of industries, from financial services to chemical manufacturing to government, the audit charter allows the scope of internal audit activity to be defined specifically to unique needs of the organization.

The charter can provide — in great detail if desired — what work internal audit will undertake and the support it will receive from senior management and the governing body to achieve that work. Finally, the audit charter serves as a reference point to measure the effectiveness of the internal audit activity.

Vital Components of an Internal Audit Charter

The IIA has identified seven key areas that support the overall strength and effectiveness of the activity and should be covered in the internal audit charter. While some internal audit charters may not include all of these elements, any area the charter fails to address threatens to weaken it and, ultimately, the activity.

- **Mission and Purpose:**
 - Internal audit's **mission** is to enhance and protect organizational value by providing risk-based and objective assurance, advice, and insight.
 - Internal audit's **purpose** is to provide independent, objective assurance and consulting services designed to add value and improve the organization's operations.
- **International Standards for the Professional Practice of Internal Auditing:**
 - The internal audit activity will govern itself by adherence to the mandatory elements of The IIA's International Professional Practices Framework (IPPF) including its *Standards*, *Core Principles for the Professional Practice of Internal Auditing*, *Definition of Internal Auditing*, and *Code of Ethics*.
- **Authority – The charter should include:**
 - A statement on the CAE's functional and administrative reporting relationship in the organization.
 - A statement that the governing body will establish, maintain and assure that the internal audit activity has sufficient authority to fulfill its duties by:
 - Approving the internal audit charter.
 - Approving a timely, risk-based, and agile internal audit plan.
 - Approving the internal audit budget and resource plan.
 - Receiving timely communications from the CAE on performance relative to its internal audit plan.
 - Actively participating in discussions about and ultimately approving decisions regarding the appointment and removal of the CAE.

FIVE QUESTIONS

Stakeholders must send a clear and unambiguous message about internal audit's role in the organization.

Here are five key questions they should be asking:

- 1.**
Has the governing body created an internal audit charter that establishes the activity's purpose and mission, scope, authority, responsibility, and reporting relationships?
- 2.**
Does the charter address establishing reporting relationships that enable independence and objectivity of the CAE?
- 3.**
Does the charter clearly establish internal audit's right to complete and unfettered access to all records and people to the extent necessary to carry out its work?
- 4.**
Does the audit charter clearly define the responsibility of the CAE?
- 5.**
In addition to requiring internal audit to comply with IIA global internal audit standards, does the audit charter require the activity to report on its effectiveness?

- Actively participating in discussions about and ultimately approving the remuneration of the CAE.
 - Making appropriate inquiries of management and the CAE to determine if there are any inappropriate scope or resource limitations.
 - Developing and approving a statement that the CAE will have unrestricted access to, and communicate and interact directly with, the governing body without management present.
 - Developing and approving an authorization that the activity will have free and unrestricted access to all functions, records, property, and personnel pertinent to carrying out any engagement, subject to accountability for confidentiality and safeguarding of records and information.
- Independence and Objectivity – The charter should include:
 - A statement that the CAE will ensure that the internal audit activity remains free of conditions that threaten the ability of the activity to carry out its activities in an unbiased matter. If independence or objectivity is impaired in fact or appearance, the CAE will disclose the details of the impairment to the appropriate parties.
 - A statement that the internal audit activity will have no direct operational responsibility or authority over any of the activities audited.
 - A statement that if the CAE has or is expected to have roles and/or responsibilities that fall outside of internal auditing, safeguards will be established to limit impairments to independence and objectivity.
 - A requirement for the CAE to confirm at least annually the independence of the internal audit activity to the governing body.
- Scope of Internal Audit Activities – The charter should include:
 - A statement that the scope of the internal audit activities encompasses, but is not limited to, objective examinations of evidence for the purpose of providing independent assessments on the adequacy and effectiveness of governance, risk management, and control processes.
 - A statement that the CAE will report periodically to senior management and the governing body on the results of its department and the work the activity performs.
- Responsibility – The charter should include:
 - Statements as to the responsibility for:
 - Submitting at least annually a risk-based internal audit plan.
 - Communicating with senior management and the governing body the impact of resource limitations on the plan.
 - Ensuring the internal audit activity has access to appropriate resources with regard to competency and skill.
 - Managing the activity appropriately for it to fulfill its mandate.
 - Ensuring conformance with IIA *Standards*.
 - Communicating the results of its work and following up on agreed-to corrective actions.
 - Coordination with other assurance providers.
- Quality Assurance and Improvement Program – The charter should include:
 - A statement that the internal audit activity will maintain a quality assurance and improvement program that covers all aspects of the internal audit activity including its evaluation of conformance to IIA *Standards*.
 - A requirement for the CAE to report periodically the results of its quality assurance and improvement program to senior management and the governing body and to obtain an external assessment of the activity at least once every five years.

Conclusion

The internal audit charter should be viewed by senior management and the governing body as an important board policy document that enables the CAE and internal audit activity to effectively carry out their roles in the organization. It establishes clarity among risk managers within the organization and among stakeholders of internal audit's role in the risk management process, and helps stakeholders to enable and measure internal audit's value to the organization.

A charter provides a blueprint for how internal audit will operate and allows the governing body to clearly signal the value it places on internal audit's independence.

About Position Papers

The IIA promulgates Position Papers on key issues of interest to stakeholders and practitioners with the aim of advocating for sound governance and educating those involved in it. The positions outlined offer insights into various aspects of the governance process and internal audit's vital role in improving governance at all levels and adding value to the organization. Position Papers are developed and reviewed through a rigorous process that solicits input and critique from practicing internal audit professionals and other IIA volunteers who serve on The IIA's Global Advocacy Committee, IIA Standards Board, and The IIA's Professional Responsibility and Ethics Committee.

About The IIA

The IIA is the internal audit profession's most widely recognized advocate, educator, and provider of standards, guidance, and certifications. Established in 1941, The IIA today serves more than 190,000 members from more than 170 countries and territories. The IIA's global headquarters are in Lake Mary, Fla. For more information, visit www.theiia.org.

Disclaimer

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**INFORMATION
ITEM**

4H

Inland Empire Utilities Agency, a Municipal Water District Federal Update

December 2, 2022

2022 Midterm Election Results

Coming into the midterm election, Democrats held a 50-50 majority in the Senate (with Vice President Kamala Harris serving as the tie breaking vote). After the election, the Senate stands at 50 Democrats and 49 Republicans—a net gain so far of +1 for Democrats—with one race still undecided. In Georgia, the race between incumbent Senator Raphael Warnock (D) and challenger Herschel Walker (R) will now head to a runoff election on December 6th after neither candidate secured 50% of the vote. In the currently divided 50-50 Senate, all committees have an equal number of Democrats and Republicans. Should Sen. Warnock prevail in the Georgia special election, he would deliver a 51-49 Senate Democrat majority, which would alter the committee ratios in Democrats' favor. A Walker win see a return of the 50-50 Senate and parity on committees. Coming into the elections, Democrats held a 220-213 seat majority (with two seats vacant) in the House of Representatives. After the election, the Republicans flipped enough seats to take over the majority in the House with 222-213 seats.

Congressional Lame Duck Update

Congress returned to Washington, D.C. after the Thanksgiving recess with roughly one month to go before the end the 117th Congress. With a limited number of days in the left in the calendar, Congress is running short on time to get movement on their legislative priorities. For context, any legislation that has not passed both the House and the Senate by the end of the 117th Congress will need to be reintroduced in the 118th Congress to still be active and considered. The following list of legislative items are currently being considered during the lame duck session:

- Fiscal Year (FY) 2023 Appropriations bills—Federal government is currently being funded by a Continuing Resolution (CR) that is set to expire on December 16th. Congress is already discussing the need for additional time to finish the FY 2023 appropriations bills and will likely consider another CR to run until December 23rd.
- Water Resources Development Act
- National Defense Authorization Act
- National Flood Insurance Act Authorization Extension
- Emergency Supplemental Appropriations bill
- Tax Extenders

Incoming House Majority Votes on Future of Community Projects

At the end of November, the House Republican Caucus met and discussed internal House rules and procedures for the upcoming 118th Congress. During this meeting, one of the items that they were debating was the future of community project requests (formerly earmarks). The Caucus voted overwhelming to keep community projects for the new Congress.

Congressional Leadership Preview for the 118th Congress

Since Congress returned to Washington, D.C. after the midterm election, Members in both the House and the Senate have been sorting out leadership positions for the upcoming 118th Congress. Below is the latest on leadership elections:

Senate Democrats

Senate Democrats are currently scheduled to hold leadership elections the week of December 5th, following the election in Georgia. Meanwhile, with the upcoming retirement of Senator Patrick Leahy (D-VT), the current Senate President Pro Tempore, Majority Leader Schumer has selected Sen. Patty Murray (D-WA) to be President Senate Pro Tempore in the 118th Congress.

Senate Republicans (elections were held November 16):

- Leader: Sen. Mitch McConnell (KY)
- Whip: Sen. John Thune (SD)
- Chair of Republican Conference: Sen. John Barrasso (WY)
- Chair of Republican Policy Committee: Sen. Joni Ernst (IA)
- Vice Chair of Republican Conference: Sen. Shelley Moore Capito (WV)
- Chair of Republican Senatorial Committee: Sen. Steve Daines (MT)

House Republicans (elections held on November 15th):

- Republican Nominee for Speaker of the House: Rep. Kevin McCarthy (CA)*
- Majority Leader: Rep. Steve Scalise (LA)
- Majority Whip: Rep. Tom Emmer (MN)
- Republican Conference Chair: Rep. Elise Stefanik (NY)

*The full House will vote on Speaker when the new Congress convenes on January 3rd. A candidate must receive 218 votes on the floor of the House to win.

House Democrats (elections held on November 30th):

- Minority Leader: Rep. Hakeem Jeffries (NY)
- Majority Whip: Rep. Katherine Clark (MA)
- Democratic Conference Chair: Rep. Pete Aguilar (CA)
- Assistant Democratic Leader: Rep. Jim Clyburn (SC)

House Releases 2023 Calendar

Incoming House Majority Leader Steve Scalise (R-LA) released the House [calendar](#) for 2023. Senate Majority Leader Schumer has yet to release the Senate calendar 2023. It is anticipated that the Senate calendar will not be released until after the special election in Georgia on December 6th.

EPA Issues BIL Year One Anniversary Report

The EPA released a report marking the first anniversary of the Bipartisan Infrastructure Law (BIL). The report outlines actions by EPA to implement BIL's environmental provisions, including efforts on environmental justice, the Clean School Bus Program, water infrastructure, conservation and restoration, Superfund sites and Brownfields, recycling and waste management, and pollution prevention. The full report can be found [HERE](#).

Reclamation Announces IRA Funding for Salton Sea Restoration

The Bureau of Reclamation (Reclamation) announced \$250 million in Inflation Reduction Act (IRA) funding for efforts to restore the Salton Sea in exchange for commitments from water agencies to cut their reliance on the drought-ravaged Colorado River. The agreement is with the California Natural Resources Agency, Imperial Irrigation District, and Coachella Valley Water District. Reclamation believes this is a major step forward in efforts to address both the Salton Sea and the Colorado River. Reclamation will provide \$22 million to the state in FY 2023, and the remaining \$228 million will be distributed over four years. More information can be found [HERE](#).

Reclamation Holds BIL Quarterly Update Call

In early November, the Bureau of Reclamation held a Bipartisan Infrastructure Law (BIL) update webinar. During the webinar, Commissioner Camille Touton shared that since BIL was signed into law one year ago, Reclamation has allocated \$1.3 billion of their \$8.7 billion. Reclamation staff provided an update on the Large-Scale Water Recycling program. A notice of proposed funding opportunity (NOFO) is planned to be released in December to fund planning and design, with a separate NOFO for planning, design, and construction of Large-expected in Spring 2023.

Federal Funding Opportunities/Announcements

DOE Publishes EECBG Program NOI. DOE's Office of State and Community Energy Programs (SCEP) published a Notice of Intent (NOI) announcing \$550 million in BIL funding for the Energy Efficiency and Conservation Block Grant (EECBG) Program. EECBG will provide funding for state, local, and tribal governments to develop projects focused on capacity-building, planning, and infrastructure efforts to reduce emissions and energy use in the transportation, building, and related sectors. SCEP intends to publish an Administrative and Legal Requirements document with additional details in the next several weeks. A list of funding allocations for local governments is available [HERE](#), and more information can be found [HERE](#).

EPA Selects 29 Environmental Finance Centers. EPA announced it has selected 29 Environmental Finance Centers (EFCs) to help communities access federal funding for infrastructure and greenhouse gas reduction projects across the country. EPA will award up to \$150 million in grants to EFCs over the next five years through the Clean Water State Revolving Fund, Drinking Water State Revolving Fund, and EPA appropriations. More information can be found [HERE](#).

EPA Announces Availability of \$100 Million for SWIFR and REO Grant Programs. EPA announced the availability of \$100 million in grants for recycling infrastructure, education, and outreach projects. \$70 million is available for the [Solid Waste Infrastructure for Recycling \(SWIFR\) Grant Program](#), with \$30 million for states, territories, and the District of Columbia to improve solid waste management planning, data collection, and program implementation and \$40 million for counties, cities, towns, and local governments to fund projects that improve recycling infrastructure and related services. Additionally, \$30 million is available for the [Recycling Education and Outreach \(REO\) Grant Program](#) for states, tribes, territories, local governments, and other organizations to improve consumer education and outreach on waste prevention, reuse, recycling, and composting. Applications for both grant programs are due by January 16th.

Reclamation Awards \$20 Million in BIL Funding for Endangered Species Restoration in the Colorado River Basin. Reclamation announced \$20 million in BIL funding for five projects that promote endangered species recovery and conservation in the Colorado River Basin. Project funding will support the Upper Colorado River Endangered Fish Recovery Program, the San Juan River Basin Recovery Implementation Program, and the Lower Colorado River Multi-Species Conservation Program. More information can be found [HERE](#).

Federal Agency Personnel/Regulatory Announcements

White House Releases Roadmap for Nature-Based Solutions to Fight Climate Change. The White House's National Climate Task Force released its "Roadmap for Nature-Based Solutions to Fight Climate Change." The document calls for policy changes and funding to accelerate nature-based climate solutions, prioritization of nature-based solutions at federal facilities, workforce training, and research and development. The roadmap can be found [HERE](#).

CEQ Releases Climate and Economic Justice Screening Tool. The Council on Environmental Quality (CEQ) released its Climate and Economic Justice Screening Tool. The tool contains interactive maps to help federal agencies implement climate-related spending according to the Administration's Justice40 Initiative. More information can be found [HERE](#).

EPA Announces Water Workforce Development Webinar. EPA announced it is hosting the next Water Workforce Development Webinar on December 15th at 1:00 pm ET. Speakers from DC Water and the American Water Works Association will discuss workforce and operational issues. Registration can be found [HERE](#).

EPA to Hold WIFIA Office Hours in December and January. EPA announced it will host office hours for interested stakeholders on Water Infrastructure Finance and Innovation Act (WIFIA) funding opportunities. Sessions will be held on December 7th and January 11th at 3:00 pm ET. Registration information can be found [HERE](#).

EPA Releases Supply Chain Resilience Guide for Water and Wastewater Utilities. EPA released its "Supply Chain Resilience Guide for Water and Wastewater Utilities." This guide aims to identify actions for water and wastewater utilities to prepare for or respond to

chemical or equipment supply chain disruptions. The guide covers available federal and state resources, tips for effective supplier management and communication, local partnerships, and potential operational flexibilities. The guide can be found [HERE](#).

EPA Issues Drinking Water CCL 5. EPA published the Final Fifth Drinking Water Contaminant Candidate List (CCL 5), which will serve as the basis for EPA's regulatory considerations over the next five-year cycle under the Safe Drinking Water Act. This update includes a substantial expansion of per- and polyfluoroalkyl substances (PFAS), an important first step towards identifying additional PFAS that may require regulation under the Safe Drinking Water Act. In addition to the group of PFAS, CCL 5 includes 66 individually listed chemicals, two additional chemical groups (cyanotoxins and disinfection byproducts (DBPs)), and 12 microbes. More information can be found [HERE](#).

EPA Issues Supplemental Proposed Rule Modifying TSCA Fees. EPA issued a supplemental proposed rule modifying and adjusting certain aspects of the fees rule established under the Toxic Substances Control Act (TSCA). EPA intends to ensure that collected fees provide the Agency with 25 percent of authorized TSCA costs consistent with direction in the FY 2022 appropriations bill. A webinar is scheduled for December 6th from 1:00 – 2:30 pm ET to provide an overview for stakeholders on proposed revisions. Registration for the webinar can be found [HERE](#), and more information on the supplemental proposed rule can be found [HERE](#).

EPA Office of Water Releases BABA Implementation Procedures. EPA's Office of Water released guidance on implementation procedures for federal financial assistance programs in BABA. The guidance document includes answered questions on BABA waivers, requirements, iron and steel requirements, and program-specific issues for Office of Water programs. The guidance can be found [HERE](#).

EPA Publishes PFAS Strategic Roadmap Progress Report. EPA published a report titled "A Year of Progress Under EPA's PFAS Strategic Roadmap." The report details actions taken since the release of the PFAS Roadmap in October 2021 to limit exposure in water supplies. The report also details steps EPA plans to take in the upcoming year, including proposing national drinking water standards for Perfluorooctanoic Acid (PFOA) and Perfluorooctane Sulfonate (PFOS), advancing the regulatory process for CERCLA hazardous-substance designations, providing of data on PFAS, and further restricting upstream PFAS discharges. More information can be found [HERE](#).

IRS Requests Comments on IRA Vehicle Tax Credits. The Internal Revenue Service (IRS) issued three notices requesting public comment on several new tax credits included in the Inflation Reduction Act (IRA). Comments are due by December 3rd.

- [Commercial Electric Vehicle and Alternative Fuel Vehicle Refueling Property](#)
- [Clean Hydrogen and Clean Fuel Production](#)
- [Credits for Carbon Capture](#)

Reclamation CA Great-Basin Region Announces Program and Budget Officer.

Reclamation announced that Edward Young will serve as the California Great-Basin Region's Program and Budget Manager. His office is responsible for developing, evaluating, revising, and accomplishing integrated long-term and short-term regional program plans,

strategies, and budgets throughout southern Oregon, western Nevada, and central and Northern California.

##

**INFORMATION
ITEM**

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December 2, 2022

To: Inland Empire Utilities Agency

From: Michael Boccadoro
Beth Olhasso

RE: November Report

Overview:

Dry conditions persisted throughout the fall and early winter. Key reservoirs are lingering at about half of their historic averages and only about a quarter full. Notably, Lake Oroville, the State Water Project's largest reservoir, ended Water Year 2022 about 400,000 acre-feet higher than 2021, which was the lowest on record. An early December storm is expected to drop several feet of snow in the Sierras, but prolonged precipitation isn't in the forecast. On December 1, the Department of Water Resources made its initial State Water Project allocation of just 5 percent.

In an important step for the Voluntary Agreements, the City and County of San Francisco, and Turlock and Modesto Irrigation Districts have all signed onto the MOU that was submitted earlier in 2022 to DWR. This is an important step in finalizing the MOU and Voluntary Agreements.

Efforts by California Trout to list the Southern California Steelhead under the CA endangered Species Act have been delayed. The Department of Fish and Wildlife has asked for and has been granted an extension to render their recommendation to the Fish and game Commission. The recommendation is now due in November of 2023.

The long-awaited recommendations from DWR to the SWRCB establishing Urban Water Use Objective were finally delivered. The biggest concern with the recommendations is the outdoor standard. While the recommendations follow the Model Water Landscape Efficiency Ordinance, they decrease over time and have caused many in the water community to worry about achieving the standards. The State Board will work through a public process throughout 2023 to finalize the standards.

Assembly Democrats met in Sacramento right after the election to hold an informal election for Speaker. After significant delay, Speaker Rendon will retain the position until July at which point he will hand over the gavel to Robert Rivas (D- Salinas). The full Assembly will need to ratify the decision on December 5 when they convene the new session.

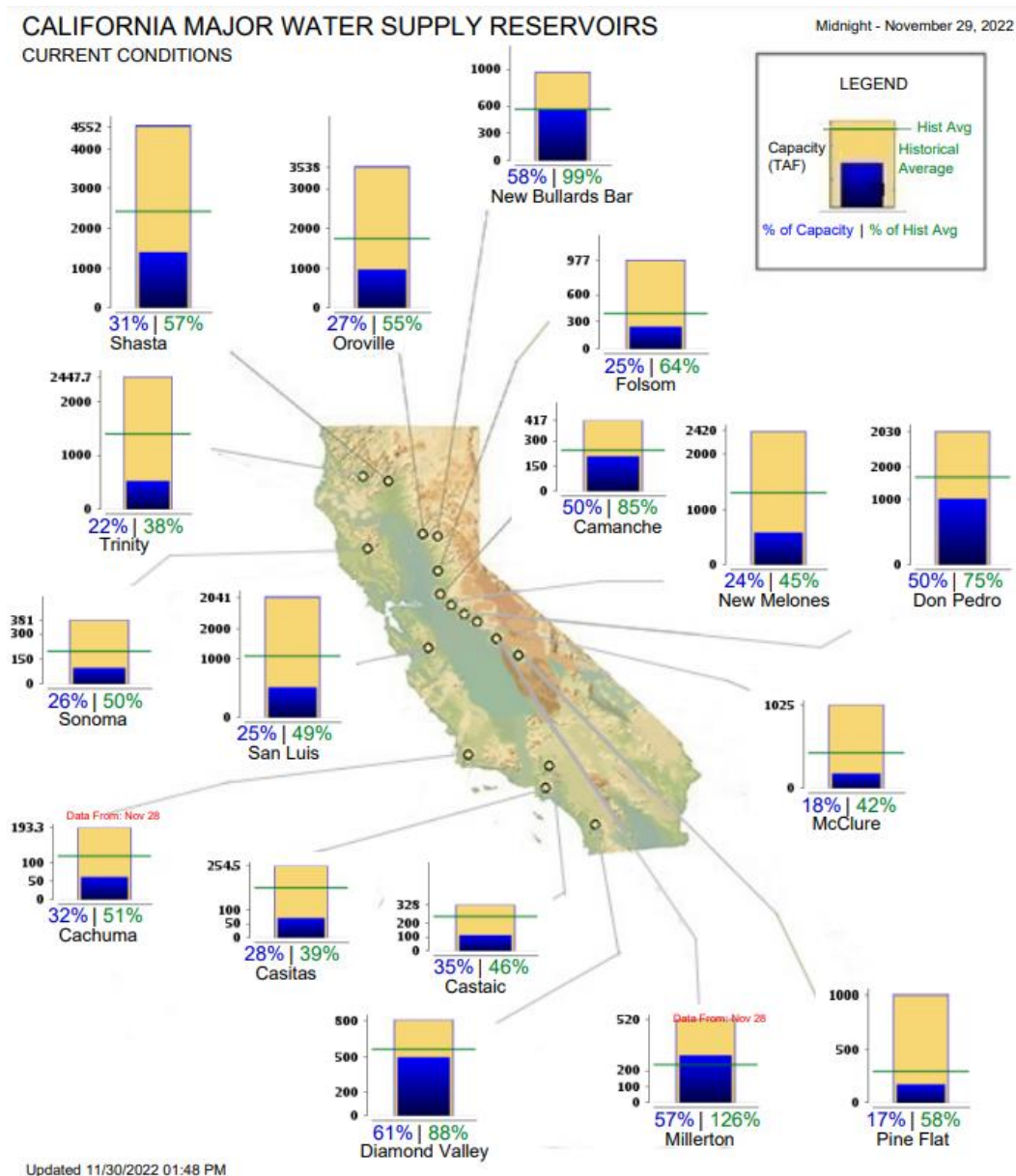
IEUA's state legislative delegation has a bit of change, especially on the Senate side, but overall remains fairly close to past years. As members return to Sacramento in January to start introducing bills, the equally important task of committee chairs and assignments await Senate and Assembly leadership. Several key committee chair positions are vacant after significant retirements in 2022.

Inland Empire Utilities Agency Status Report – November 2022

Water Supply Conditions

The water year is not off to a good start with very little precipitation throughout the fall and early winter. Lake Oroville is sitting at 55 percent of historical average and 27 percent capacity, however the reservoir is 400,000 acre-feet above the all-time low set last year. San Luis Reservoir, the main south-of-Delta storage facility for the State Water Project, is at just 49 percent of average for this time of the year and 25 percent capacity. Back to back winter storms in early December might provide some relief, and are expected to bring several feet of snow to the Sierras.

DWR released an initial allocation of 5 percent for contractors this year. Though the initial allocation is tight, it marks a minor improvement over last December, when it was at its lowest ever, zero percent.



Voluntary Agreement Update

In March, state, federal and local water leaders announced an agreement on measures to provide additional water flows and new habitat in the Delta Watershed. As discussed at the time, the MOU outlines an eight-year program that would provide substantial new flows for the environment to help recover salmon and other native fish, create new and restored habitat for fish and wildlife, and provide significant funding for environmental improvements and water purchases. The MOU also outlined a governance and habitat monitoring framework with metrics and goals to allow all the partners to analyze progress, manage adaptively and decide whether the program should be continued, modified or ended after an eight-year period.

There were some holdouts to the MOU, specifically agencies that draw water from the Tuolumne River, including the City and County of San Francisco and Modesto and Turlock Irrigation Districts.

In early November, an agreement was announced between the state and the hold-out districts for them to sign onto the MOU, with a few additions to the document. The additions will increase flows on the Tuolumne River and enhance habitat.

While this is good news, DWR still has not approved the MOU and environmentalists are still complaining about the voluntary agreement approach.

Southern California Steelhead CESA Review Update

The CA Fish and Game Commission recently approved a request from the CA Department of Fish and Wildlife staff for a six-month extension to deliver a status review report on the petition from CA Trout to list the Southern California steelhead as an endangered species under the CA Endangered Species Act. The Department now has until November of 2023 to complete the status review.

Water Use Efficiency Regulations

DWR has finally transmitted their full, 21 reports and technical appendices, recommendation package to the SWRCB as required in SB 606 and AB 1668 to implement urban water use efficiency objectives. The most contentious part of the package is the determination of the outdoor residential water use efficiency standard. After about two years of workshops and discussion, DWR is recommending an outdoor evapotranspiration factor of .80 in 2023 for existing landscapes, transitioning to .63 in 2030.

Recycled water classified as a “Special Landscape” and therefore landscapes irrigated with recycled water get a 1.0 ETF. Additionally, the “Bonus Incentive” for direct and indirect potable reuse that was included in the original legislation is maintained.

DWR gave a presentation to state board members on these recommendations at a mid-November meeting. There were a number of water agencies that provided comment concerning the outdoor numbers and the feasibility of reaching those numbers.

The SWRCB intends to have several workshops and meetings about the recommendations throughout 2023.

Election Results

The General Election results are still being tallied and certified in some parts of the state, however, the legislative contests for IEUA's representatives are not among the few that are still up-for-grabs.

Senate:

SD 22 (Chino, Montclair & Ontario): Senator Susan Rubio (D- Baldwin Park) previously chair of Insurance Committee, as well as a member of Energy, Utilities and Communications, Governmental Organization, Health and Transportation.

SD 29 (Upland, Rancho Cucamonga, Fontana): NO REPRESENTATIVE. Because Senate District 29 was not up for election this cycle, and redistricting, Upland, Rancho Cucamonga and Fontana, technically don't have a representative in the Senate. However, **Senator Ochoa Bogh** will informally represent these cities until 2024 when representation for SD 29 will be on the ballot.

SD 32 (Chino Hills): Kelly Seyarto (R- Murrieta): Senator Seyarto is former Assemblymember who was the vice chair of several committees including, Elections, Emergency Management and Housing & Community Development. He was member of the following committees: Labor & Employment, Natural Resources, Public Employees & retirement, Public Safety and Revenue & Taxation.

Assembly:

The Assembly delegation looks much the same as in previous years, with no new members in the IEUA delegation.

AB 53 (Chino, Upland, Ontario, Montclair): Asm. Freddie Rodriguez (D- Pomona). This is the final term for Asm. Rodriguez as he hits term limits in 2024. He has focused mainly on public safety as the chair of the Emergency Management Committee. He has also been a member of the Accountability and Administrative Review, Communications & Conveyance, Health and Insurance Committees.

AB 50 (Rancho Cucamonga and Fontana): Asm. Eloise Gomez Reyes (D- Colton). Asm. Reyes has served as the Majority Leader since 2020 and sits on the Aging & Long Term Care, Budget, Judiciary, Labor & Employment and Utilities & Energy Committees.

AB 59 (Chino Hills): Asm. Phillip Chen (R-Yorba Linda). Asm. Chen has been the Chief Republican Whip and has served on the Banking & Finance (Vice Chair), Business and Professions, Education, Insurance, and Utilities & Energy Committees

Legislative Update

While some races were still being tallied, members of the Assembly descended on Sacramento briefly with Democrats nominating the next Speaker. After hours of negotiations, Speaker Rendon emerged still clinching the gavel, but announced he will be passing the torch to Asm. Robert Rivas (D-Salinas) in July.

Members will again briefly return to Sacramento to "organize" on December 5, this time with their Senate counterparts. There are no surprises expected in December.

January will begin the 2023-24 legislative session in earnest, with members having about six weeks to introduce bills in this first year of the two-year session.

Committee leadership and assignments are the next big task for legislative leadership—and could not be announced until well into January.

While many thought he would wait until January, Governor Newsom recently called for a Special Session to convene on December 5 to address the state's high gas prices and his proposal to tax oil and gas companies for their windfall profits. A Special Session can run concurrently with a normal session if business still extends into the new year.

**INFORMATION
ITEM**

4J

Date: December 21, 2022

To: The Honorable Board of Directors

ADD
From: Shivaji Deshmukh, General Manager

Committee: Community & Legislative Affairs

12/14/22

Staff Contact: Shivaji Deshmukh, General Manager

Subject: Public Outreach and Communication

Executive Summary:

During the month of November, IEUA's External Affairs team recognized Veterans among Agency staff. Veterans in Water staff features and a video highlight were released in honor of Veteran's Day and November as Veteran and Military Family Appreciation Month. Featured in the posts were three of IEUA's veterans who shared their professional journeys from the military to the water industry.

Staff is continuing to coordinate with the production company representing the documentary series, "Viewpoint with Dennis Quaid," which will be filmed on December 20. The documentary will focus on IEUA's mission of providing a high quality, reliable water source to the region by securing and increasing local supplies through investments in infrastructure projects, conservation, and education.

Staff plans to continue utilizing the "Time is Now" campaign for drought messaging. Messaging and tactics will be adjusted as needed based on current and relevant conditions.

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 7, Water is Life Poster Recognition Event
- December 21, First day of winter

Media and Outreach

General

- IEUA recognized National STEM/STEAM Day on social media through a blog feature highlighting the role IEUA staff play in the STEM/STEAM field.
- Staff continues to work with the Chino Basin Program (CBP) team leads, partners and Arellano Associates to develop an outreach strategy for additional program communication, including developing a communication workgroup, identifying collaboration and partnership opportunities on shared media, and more.
- Staff highlighted IEUA Accountants on social media in honor of International Accounting Day.
- Staff released a Veterans in Water feature in honor of Veteran's Day and November as Veteran and Military Family Appreciation Month. Featured in the posts were three of IEUA's veterans who shared their professional journeys from the military to the water industry.
- Staff highlighted American Education Week on social media with a collab post on the @IEUAWater and @chinocreekwetlands pages with information on the Agency's Water Discovery Field Trip Program.
- Staff highlighted GIS Day on social media with a staff feature of IEUA's GIS Specialist, Austin Perkins.
- Staff released water-wise Thanksgiving tips in honor of the Thanksgiving holiday.
- Staff is continuing to coordinate with the production company representing the documentary series, "Viewpoint with Dennis Quaid," which will be filmed on December 20. The documentary will focus on IEUA's mission of providing a high quality, reliable water source to the region by securing and increasing local supplies through investments in infrastructure projects, conservation, and education.

Drought Awareness Efforts

- Staff is coordinating with Customer Agencies on messaging geared towards conservation and the irrigation of trees.
- Staff is continuing to work closely with the Water-Use Efficiency team on promoting the turf replacement program.
- Staff will continue to work with Customer Agencies on drought messaging and outreach. Staff is drafting message points and creative for outreach and will be adding these assets to the drought communication toolkit for customer agencies.

Advertising/Marketing

- A “Time is Now”/Education ad ran on November 16 in La Opinion.
- A “Time is Now” ad ran on November 24 in the Chino Champion.
- A “Time is Now” ad will run in the December issue of Inland Empire Magazine.
- A “Time is Now” ad will run on December 24 in the Chino Champion.

Social Outreach and Analytics

- The Agency continues to publish content on LinkedIn and has gained 39 followers since October, with 551 page views in the last 30 days.
- November: 26 posts were published to the IEUA Facebook page, 26 tweets were sent on the @IEUAWater Twitter handle, 26 posts were published to IEUA’s Instagram grid, and 17 posts were published to the IEUA LinkedIn page.
 - The top three Facebook posts, based on reach and engagement, in the month of November were:
 - 11/22 Information Security Officer and Accountant II Hiring
 - 11/2 IEUA Collection Crew Demo at Board Workshop
 - 11/11 Veteran’s Day Veterans in Water Features
 - The top three Twitter tweets, based on reach and engagement, in the month of November were:
 - 11/2 IEUA Collection Crew Demo at Board Workshop
 - 11/16 GIS Day Staff Feature
 - 11/11 Veteran’s Day Veterans in Water Features
 - The top three Instagram posts, based on reach and engagement, in the month of November were:
 - 11/8 Budget Officer and Environmental Resources Planner I/II (DOQ) Hiring
 - 11/14 American Education Week
 - 11/16 GIS Day Staff Feature
 - The top three LinkedIn posts, based on impressions and reactions, in the month of November were:
 - 11/11 Veteran’s Day Veterans in Water Features
 - 11/16 Water UCI 2022 Career Expo
 - 11/3 New Splash Feature
- For the month of November, there were 7,469 searches for a park in IEUA’s service area on Yelp and the Chino Creek Wetlands and Educational Park was viewed 907 times.

Education and Outreach Updates

- Staff has begun scheduling and facilitating in-person and virtual K-12 field trips for Fall.
- Staff is working with Civic Publication on putting out an email blast focused on educators.
- Staff has developed an educational program outreach plan and is beginning the process of scheduling another road show for school districts to learn about Agency programs.
- Staff is continuing to work on closing out the last year of the Garden in Every School® program.

- Randall Pepper Elementary in Fontana is finishing up the final electrical work in preparation for construction to begin on their garden. Chino Basin Water Conservation District (CBWCD) will be completing the construction.
- Our Loving Savior's gardens construction is completed. The school has confirmed that the bunny fencing will be completed during the holiday break. Planting and the dedication can be scheduled at the beginning of the year.
- Staff is working with teachers on finalizing approximately nine mini grant approvals. Schools have submitted their receipts and reimbursements are being processed.
- Metropolitan Water District of Southern California (MWD) has selected its winners for the 2023 calendar. The Water is Life Student Art Poster Contest Recognition Event will be held virtually on December 7, 2022 from 4 PM- 5 PM.
 - Ava Salisbury from Magnolia Elementary School in Upland and Veronica Graupner from Colony High School in Ontario will be recognized for their winning poster submission.

Agency-Wide Membership Updates

- Richard Lao, Senior Environmental Resources Planner, attended the Southern California Alliance of Publicly Owned Treatment Works (SCAP) Air Quality Committee Meeting on October 11.
- Jasmin A. Hall, Director and Denise Garzaro, Board Secretary and Office Manager, attended the Association of San Bernardino County Special Districts (ASBCSD) General Membership Meeting on October 17.
- Richard Lao, Senior Environmental Resources Planner, attended the California Association of Sanitation Agencies (CASA) Air Toxics Subgroup Meeting on October 19.
- Richard Lao, Senior Environmental Resources Planner, attended the California Association of Sanitation Agencies (CASA) Regulatory Working Group Water Meeting on October 20.
- Scott Lening, Manager of Operations and Richard Lao, Senior Environmental Resources Planner attended the California Association of Sanitation Agencies (CASA) Regulatory Working Group Biosolids Meeting on October 20.
- Robert Delgado, Manager of Maintenance, attended the Isle Utilities Western Wastewater TAG 36 on October 25.
- Michael Camacho, Board Vice President and Kristine Day, Assistant General Manager, attended the Southern California Salinity Coalition One Water Salinity Management Innovation Summit 2022 on October 26
- Steve Elie, Board President; Christiana Daisy, Deputy General Manager; Kristine Day, Assistant General Manager; Alyson Piguee, Director of External & Government Affairs; Randy Lee, Acting Director of Finance; Lisa Dye, Director of Human Resources; Michael Hurley, Director of Planning & Resources; Jerry Burke, Director of Engineering; Ashley Womack, Grants and Government Affairs Officer, attended the Southern California Water Coalition Annual Meeting & Dinner on October 27.
- Richard Lao, Senior Environmental Resources Planner, attended the Santa Ana Watershed Project Authority (SAWPA) Emerging Constituents Program Task Force Meeting on October 31.

INFORMATION
ITEM

4K

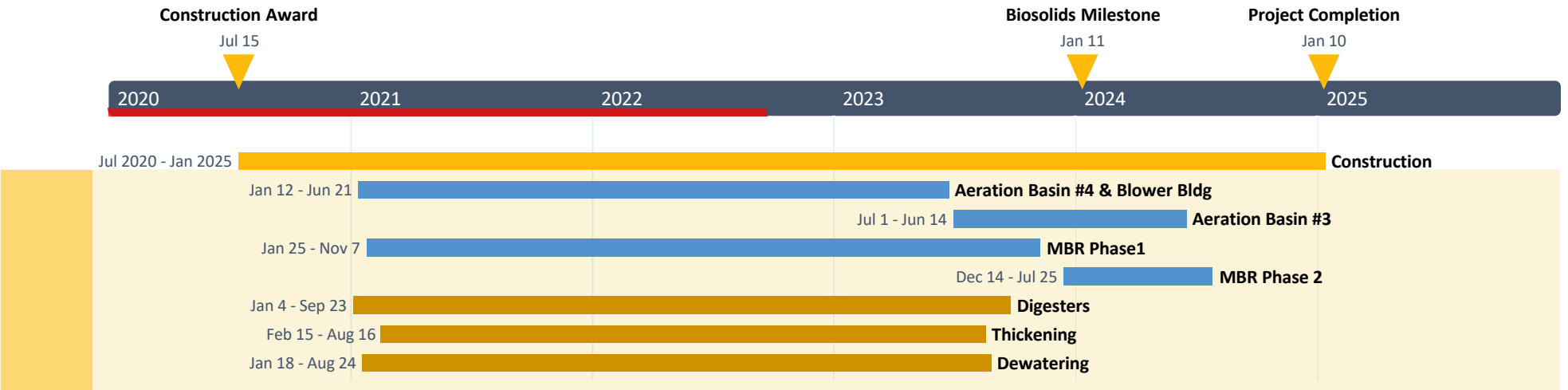
RP-5 Expansion Project Update: December 2022

Project Nos. EN19001 and EN19006

Vicky Salazar
Sr. Associate Engineer
December 2022

RP-5: Project Status

Day 869 of 1640 = 53%



Role	Firm	Contract	This Month's Payment	Total Paid	% Complete
Contractor	WM Lyles	\$335,595,653	\$6,939,583	\$174,250,310	52%
Designer	Parsons	\$36,833,185	\$375,000	\$32,538,242	88%
Construction Management	Arcadis	\$21,125,523	\$226,975	\$10,097,672	48%

Data date: 11/30/22

RP-5: Major Activity Areas



Construction Staff

- WML Craft: 138
- WML Project: 32
- IEUA & CM: 15
- Total: 185

RP-5: Major Activities



Influent Pump Station

RP-5: Major Activities



Grit Chamber

RP-5: Major Activities



Fine Screens

RP-5: Major Activities



Fine Screens and Primary Clarifiers

RP-5: Major Activities



MBR Phase 1

8

RP-5: Major Activities



Iron Sponge Delivery



Odor Scrubber Media Addition



RP-5: Major Activities



Gas Phase Digesters

RP-5: Major Activities



Dewatering Building



Boiler Building

Questions?



**INFORMATION
ITEM**

4L

Date: December 21, 2022

To: The Honorable Board of Directors

From: Shivaji Deshmukh, General Manager

Committee: Finance & Administration

12/14/22

Staff Contact: Kristine Day, Assistant General Manager

Subject: Treasurer's Report of Financial Affairs

Executive Summary:

The Treasurer's Report of Financial Affairs for the month ended October 31, 2022 is submitted in a format consistent with the State requirements.

For the month of October 2022, total cash, investments, and restricted deposits of \$470,429,066 reflects a decrease of \$16,337,167 compared to the total of \$486,766,233 reported for September 2022. The decrease can be attributed to the 2017A bond debt service and construction expenditures primarily for the RP-5 Expansion project. The average days cash on hand for the month ended October 2022 increased from 260 days to 297 days. The change in average days cash on hand is due to the increase in unrestricted deposits from the proceeds of 2020B Revenue notes.

The unrestricted Agency investment portfolio yield in October 2022 was 2.125 percent, an increase of 0.355 percent compared to the September 2022 yield of 1.770 percent. The change in yield is mainly attributed to market conditions and an increased earnings yield in the Local Agency Investment Fund and the California Asset Management Program (CAMP) accounts.

Staff's Recommendation:

The Treasurer's Report of Financial Affairs for the month ended October 31, 2022 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 16, 2022 the Board of Directors received the Treasurer's Report of Financial Affairs for the month ended September 30, 2022.

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

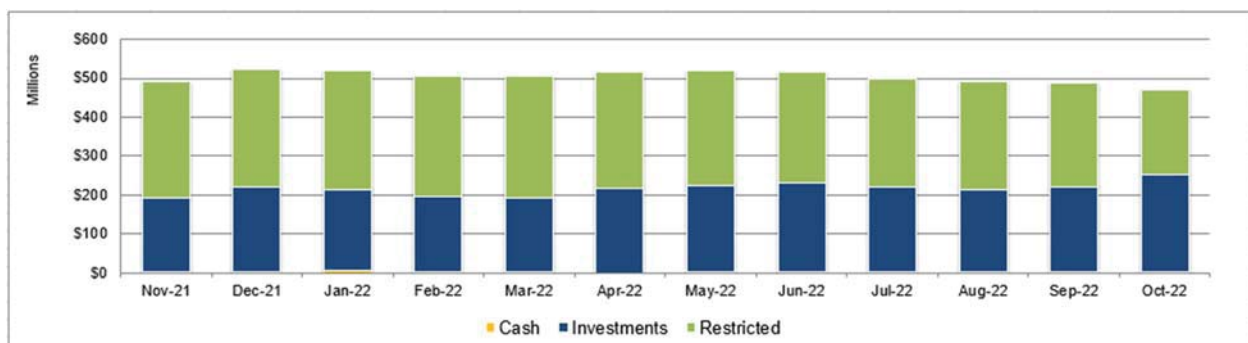
Background

Subject: Treasurer's Report of Financial Affairs

The Treasurer's Report of Financial Affairs for the month ended October 31, 2022, 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. 2022-4-8).

Agency total cash, investments, and restricted deposits for the month of October 2022 was \$470.4 million, a decrease of \$16.3 million compared to the \$486.7 million reported for the month ended September 2022 as shown in Figure 1. The decrease was mainly due to the 2017A bond debt service and construction expenditures primarily for the RP-5 Expansion project.

Figure 1: Cash, Investments, and Restricted Deposits



PFM continues 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. The Agency holds Credit Suisse Certificates of Deposits in amount of \$0.75 million maturing on March 2023. Credit Suisse has recently been the subject of negative headlines with its stock price under pressure and credit spreads widening. PFM and Agency staff continue to monitor the situation and remain comfortable continuing holding the existing position in the Agency portfolio.

Table 1 below represents the unrestricted Agency investment portfolio by authorized investment and duration with a total portfolio amount of \$249.2 million. The Agency portfolio excludes cash and restricted deposits in the amount of \$221.2 million held by member agencies and with fiscal agents, including \$77.9 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, 2022 (\$ million)				Average Yield %	Portfolio% (Unrestricted)
		Under 1 Year	1-3 Years	Over 3 Years	Total		
LAIF*- Unrestricted	\$75	\$22.4	\$0.0	\$0.0	\$22.4	1.772%	8.97%
CAMP** – Unrestricted	n/a	100.0			100.0	3.140%	40.13%
CBB*** – Sweep	40%	12.5			12.5	0.250%	5.01%
Sub-Total Agency Managed		\$134.9	\$0.0	\$0.0	\$134.9	2.646%	54.11%
Brokered Cert. of Deposit	30%	\$1.9	\$0.0	\$1.0	\$2.9	2.526%	1.19%
Medium Term Notes	30%	1.9	8.8	3.6	14.3	1.881%	5.75%
Municipal Bonds	10%	0.2	1.7	0.2	2.1	0.986%	0.86%
Supranational Bonds	20%		1.7		1.7	0.520%	0.67%
US Treasury Notes	n/a	3.9	27.1	35.9	66.9	1.624%	26.82%
US Gov't Securities	n/a	8.8	17.6		26.4	1.015%	10.60%
Sub-Total PFM Managed		\$16.7	\$56.9	\$40.7	\$114.3	1.511%	45.89%
Total		\$151.6	\$56.9	\$40.7	\$249.2	2.125%	100.0%

*LAIF – Local Agency Investment Fund

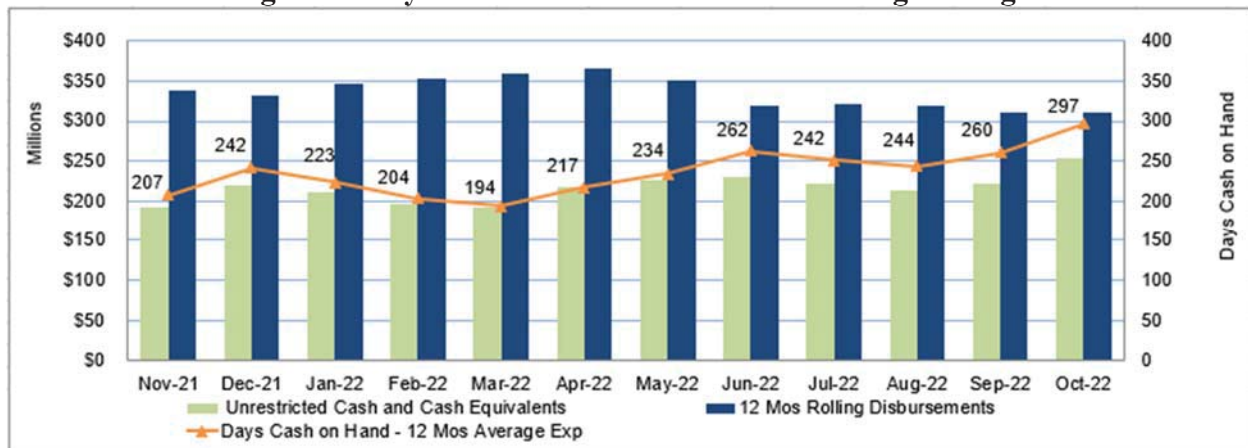
**CAMP – California Asset Management Program

***CBB – Citizens Business Bank

+/- due to rounding

Average days cash on hand is calculated 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 260 days to 297 days for the month of October 2022 as shown in Figure 2. The change in average days cash on hand is due to the increase in unrestricted deposits from the proceeds of 2020B Revenue notes.

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 the Month Ended October 2022

Alex Lopez

Acting Budget Officer

December 2022

Agency Liquidity

- Decrease in Cash, Investment, and Restricted deposits due to the 2017A bond debt service payment and construction expenditures primarily for the RP-5 Expansion project.
- Increase in Investment Portfolio Yield is primarily due to an increased earnings yield in the Local Agency Investment Fund and the California Asset Management Program (CAMP) accounts.

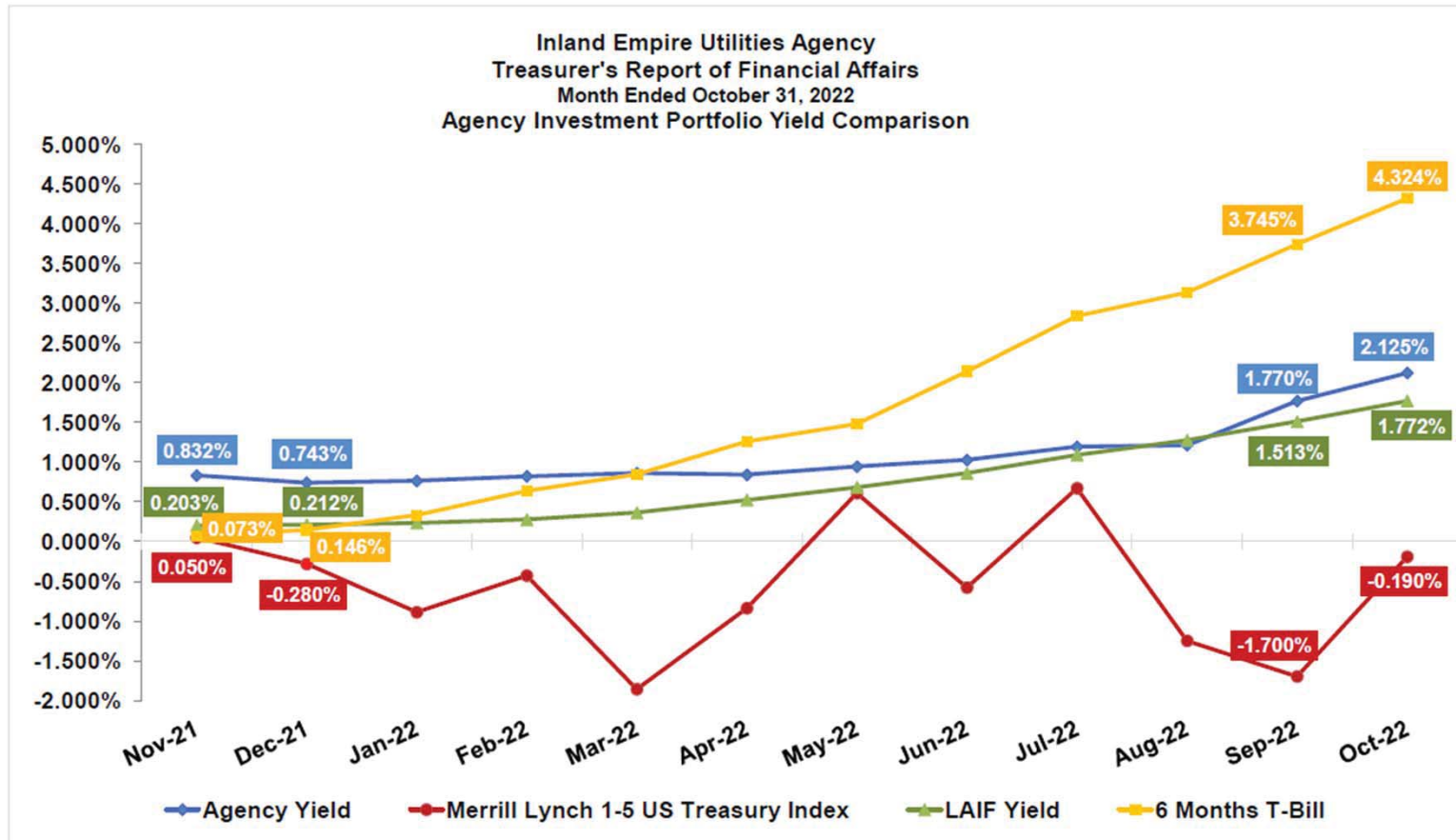
Description	October \$ Millions	September \$ Millions	Increase / (Decrease) \$ Millions
Investment Portfolio	\$249.2	\$219.3	\$29.9
Cash and Restricted Deposits	\$221.2	\$267.4	(\$46.2)
Total Investments, Cash, and Restricted Deposits	\$470.4	\$486.7	(\$16.3)
Investment Portfolio Yield	2.125%	1.770%	0.355%
Weighted Average Duration (Years)	1.19	1.17	0.02
Average Cash on Hand (Days)	297	260	37

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	\$22.4	\$0.0	\$0.0	\$22.4	1.772%	8.97%
California Asset Management Program	n/a	100.0			100.0	3.140%	40.13%
Citizens Business Bank – Sweep	40%	12.5			12.5	0.250%	5.01%
Sub-Total Agency Managed		\$134.9	\$0.0	\$0.0	\$134.9	2.646%	54.11%
Brokered Certificates of Deposit (CD)	30%	\$1.9	\$0.0	\$1.0	\$2.9	2.526%	1.19%
Medium Term Notes	30%	1.9	8.8	3.6	14.3	1.881%	5.75%
Municipal Bonds	10%	0.2	1.7	0.2	2.1	0.986%	0.86%
Supranational Bonds	20%		1.7		1.7	0.520%	0.67%
US Treasury Notes	n/a	3.9	27.1	35.9	66.9	1.624%	26.82%
US Government Securities	n/a	8.8	17.6		26.4	1.015%	10.60%
Sub-Total PFM Managed		\$16.7	\$56.9	\$40.7	\$114.3	1.511%	45.89%
Total		\$151.6	\$56.9	\$40.7	\$249.2	2.125%	100.0%

Portfolio Yield Comparison



TREASURER'S REPORT OF FINANCIAL AFFAIRS

For the Month Ended October 31, 2022



All investment transactions have been executed in accordance with the criteria stated in the Agency's Investment Policy (Resolution No. 2022-4-8) adopted by the Inland Empire Utilities Agency's Board of Directors during its regular meeting held on April 20, 2022.

The funds anticipated to be available during the next six-month period are expected to be sufficient to meet all foreseen expenditures during the period.

* A Municipal Water District

INLAND EMPIRE UTILITIES AGENCY
Cash and Investment Summary

Month Ended
October 31, 2022

	October	September	Variance
<u>Cash, Bank Deposits, and Bank Investment Accounts</u>	\$3,396,768	\$2,308,982	\$1,087,786
<u>Investments</u>			
Agency Managed			
Citizens Business Bank (CBB) Repurchase (Sweep)	\$12,463,645	\$7,354,117	\$5,109,528
Local Agency Investment Fund (LAIF)	22,416,678	35,206,840	(12,790,162)
California Asset Management Program (CAMP)	99,982,067	62,759,627	37,222,440
Total Agency Managed Investments	134,862,390	105,320,584	\$29,541,806
PFM Managed			
Certificates of Deposit	\$2,935,000	\$1,870,000	\$1,065,000
Municipal Bonds	2,140,924	2,140,954	(30)
Supra-National Agency Bonds	1,669,220	1,669,185	35
Medium Term Notes	14,345,627	15,112,613	(766,986)
U.S. Treasury Notes	66,839,673	66,812,647	27,026
U.S. Government Sponsored Entities	26,423,111	26,424,032	(921)
Total PFM Managed Investments	114,353,555	114,029,431	\$324,124
Total Investments	\$249,215,945	\$219,350,015	\$29,865,930
Total Cash and Investments Available to the Agency	\$252,612,713	\$221,658,997	\$30,953,716
<u>Restricted Deposits</u>			
CAMP Water Connection Reserve	\$24,864,691	\$28,675,178	(\$3,810,487)
LAIF Self Insurance Reserve	6,573,509	6,573,509	-
Bond and Note Accounts	22,477,444	22,189,158	288,286
2020B Construction Accounts	55,377,057	100,003,016	(44,625,959)
Capital Capacity Reimbursement Account (CCRA) Deposits Held by Member Agencies**	80,785,585	80,350,523	435,062
California Employers' Retirement Benefit Trust Account - CERBT (Other Post Employment Benefits - OPEB)	18,551,681	18,551,681	-
Escrow Deposits	9,186,386	8,764,171	422,215
Total Restricted Deposits	\$217,816,353	\$265,107,236	(\$47,290,883)
Total Cash, Investments, and Restricted Deposits	\$470,429,066	\$486,766,233	(\$16,337,167)

**Total reported as of August 2022 net of capital call

INLAND EMPIRE UTILITIES AGENCY
Cash and Investment Summary

Month Ended
October 31, 2022

Cash, Bank Deposits, and Bank Investment Accounts

CBB Demand Account (Negative balance offset by CBB Sweep Balance)	\$2,950,590
CBB Payroll Account	-
CBB Workers' Compensation Account	33,995
Subtotal Demand Deposits	<u>\$2,984,585</u>

Other Cash and Bank Accounts

Petty Cash	\$2,250
Subtotal Other Cash	<u>\$2,250</u>

US Bank Pre-Investment Money Market Account

\$409,933

Total Cash and Bank Accounts

\$3,396,768

Unrestricted Investments

CBB Repurchase (Sweep) Investments

Freddie Mac (FHLMC)	\$12,463,645
Fannie Mae (FNMA)	-
Subtotal CBB Repurchase (Sweep)	<u>\$12,463,645</u>

Local Agency Investment Fund (LAIF)

LAIF Fund	\$22,416,678
Subtotal Local Agency Investment Fund	<u>\$22,416,678</u>

California Asset Management Program (CAMP)

Short Term	\$99,982,067
Subtotal CAMP	<u>\$99,982,067</u>

Subtotal Agency Managed Investment Accounts

\$134,862,390

Brokered Certificates of Deposit

Brokered Certificates of Deposit	\$2,935,000
Subtotal Brokered Certificates of Deposit	<u>\$2,935,000</u>

Supra-National Agency Bonds

Inter-American Development Bank Notes	\$1,669,220
Subtotal Supra-National Agency Bonds	<u>\$1,669,220</u>

INLAND EMPIRE UTILITIES AGENCY
Cash and Investment Summary

Month Ended
October 31, 2022

Unrestricted Investments Continued

Municipal Bonds

Subtotal State and Local Municipal Bonds	\$2,140,924
Subtotal State and Municipal Bonds	<u>\$2,140,924</u>

Medium Term Notes

Medium Term Notes	\$14,345,627
Subtotal Medium Term Notes	<u>\$14,345,627</u>

U.S. Treasury Notes

Treasury Note	\$66,839,673
Subtotal U.S. Treasury Notes	<u>\$66,839,673</u>

U.S. Government Sponsored Entities

Fannie Mae Bank	\$16,472,092
Freddie Mac Bank	7,937,687
Federal Home Loan Bank	<u>2,013,332</u>
Subtotal U.S. Government Sponsored Entities	<u>\$26,423,111</u>

Subtotal PFM Managed Investment Accounts

\$114,353,555

Total Investments

\$249,215,945

Restricted Deposits

Investment Pool Accounts

CAMP - Water Connection Reserves	\$24,864,691
LAIF - Self Insurance Fund Reserves	<u>6,573,509</u>
Subtotal Investment Pool Accounts	<u>\$31,438,200</u>

Bond and Note Accounts

2017A Debt Service Accounts	\$428
2020A Debt Service Accounts	3
2020B Debt Service Accounts	3,928,735
2020B Capitalized Interest	<u>18,548,278</u>
Subtotal Bond and Note Accounts	<u>\$22,477,444</u>

INLAND EMPIRE UTILITIES AGENCY
Cash and Investment Summary

Month Ended
October 31, 2022

Restricted Deposits Continued

2020B Construction Project Accounts

LAIF Construction Project Accounts	\$44,747,593
CAMP Construction Project Accounts	10,629,464
Subtotal 2020B Construction Project Accounts	<u>\$55,377,057</u>

CCRA Deposits Held by Member Agencies

City of Chino	\$13,516,009
Cucamonga Valley Water District	14,144,194
City of Fontana	16,416,690
City of Montclair	1,574,371
City of Ontario	28,015,955
City of Chino Hills	3,211,003
City of Upland	3,907,363
Subtotal CCRA Deposits Held by Member Agencies**	<u>\$80,785,585</u>

***Total reported as of August 2022 net of capital call*

CalPERS

CERBT Account (OPEB)	\$18,551,681
Subtotal CalPERS Accounts	<u>\$18,551,681</u>

Escrow Deposits

W.M. Lyles Construction	\$8,731,340
MNR Construction, Inc.	455,046
Subtotal Escrow Deposits	<u>\$9,186,386</u>

Total Restricted Deposits

\$217,816,353

Total Cash, Investments, and Restricted Deposits as of October 31, 2022

\$470,429,066

Total Cash, Investments, and Restricted Deposits as of 10/31/2022

\$470,429,066

Less: Total Cash, Investments, and Restricted Deposits as of 9/30/2022

486,766,233

Total Monthly Increase (Decrease)

(\$16,337,167)

INLAND EMPIRE UTILITIES AGENCY

Cash and Investment Summary

Month Ended
October 31, 2022

Par	Cost Basis	Term	September	%	%	Maturity	Market
Amount	Amount	(Days)	Value	Coupon	Yield to Maturity	Date	Value

Cash, Bank Deposits, and Bank Investment Accounts

Citizens Business Bank (CBB)

Demand Account	\$2,950,590	\$2,950,590	N/A	\$2,950,590	N/A	N/A	\$2,950,590
Payroll Checking	0	0	N/A	0	N/A	N/A	0
Workers' Compensation Account	33,995	33,995	N/A	33,995	N/A	N/A	33,995
Subtotal CBB Accounts	\$2,984,585	\$2,984,585		\$2,984,585			\$2,984,585

US Bank (USB)

Custodial Money Market (<i>Investment Mgmt.</i>)	\$32,546	\$32,546	N/A	\$32,546	2.62%	N/A	\$32,546
Custodial Money Market (<i>Debt Service</i>)	377,387	377,387	N/A	377,387	2.62%	N/A	377,387
Subtotal USB Account	\$409,933	\$409,933		\$409,933	2.62%		\$409,933

Petty Cash	\$2,250	\$2,250	N/A	\$2,250	N/A	N/A	\$2,250
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Total Cash, Bank Deposits and Bank Investment Accounts	\$3,396,768	\$3,396,768		\$3,396,768			\$3,396,768
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Investments

CBB Daily Repurchase (Sweep) Accounts

Freddie Mac (FHLMC)	\$12,463,645	\$12,463,645	N/A	\$12,463,645	0.25%	N/A	\$12,463,645
Fannie Mae (FNMA)	-	-	N/A	-	0.25%	N/A	-
Subtotal CBB Repurchase Accounts	\$12,463,645	\$12,463,645		\$12,463,645	0.25%		\$12,463,645

LAIF Accounts

Non-Restricted Funds	\$22,416,678	\$22,416,678	N/A	\$22,416,678	1.772%	N/A	\$22,416,678
Subtotal LAIF Accounts	\$22,416,678	\$22,416,678		\$22,416,678	1.772%		\$22,416,678

CAMP Accounts

Non-Restricted Funds	\$99,982,067	\$99,982,067	N/A	\$99,982,067	3.14%	N/A	\$99,982,067
Subtotal CAMP Accounts	\$99,982,067	\$99,982,067		\$99,982,067	3.14%		\$99,982,067

Subtotal Agency Managed Investment Accounts	\$134,862,390	\$134,862,390		\$134,862,390	2.65%		\$134,862,390
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Brokered Certificates of Deposit (CDs)

Barclays Bank PLC NY	\$1,125,000	\$1,125,000	1153	\$1,125,000	1.05%	1.05%	02/01/23	\$1,112,839
Credit Suisse NY	745,000	745,000	724	745,000	0.59%	0.59%	03/17/23	732,837
Toronto Dominion Bank NY	1,065,000	1,065,000	1312	1,065,000	5.44%	5.44%	10/25/24	1,064,983
Subtotal Brokered CDs	\$2,935,000	\$2,935,000		\$2,935,000		2.53%		\$2,910,659

INLAND EMPIRE UTILITIES AGENCY

Cash and Investment Summary

Month Ended
October 31, 2022

Par	Cost Basis	Term	September	%	%	Maturity	Market
Amount	Amount	(Days)	Value	Coupon	Yield to Maturity	Date	Value
2,000,000	1,899,453	1618	1,985,024	1.38%	2.58%	06/30/23	1,958,125
1,260,000	1,196,951	1630	1,249,479	1.25%	2.44%	07/31/23	1,228,500
650,000	667,088	1611	653,532	2.88%	2.25%	09/30/23	640,352
1,875,000	1,870,898	877	1,873,227	0.25%	0.34%	11/15/23	1,791,797
3,450,000	3,484,904	1713	3,457,723	2.75%	2.52%	11/15/23	3,383,156
2,525,000	2,479,826	1786	2,515,034	2.13%	2.52%	11/30/23	2,457,535
990,000	988,608	1044	989,455	0.13%	0.17%	12/15/23	941,428
120,000	120,356	1813	120,084	2.63%	2.56%	12/31/23	117,319
810,000	806,235	917	808,193	0.13%	0.31%	01/15/24	766,969
675,000	709,778	962	693,118	2.38%	0.35%	02/29/24	655,277
2,345,000	2,355,534	1792	2,348,210	2.00%	1.90%	04/30/24	2,254,498
210,000	208,679	1059	209,300	0.25%	0.47%	05/15/24	196,350
575,000	580,930	1824	576,973	2.00%	1.78%	06/30/24	550,832
1,000,000	1,016,172	1818	1,005,675	2.13%	1.78%	07/31/24	958,281
1,310,000	1,349,146	1824	1,325,002	2.13%	1.50%	09/30/24	1,252,483
595,000	614,454	1822	602,794	2.25%	1.57%	10/31/24	569,434
510,000	521,814	1789	515,019	2.13%	1.63%	11/30/24	485,616
1,820,000	1,876,875	1273	1,854,360	1.50%	0.58%	11/30/24	1,711,369
1,445,000	1,383,588	1319	1,395,943	1.13%	2.73%	01/15/25	1,342,947
340,000	335,232	1475	336,955	0.25%	0.60%	05/31/25	305,363
1,900,000	1,866,230	1440	1,877,909	0.25%	0.71%	05/31/25	1,706,438
2,050,000	2,027,898	1532	2,034,642	0.25%	0.52%	08/31/25	1,823,219
990,000	968,228	1463	974,166	0.25%	0.81%	09/30/25	878,934
1,600,000	1,573,125	1463	1,580,705	0.25%	0.67%	09/30/25	1,420,500
435,000	427,965	1658	430,227	0.38%	0.74%	11/30/25	384,635
1,910,000	1,873,218	1623	1,884,504	0.38%	0.82%	11/30/25	1,688,858
2,925,000	2,845,591	1623	2,865,003	0.38%	1.06%	11/30/25	2,586,340
815,000	810,034	1814	811,835	0.38%	0.50%	12/31/25	718,855
1,780,000	1,751,145	1699	1,760,367	0.38%	0.73%	12/31/25	1,570,016
870,000	820,995	1730	829,576	0.38%	1.86%	01/31/26	764,241
1,520,000	1,466,088	1730	1,476,935	0.38%	1.27%	01/31/26	1,335,225
1,540,000	1,400,438	1730	1,418,903	0.38%	2.95%	01/31/26	1,352,794
2,345,000	2,248,910	1730	2,267,881	0.38%	1.42%	01/31/26	2,059,936
2,940,000	3,257,428	1730	3,146,799	2.63%	0.43%	01/31/26	2,780,138
1,765,000	1,717,428	1850	1,727,565	0.50%	1.15%	02/28/26	1,552,373
3,110,000	3,068,088	1821	3,082,036	0.50%	0.78%	02/28/26	2,735,342
1,360,000	1,359,469	1666	1,359,602	0.75%	0.76%	03/31/26	1,203,600
1,464,000	1,453,192	1805	1,456,174	0.75%	0.90%	05/31/26	1,288,320
2,120,000	1,942,947	1805	1,960,737	0.75%	2.99%	05/31/26	1,865,600

INLAND EMPIRE UTILITIES AGENCY

Cash and Investment Summary

Month Ended
October 31, 2022

	Par	Cost Basis	Term	September	%	%	Maturity	Market
	Amount	Amount	(Days)	Value	Coupon	Yield to Maturity	Date	Value
<u>Investments (continued)</u>								
US Treasury N/B Note	890,000	819,461	1927	828,423	0.88%	2.77%	09/30/26	779,167
US Treasury N/B Note	1,190,000	1,086,851	1927	1,098,105	0.88%	3.00%	09/30/26	1,041,808
US Treasury Note	1,500,000	1,457,637	2065	1,460,627	2.25%	2.91%	02/15/27	1,378,125
US Treasury N/B Note	2,115,000	1,890,281	2139	1,901,719	0.50%	2.92%	04/30/27	1,790,149
US Treasury Note	1,055,000	936,436	2200	941,886	0.50%	2.99%	06/30/27	887,848
US Treasury Note	3,315,000	3,142,905	2246	3,148,247	2.25%	3.40%	08/15/27	3,024,420
Subtotal US Treasuries	\$68,009,000	\$66,678,506		\$66,839,673		1.62%		\$62,184,508
<u>U.S. Government Sponsored Entities</u>								
Freddie Mac Bond	1,450,000	1,444,461	1,810	1,449,296	2.75%	2.83%	06/19/23	\$1,433,060
Freddie Mac Bond	1,330,000	1,326,116	1,095	1,329,159	0.25%	0.35%	06/26/23	\$1,292,808
Fannie Mae Bond	1,875,000	1,870,969	1,095	1,874,076	0.25%	0.32%	07/10/23	\$1,819,371
Fannie Mae Bond	645,000	645,000	1,092	645,000	0.36%	0.36%	08/18/23	\$622,906
Freddie Mac Bond	885,000	884,097	1,098	884,757	0.25%	0.28%	08/24/23	\$854,053
Fannie Mae Bond	855,000	853,273	1,741	854,688	2.88%	2.92%	09/12/23	\$841,995
Fannie Mae Bond	1,820,000	1,803,274	1,772	1,817,027	2.88%	3.08%	09/12/23	\$1,792,316
Freddie Mac Bond	805,000	804,203	1,095	804,710	0.25%	0.28%	12/04/23	\$767,126
Federal Home Loan Bank	870,000	895,642	1,772	875,817	3.38%	2.72%	12/08/23	\$857,518
Federal Home Loan Bank	190,000	189,327	1,824	189,827	2.50%	2.58%	02/13/24	\$184,909
Fannie Mae Bond	2,055,000	2,130,234	1,769	2,088,938	1.63%	0.85%	01/07/25	\$1,930,648
Freddie Mac Bond	1,215,000	1,214,065	1,825	1,214,572	1.50%	1.52%	02/12/25	\$1,135,117
Federal Home Loan Bank	950,000	945,288	1,824	947,688	0.50%	0.60%	04/14/25	\$861,495
Fannie Mae Bond	495,000	496,629	1,792	495,821	0.63%	0.56%	04/22/25	\$449,922
Fannie Mae Bond	1,275,000	1,272,374	1,824	1,273,700	0.63%	0.67%	04/22/25	\$1,158,891
Fannie Mae Bond	1,425,000	1,432,296	1,782	1,428,697	0.63%	0.52%	04/22/25	\$1,295,231
Fannie Mae Bond	240,000	241,126	1,716	240,629	0.50%	0.40%	06/17/25	\$216,137
Fannie Mae Bond	995,000	996,473	1,693	995,834	0.50%	0.47%	06/17/25	\$896,069
Fannie Mae Bond	1,435,000	1,441,931	1,778	1,438,738	0.50%	0.40%	06/17/25	\$1,292,321
Fannie Mae Bond	1,480,000	1,476,936	1,824	1,478,389	0.50%	0.54%	06/17/25	\$1,332,847
Freddie Mac Bond	895,000	890,543	1,824	892,574	0.38%	0.48%	07/21/25	\$800,384
Fannie Mae Bond	950,000	945,554	1,824	947,494	0.38%	0.47%	08/25/25	\$846,302
Freddie Mac Bond	1,365,000	1,360,891	1,824	1,362,619	0.38%	0.44%	09/23/25	\$1,212,493
Fannie Mae Bond	895,000	891,796	1,821	893,061	0.50%	0.57%	11/07/25	\$794,579
Subtotal U.S. Gov't Sponsored Entities	\$26,395,000	\$26,452,498		\$26,423,111		1.02%		\$24,688,497
<u>Supra-National Agency Bond</u>								
Inter-American Development Bank Notes	\$1,670,000	\$1,668,764	1,461	\$1,669,220	0.50%	0.52%	09/23/24	\$1,545,513
Subtotal Supra-National Agency Bond	\$1,670,000	\$1,668,764		\$1,669,220		0.52%		\$1,545,513

INLAND EMPIRE UTILITIES AGENCY

Cash and Investment Summary

Month Ended
October 31, 2022

Par	Cost Basis	Term	September	%	%		
Amount	Amount	(Days)	Value	Coupon	Yield to Maturity	Maturity Date	Market Value
Investments (continued)							
Municipal Bonds							
\$195,000	\$195,000	949	\$195,000	1.48%	1.48%	07/01/23	\$190,024
250,000	249,930	1457	249,969	0.51%	0.52%	08/01/24	233,185
100,000	100,000	1578	100,000	0.56%	0.56%	12/01/24	90,695
90,000	90,326	1764	90,168	0.88%	0.81%	05/15/25	81,033
205,000	205,000	1764	205,000	0.88%	0.88%	05/15/25	184,576
200,000	201,414	1749	200,787	1.26%	1.11%	07/01/25	179,788
520,000	520,000	1749	520,000	1.26%	1.26%	07/01/25	467,449
375,000	375,000	1725	375,000	0.77%	0.77%	08/01/25	335,149
205,000	205,000	1792	205,000	1.05%	1.05%	01/01/26	181,741
\$2,140,000	\$2,141,670		\$2,140,924		0.99%		\$1,943,639
Medium Term Notes							
\$610,000	\$615,588	1555	\$610,640	3.50%	3.27%	04/28/23	\$605,875
565,000	563,463	1095	564,732	0.75%	0.84%	05/11/23	553,566
720,000	755,741	1330	726,073	3.50%	2.08%	06/15/23	713,301
1,260,000	1,276,393	1807	1,264,342	2.95%	2.67%	03/15/24	1,231,239
560,000	559,182	1096	559,584	0.45%	0.50%	05/12/24	524,557
1,425,000	1,495,195	1768	1,448,627	2.85%	1.78%	07/08/24	1,381,520
570,000	570,000	1461	570,000	0.65%	0.65%	09/16/24	543,211
725,000	725,000	1464	725,000	0.81%	0.81%	10/24/24	687,897
790,000	770,045	1542	774,586	1.25%	2.17%	01/10/25	730,459
315,000	318,078	1724	316,491	1.80%	1.58%	02/13/25	293,781
425,000	429,152	1724	427,011	1.80%	1.58%	02/13/25	396,371
1,425,000	1,475,744	1743	1,448,860	1.75%	0.98%	02/14/25	1,332,928
555,000	555,000	1461	555,000	0.82%	0.82%	06/01/25	511,148
355,000	355,000	1530	355,000	0.77%	0.77%	08/09/25	323,900
349,000	345,524	1606	346,602	0.75%	0.98%	11/13/25	309,131
880,000	880,000	1746	880,000	3.38%	3.38%	04/02/26	827,150
1,100,000	1,112,199	1874	1,110,218	2.40%	2.14%	08/08/26	1,017,869
150,000	149,745	2034	149,784	1.95%	1.99%	01/15/27	133,860
690,000	689,579	2034	689,643	1.95%	1.96%	01/15/27	615,758
935,000	817,779	2234	823,434	1.13%	3.91%	08/03/27	758,638
\$14,404,000	\$14,458,407		\$14,345,627		1.88%		\$13,492,160
\$115,553,000	\$114,334,844		\$114,353,555		1.51%		\$106,764,976
\$250,415,390	\$249,197,234		\$249,215,945				\$241,627,366

(Source of Investment Amortized Cost: PFM)

INLAND EMPIRE UTILITIES AGENCY

Cash and Investment Summary

Month Ended
October 31, 2022

	Par	Cost Basis	Term	September	%	%	Maturity	Market
	Amount	Amount	(Days)	Value	Coupon	Yield to Maturity	Date	Value
Restricted Deposits								
Investment Pool Accounts								
CAMP - Water Connection Reserves	\$24,864,691	\$24,864,691	N/A	\$24,864,691		3.14%	N/A	\$24,864,691
LAIF - Self Insurance Reserves	6,573,509	6,573,509	N/A	6,573,509		1.77%	N/A	6,573,509
Total Investment Pool Accounts	\$31,438,200	\$31,438,200		\$31,438,200		2.85%		\$31,438,200
Bond and Note Accounts								
2017A Debt Service Accounts	\$428	\$428	N/A	\$428		0.00%	N/A	\$428
2020A Debt Service Accounts	3	3	N/A	3		0.00%	N/A	3
2020B Debt Service Accounts	3,928,735	3,928,735	N/A	3,928,735		0.00%	N/A	3,928,735
2020B Capitalized Interest Account	18,548,278	18,548,278	N/A	18,548,278		3.14%	N/A	18,548,278
Total Bond and Note Accounts	\$22,477,444	\$22,477,444		\$22,477,444		2.59%		\$22,477,444
2020B Construction Project Account								
LAIF Construction Fund	\$44,747,593	\$44,747,593	N/A	\$44,747,593		1.77%	N/A	\$44,747,593
CAMP Construction Fund	10,629,464	10,629,464		10,629,464		3.14%	N/A	10,629,464
Subtotal 2020B Construction Fund	\$55,377,057	\$55,377,057		\$55,377,057		2.03%		\$55,377,057
Total 2020B Construction Project Accts	\$55,377,057	\$55,377,057		\$55,377,057		2.035%		\$55,377,057
CCRA Deposits Held by Member Agencies								
City of Chino	\$13,516,009	\$13,516,009	N/A	\$13,516,009		N/A	N/A	\$13,516,009
City of Chino Hills	3,211,003	3,211,003	N/A	3,211,003		N/A	N/A	3,211,003
Cucamonga Valley Water District	14,144,194	14,144,194	N/A	14,144,194		N/A	N/A	14,144,194
City of Fontana	16,416,690	16,416,690	N/A	16,416,690		N/A	N/A	16,416,690
City of Montclair	1,574,371	1,574,371	N/A	1,574,371		N/A	N/A	1,574,371
City of Ontario	28,015,955	28,015,955	N/A	28,015,955		N/A	N/A	28,015,955
City of Upland	3,907,363	3,907,363	N/A	3,907,363		N/A	N/A	3,907,363
Subtotal CCRA Deposits Held by Member Agencies**	\$80,785,585	\$80,785,585		\$80,785,585				\$80,785,585
<i>**Total reported as of August 2022 net of capital call</i>								
CalPERS Deposits								
CERBT Account (OPEB)	\$16,000,000	\$16,000,000	N/A	\$18,551,681		N/A	N/A	\$18,551,681
Subtotal CalPERS Deposits	\$16,000,000	\$16,000,000		\$18,551,681				\$18,551,681
Escrow Deposits								
W. M. Lyles Construction	\$8,731,340	\$8,731,340	N/A	\$8,731,340		N/A	N/A	\$8,731,340
MNR Construction, Inc	455,046	455,046	N/A	455,046		N/A	N/A	455,046
Subtotal Escrow Deposits	\$9,186,386	\$9,186,386		\$9,186,386				\$9,186,386
Total Restricted Deposits	\$215,264,672	\$215,264,672		\$217,816,353				\$217,816,353
Total Cash, Investments, and Restricted Deposits as of September 30, 2022	\$469,076,830	\$467,858,674		\$470,429,066				\$462,840,487

INLAND EMPIRE UTILITIES AGENCY
Cash and Investment Summary

Month Ended
October 31, 2022

September Purchases

No.	Date	Transaction	Investment Security	Type	Par Amount Purchased	Investment Yield to Maturity
1	10/31/2022	Purchase	Toronto Dominion Bank	Certificate of Deposit	\$1,065,000	5.44%
Total Purchases					\$ 1,065,000	

September Investment Maturities, Calls & Sales

No.	Date	Transaction	Investment Security	Type	Par Amount Matured/Sold	Investment Yield to Maturity
1	10/31/2022	Sale	Bank of NY Mellon Corp Notes	Corporate Note	\$765,000	3.27%
Total Maturities, Calls & Sales					\$ 765,000	

INLAND EMPIRE UTILITIES AGENCY
Cash and Investment Summary

Month Ended
October 31, 2022

Directed Investment Category

CBB Repurchase (Sweep)
LAIF - Unrestricted
CAMP - Unrestricted
Brokered Certificates of Deposit
Medium Term Notes
Municipal Bonds
Supra-National Bonds
US Treasury Notes
U.S. Government Sponsored Entities

Total Investment Portfolio

Investment Portfolio Rate of Return

Amount Invested	Yield
\$12,463,645	0.250%
22,416,678	1.772%
99,982,067	3.140%
2,935,000	2.526%
14,345,627	1.881%
2,140,924	0.986%
1,669,220	0.520%
66,839,673	1.624%
26,423,111	1.015%
\$249,215,945	

2.125%

Restricted/Transitory/Other Accounts

CCRA Deposits Held by Member Agencies
CalPERS OPEB (CERBT) Account
CAMP Restricted Water Connection Reserve
LAIF Restricted Insurance Reserve
US Bank - 2017A Debt Service Accounts
US Bank - 2020A Refunding Bond Accounts
US Bank - 2020B Revenue Note Accounts
US Bank - Pre-Investment Money Market Account
LAIF Construction Account
CAMP Construction Account
Citizens Business Bank - Demand Account
Citizens Business Bank - Workers' Compensation Account
Citizens Business Bank - Payroll Account
Other Accounts*
Escrow Account

Total Restricted/Transitory/Other Accounts

Average Yield of Other Accounts

Amount Invested	Yield
\$80,785,585	N/A
18,551,681	N/A
24,864,691	3.140%
6,573,509	1.772%
428	0.000%
3	0.000%
22,477,013	3.140%
409,933	2.620%
44,747,593	1.772%
10,629,464	3.140%
2,950,590	N/A
33,995	N/A
0	N/A
2,250	N/A
9,186,386	N/A
\$221,213,121	

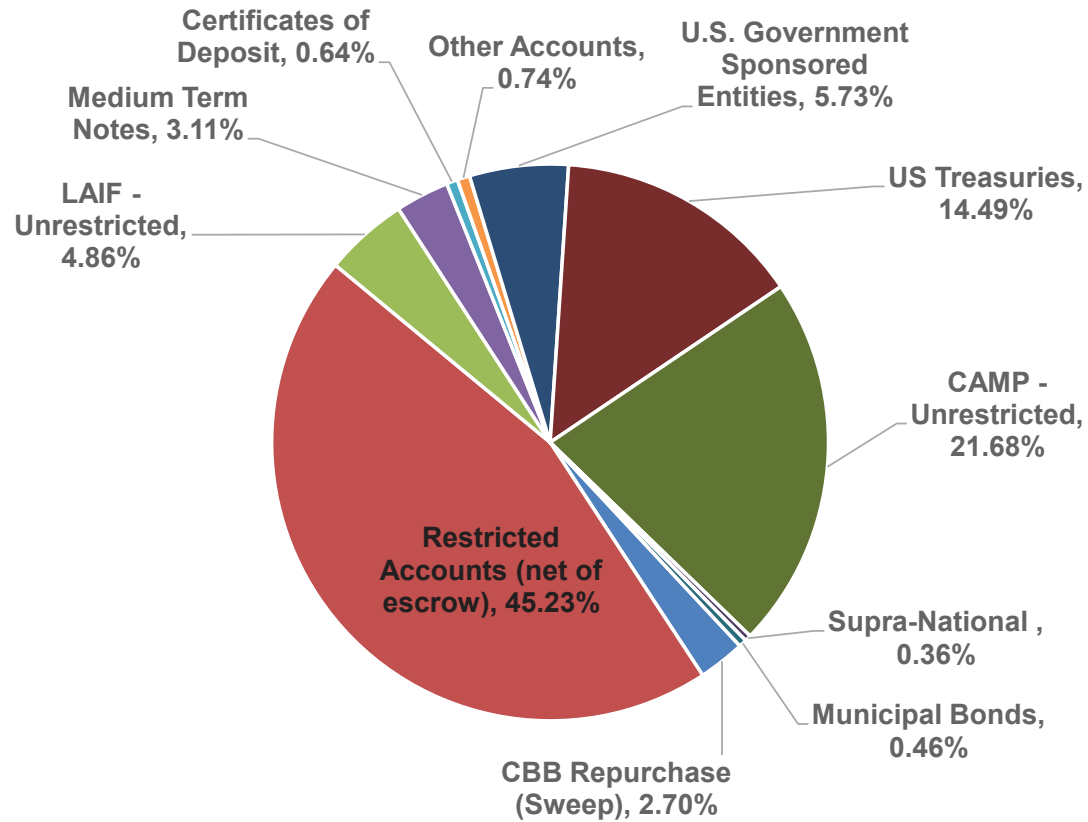
2.498%

Total Agency Directed Deposits

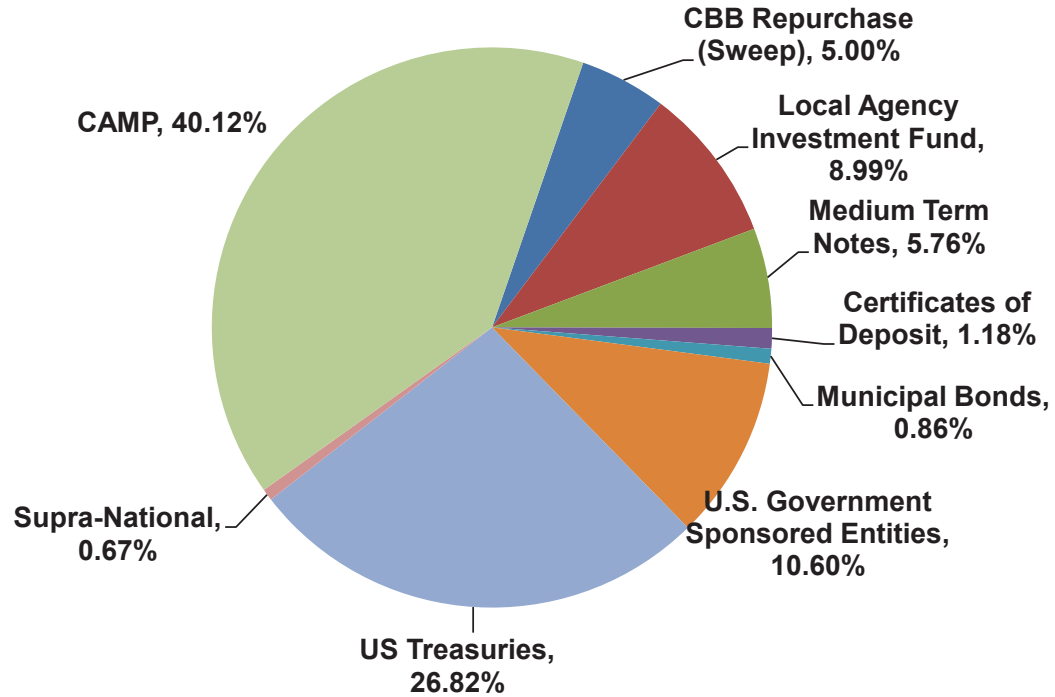
\$470,429,066

*Petty Cash

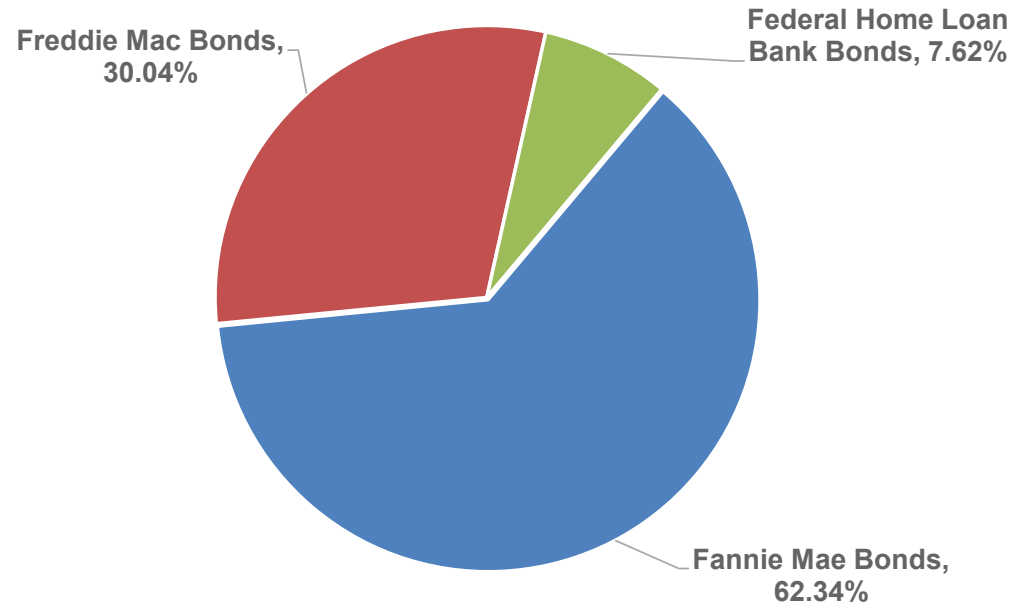
Inland Empire Utilities Agency
Treasurer's Report of Financial Affairs
Month Ended October 31, 2022
Agency Investment Portfolio (Net of Escrow Accounts)
\$461,242,680



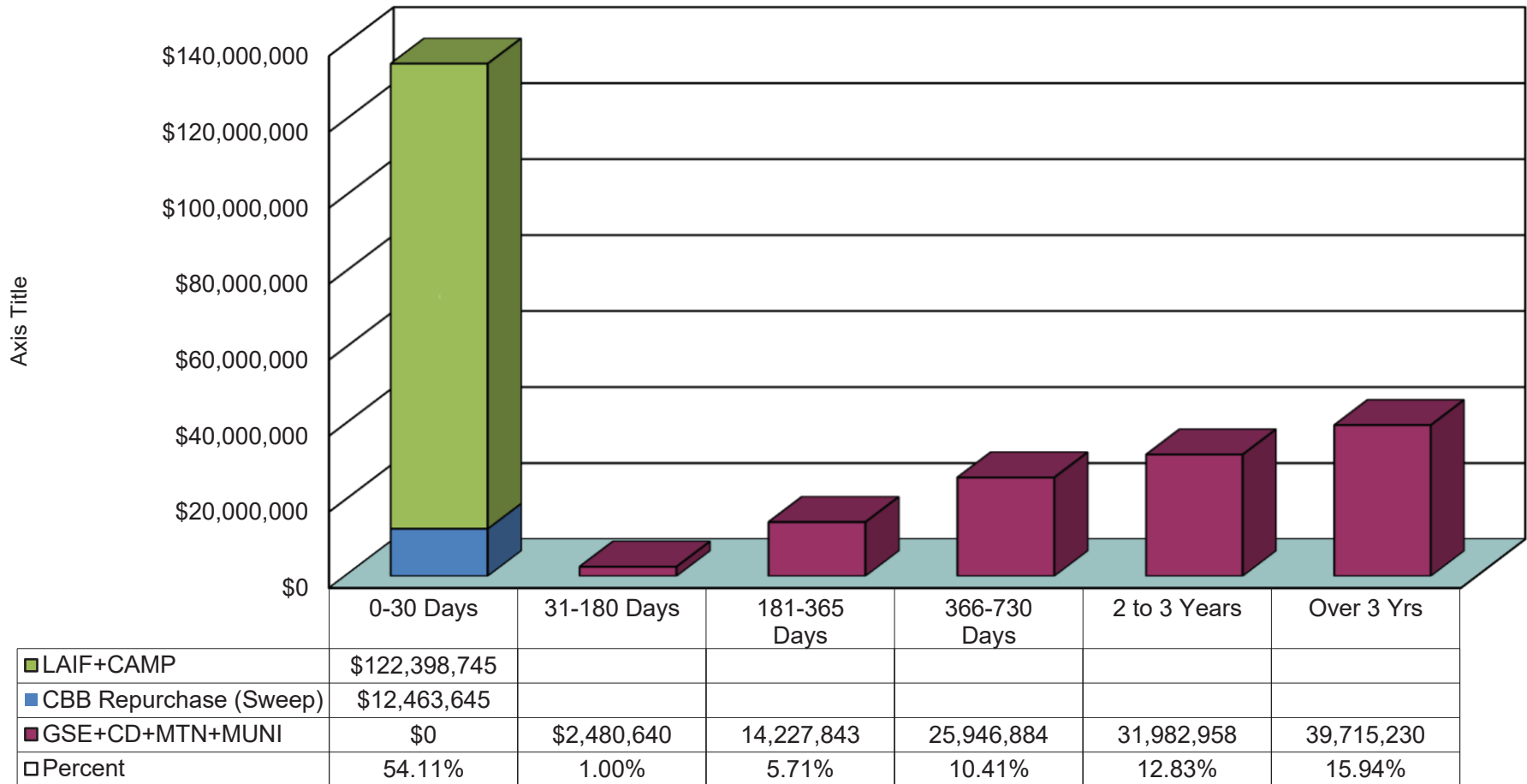
Inland Empire Utilities Agency
Treasurer's Report of Financial Affairs
Month Ended October 31, 2022
Unrestricted Agency Investment Portfolio
\$249,215,945



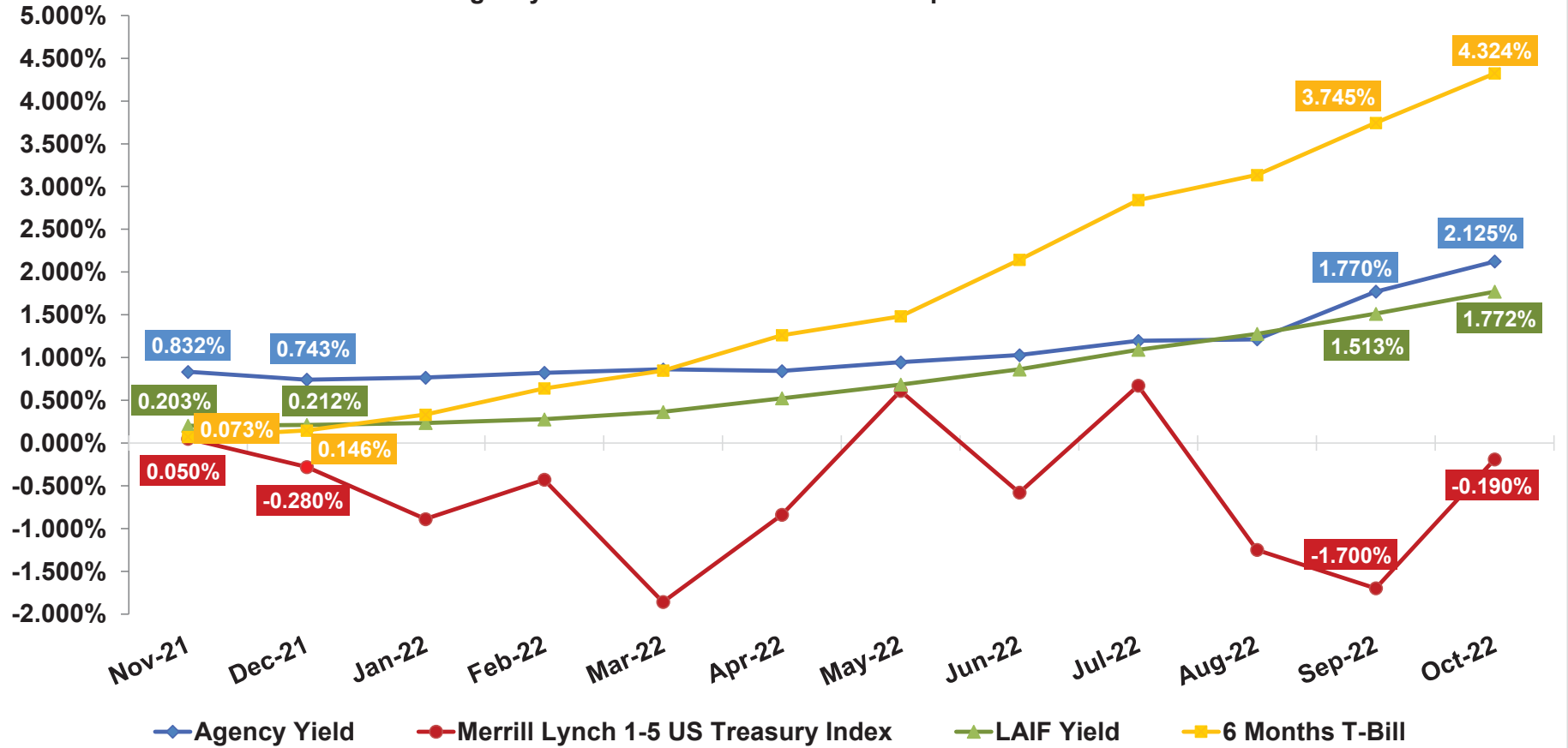
Inland Empire Utilities Agency
Treasurer's Report of Financial Affairs
Month Ended October 31, 2022
U.S. Government Sponsored Entities Portfolio
\$26,423,111



Inland Empire Utilities Agency
Treasurer's Report of Financial Affairs
Month Ended October 31, 2022
Agency Investment Portfolio Maturity Distribution (Unrestricted)
\$249,215,945



Inland Empire Utilities Agency
Treasurer's Report of Financial Affairs
Month Ended October 31, 2022
Agency Investment Portfolio Yield Comparison



**AGENCY
REPRESENTATIVES'
REPORTS**

5A



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/81237720092• Meeting ID: 812 3772 0092	<ul style="list-style-type: none">• 1 (669) 900-6833• Meeting ID: 812 3772 0092
* Participation in the meeting via the Zoom app (a free download) is strongly encouraged.	

REGULAR COMMISSION MEETING TUESDAY, DECEMBER 6, 2022 – 9:30 A.M.

AGENDA

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE (Marco Tule, 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: OCTOBER 18, 2022

Recommendation: Approve as posted.

B. TREASURER'S REPORT: SEPTEMBER 2022

Recommendation: Approve as posted.

C. TREASURER'S REPORT: OCTOBER 2022

Recommendation: Approve as posted.

D. RESOLUTION ON CONTINUATION OF REMOTE COMMISSION AND COMMITTEE MEETINGS (CM#2022.74)

Recommendation: Adopt Resolution No. 2022-18 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 6, 2022 to January 5, 2023 pursuant to Brown Act Provisions.

E. PROPOSITION 1 ROUND 2 INTEGRATED REGIONAL WATER MANAGEMENT RESOLUTION 2022-17 (CM#2022.75)

Presenter: Ian Achimore

Recommendation: To adopt SAWPA Resolution 2022-17 to Submit the Final Grant Application to the Department of Water Resources.

6. SPECIAL COMMENDATIONS

A. RECOGNITION OF YEARS OF SERVICE

- 25-Years: Pete Vitt
- 20-Years: Rick Whetsel

7. NEW BUSINESS

A. INFORMATION TECHNOLOGY SERVICES CONSULTANT (CM#2022.76)

Presenter: Dean Unger

Recommendation: Authorize the General Manager to execute General Services Agreement and Task Order No. ACS100-26 with Accent Computer Solutions, Inc. for an amount not to exceed \$288,000.00 for a 48-month period (1/1/2023-12/31/2026) to provide Information Technology Services, with an option to add a 12-month extension to the end of this agreement.

B. SAWPA RESERVE POLICY (CM#2022.77)

Presenter: David Ruhl

Recommendation: Approve the updated SAWPA Reserve Policy.

8. INFORMATIONAL REPORTS

Recommendation: Receive for information.

A. ASSEMBLY BILL 2449 (BLANCA RUBIO)

Presenter: Andrew D. Turner, Lagerlof, LLP

Recommendation: Receive and file.

B. CHAIR'S COMMENTS/REPORT

C. COMMISSIONERS' COMMENTS

D. COMMISSIONERS' REQUEST FOR FUTURE AGENDA ITEMS

9. CLOSED SESSION

There were no Closed Session items anticipated at the time of the posting of this agenda.

10. 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 1, 2022, a copy of this agenda has been uploaded to the SAWPA website at www.sawpa.org and posted at SAWPA's office at 11615 Sterling Avenue, Riverside, California.

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 1/4/22 Commission Workshop [cancelled] 1/18/22 Regular Commission Meeting	February 2/1/22 Commission Workshop 2/15/22 Regular Commission Meeting
March 3/1/22 Commission Workshop 3/15/22 Regular Commission Meeting	April 4/5/22 Commission Workshop 4/19/22 Regular Commission Meeting
May 5/3/22 Commission Workshop [cancelled] 5/17/22 Regular Commission Meeting 5/3 – 5/6/22 ACWA Spring Conference, Sacramento, CA	June 6/7/22 Commission Workshop 6/21/22 Regular Commission Meeting
July 7/5/22 Commission Workshop [cancelled] 7/19/22 Regular Commission Meeting	August 8/2/22 Commission Workshop [cancelled] 8/16/22 Regular Commission Meeting
September 9/6/22 Commission Workshop [cancelled] 9/20/22 Regular Commission Meeting	October 10/4/22 Commission Workshop 10/18/22 Regular Commission Meeting
November 11/1/22 Commission Workshop [cancelled] 11/15/22 Regular Commission Meeting [cancelled]	December 12/6/22 Commission Workshop 12/20/22 Regular Commission Meeting 11/29 – 12/2/22 ACWA Fall Conference, Indian Wells, CA

2023 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 1/3/23 Commission Workshop 1/17/23 Regular Commission Meeting	February 2/7/23 Commission Workshop 2/21/23 Regular Commission Meeting
March 3/7/23 Commission Workshop 3/21/23 Regular Commission Meeting	April 4/4/23 Commission Workshop 4/18/23 Regular Commission Meeting
May 5/2/23 Commission Workshop 5/16/23 Regular Commission Meeting 5/9 – 5/11/23 ACWA Spring Conference, Monterey, CA	June 6/6/23 Commission Workshop 6/20/23 Regular Commission Meeting
July 7/5/23* Commission Workshop 7/18/23 Regular Commission Meeting	August 8/1/23 Commission Workshop 8/15/23 Regular Commission Meeting
September 9/5/23 Commission Workshop 9/19/23 Regular Commission Meeting	October 10/3/23 Commission Workshop 10/17/23 Regular Commission Meeting
November 11/7/23 Commission Workshop 11/21/23 Regular Commission Meeting 11/28 – 11/30/23 ACWA Fall Conference, Indian Wells, CA	December 12/5/23 Commission Workshop 12/19/23 Regular Commission Meeting

* Meeting date adjusted due to conflicting holiday.

**AGENCY
REPRESENTATIVES'
REPORTS**

5B

The Metropolitan Water District of Southern California

Agenda

The mission of the Metropolitan Water District of Southern California is to provide its service area with adequate and reliable supplies of high-quality water to meet present and future needs in an environmentally and economically responsible way.

Special Board Meeting - Final

December 12, 2022

9:00 AM

Monday, December 12, 2022 Meeting Schedule
09:00 a.m. Sp BOD 10:00 a.m. F&I 11:00 a.m. OP&T 12:00 p.m. A&E 12:30 p.m. E&O 02:00 p.m. IW 03:00 p.m. WP&S

Live streaming is available for all board and committee meetings on mwdh2o.com
([Click Here](#))

A listen only phone line is also available at 1-877-853-5257; enter meeting ID: 831 5177 2466. Members of the public may present their comments to the Board on matters within their jurisdiction as listed on the agenda via in-person or teleconference. To participate via teleconference (833) 548-0276 and enter meeting ID: 815 2066 4276.

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 limited to the items listed on agenda. (As required by Gov. Code § 54954.3(a))

**** CONSENT CALENDAR ITEMS -- ACTION ****

5. 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 this proposed action is exempt or otherwise not subject to CEQA

[21-1696](#)

Attachments: [12132022 Sp BOD 5A Report](#)

**** END OF CONSENT CALENDAR ITEMS ****

6. OTHER MATTERS AND REPORTS

6-1 Department Head Performance Evaluations [Public Employees' performance evaluations; General Manager, General Counsel, and Ethics Officer; to be heard in closed session pursuant to Gov. Code 54957.] [21-1768](#)

6-2 Report on Department Head 2022 Salary Survey [21-1769](#)

Attachments: [12122022 Sp BOD 6-2 Presentation](#)

6-3 Discuss and Approve Compensation Recommendations for General Manager, General Counsel, and Ethics Officer [21-1770](#)

7. FOLLOW-UP ITEMS

NONE

8. FUTURE AGENDA ITEMS

9. ADJOURNMENT

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The Metropolitan Water District of Southern California

Agenda

The mission of the Metropolitan Water District of Southern California is to provide its service area with adequate and reliable supplies of high-quality water to meet present and future needs in an environmentally and economically responsible way.

Board of Directors - Final - Revised 2

December 13, 2022

12:30 PM

**Tuesday, December 13, 2022
Meeting Schedule**

08:30 a.m. L&C
09:00 a.m. RP&AM
10:30 a.m. C&L
12:00 p.m. Sp Exec
12:30 p.m. Board

Live streaming is available for all board and committee meetings on mwdh2o.com
([Click Here](#))

A listen only phone line is also available at 1-877-853-5257; enter meeting ID: 831 5177 2466. Members of the public may present their comments to the Board on matters within their jurisdiction as listed on the agenda via in-person or teleconference. To participate via teleconference (833) 548-0276 and enter meeting ID: 815 2066 4276.

MWD Headquarters Building - 700 N. Alameda Street - Los Angeles, CA 90012

1. Call to Order

- a. Invocation: Elisa T. Mendez, Principal Admin Analyst, Office of General Manager
- b. Pledge of Allegiance: Director Glen Peterson, Las Virgenes Municipal Water District

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. Report on Directors' Events Attended at Metropolitan's Expense [21-1698](#)
Attachments: [12132022 BOD 5A Report](#)
- B. Chairwoman's Monthly Activity Report **21-1699**

- C. General Manager's summary of activities [21-1700](#)
Attachments: [12132022 BOD 5C Report](#)
- D. General Counsel's summary of activities [21-1701](#)
Attachments: [12132022 BOD 5D Report](#)
- E. Interim General Auditor's summary of activities [21-1702](#)
Attachments: [12132022 BOD 5E Report](#)
- F. Ethics Officer's summary of activities [21-1703](#)
Attachments: [12132022 BOD 5F Report](#)
- G. Induction of new Director Arturo Chacon from Central Basin Municipal Water District (ADDED ITEM 12/8/22) [21-1777](#)
(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. Approval of the Minutes of the Special Board Meeting for October 25, 2022 and the Board of the Directors Meeting for November 8, 2022 (Copies have been submitted to each Director, Any additions, corrections, or omissions) [21-1705](#)
Attachments: [12132022 BOD 6A-1 Minutes](#)
[12132022 BOD 6A-2 Minutes](#)
- B. Authorize the preparation of commendatory resolutions for Senator Dianne Feinstein and Representative Grace Napolitano [21-1704](#)
- C. Approve Committee Assignments [21-1764](#)

7. CONSENT CALENDAR ITEMS - ACTION

- 7-1** Approve proposed amendments to the Administrative Code Section 2416 relating to Equal Employment Opportunity policies and investigative procedures involving the Board of Directors and its Direct Reports; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (AE) **[21-1761](#)**
- Attachments:** [12132022 AE 7-1 B-L](#)
[12122022 AE 7-1 Presentation](#)
- 7-2** Adopt Legislative Priorities and Principles for 2023; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (CL) **[21-1706](#)**
- Attachments:** [12132022 CL 7-2 B-L](#)
[12132022 CL 7-2 Presentation](#)
- 7-3** Authorize the General Manager to use \$80 million in grant funding from the State Water Resources Control Board to commence activities related to the initiation of the Pure Water Southern California program, and authorize an increase to Metropolitan's current staff levels by 17 full-time equivalent positions for employees to work on the program; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (EO) **[21-1709](#)**
- Attachments:** [12132022 EO 7-3 B-L](#)
[12122022 EO 7-3 Presentation](#)
- 7-4** Award a \$2,165,000 contract to Caltec Corp. for physical security improvements at Metropolitan's Headquarters Building; and authorize an increase of \$250,000 to an agreement with Arcadis IBI Group for a new not-to-exceed amount of \$3.35 million for technical support during construction; the General Manager has determined that the proposed actions are exempt or otherwise not subject to CEQA (EO) **[21-1707](#)**
- Attachments:** [12132022 EO 7-4 B-L](#)
[12122022 EO 7-4 Presentation](#)

- 7-5** Adopt a resolution designating authorized agents for funding from the California Office of Emergency Services and the Federal Emergency Management Agency; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (EO) **[21-1710](#)**

Attachments: [12132022 EO 7-5 B-L](#)
[12122022 EO 7-5 Presentation](#)

- 7-6** Adopt resolution to accept \$50 million in state funding from the California Department of Water Resources to support Metropolitan's drought mitigation projects; designate the Group Manager of Engineering Services to be the signatory to execute actions related to the funds; the General Manager has determined that the proposed actions are exempt or otherwise not subject to CEQA (EO) **[21-1711](#)**

Attachments: [12132022 EO 7-6 B-L](#)
[12122022 EO 7-6 Presentation](#)

- 7-7** Authorize on-call agreements with GEI Consultants, Inc., HDR, Inc., and Stantec Consulting Services Inc. in amounts not to exceed \$2.5 million each, for a maximum of five years, to support Metropolitan's Dam Safety Initiatives Program; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (EO) **[21-1765](#)**

Attachments: [12132022 EO 7-7 B-L](#)
[12122022 EO 7-7 Presentation](#)

- 7-8** Approve amendments to the Metropolitan Water District Administrative Code to conform to current law, practices, and regulations; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (LC) **[21-1712](#)**

Attachments: [12132022 LC 7-8 B-L](#)

- 7-9** Authorize an increase of \$100,000, to an amount not to exceed \$500,000, for a contract for legal services with Hanson Bridgett LLP to provide legal advice on deferred compensation plans, other employee benefits, taxes, and CalPERS matters; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (LC) **[21-1713](#)**
- Attachments:** [12132022 LC 7-9 B-L](#)
[12132022 LC 7-9 Presentation](#)
- 7-10** Authorize an agreement with Voyageur Security Inc. doing business as Access Technologies in an amount not to exceed \$860,000 for procurement of radio equipment for Metropolitan's Automatic Meter Reading System; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (OPT) **[21-1716](#)**
- Attachments:** [12132022 OPT 7-10 B-L](#)
[12122022 OPT 7-10 presentation](#)
- 7-11** Authorize the General Manager to enter into the First Amendment to the Agreement regarding Annexation of the Murrieta Window Area with Western Municipal Water District and Eastern Municipal Water District to extend the term ten years; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA (RPAM) **[21-1717](#)**
- Attachments:** [12132022 RPAM 7-11 B-L](#)
[12132022 RPAM 7-11 Presentation](#)
- 7-12** Adopt a resolution for the Yerba Valley Annexation to San Diego County Water Authority and Metropolitan; the General Manager has determined that this proposed action is exempt or otherwise not subject to CEQA (RPAM) **[21-1718](#)**
- Attachments:** [12132022 RPAM 7-12 B-L](#)
[12132022 RPAM 7-12 Presentation](#)

- 7-13** Adopt resolution reaffirming the Regional Drought Emergency for all Member Agencies and calling on all Member Agencies to reduce the use of State Water Project and Colorado River Supplies (WPS) [21-1719](#)

Attachments: [12132022 WPS 7-13 B-L](#)
[12132022 WPS 7-13 Presentation](#)

**** END OF CONSENT CALENDAR ITEMS ****

8. OTHER BOARD ITEMS - ACTION

- 8-1** Approve appointment of Board Vice Chairs effective January 1, 2023 (Exec) [21-1766](#)

- 8-2** Approve changes in the Administrative Code modifying the standing committees of the Board, creating certain ad hoc committees, modifying the role of the Board Secretary and providing an additional at-large elected member of the Executive Committee, eliminating gender-specific references to the Board and staff; the General Manager has determined that the proposed action is exempt or otherwise not subject to CEQA. [REVISED LANGUAGE 12/6/22] (Exec) [21-1767](#)

Attachments: [12132022 BOD 8-2 B-L](#)

- 8-3** Approve Chairs, Vice Chairs, and members of Standing Committees, and of the newly approved Ad Hoc Committees of the Board effective January 1, 2023 (Exec) [21-1773](#)

Attachments: [12132022 BOD 8-3 Chair-Elect Memo.pdf](#)

9. BOARD INFORMATION ITEMS

- 9-1** Report on Conservation [21-1720](#)

Attachments: [12132022 BOD 9-1 Report.pdf](#)

10. OTHER MATTERS

- 10-1** General Auditor Interviews and Authority to Hire [21-1721](#)
[Public Employment; General Auditor; to be heard in closed session pursuant to Gov. Code 54957 and Conference with labor negotiator: Agency designated representative: Diane Pitman; Unrepresented employee: General Auditor; to be heard in closed session pursuant to Gov. Code 54957.6]

11. FOLLOW-UP ITEMS

NONE

12. FUTURE AGENDA ITEMS

13. ADJOURNMENT

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**AGENCY
REPRESENTATIVES'
REPORTS**

5D

**CHINO BASIN WATERMASTER
WATERMASTER BOARD MEETING**

11:00 a.m. – November 17, 2022

Mr. Jim Curatalo, Chair

Mr. Jeff Pierson, Vice-Chair

At The Offices Of

Chino Basin Watermaster

9641 San Bernardino Road

Rancho Cucamonga, CA 91730

AGENDA

FLAG SALUTE

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS

This is an opportunity for members of the public to address the Board on any short non-agenda items that are within the subject matter jurisdiction of the Chino Basin Watermaster. No discussion or action can be taken on matters not listed on the agenda, per the Brown Act. Each member of the public who wishes to comment shall be allotted three minutes, and no more than three individuals shall address the same subject.

RECOGNITION OF OUTGOING MEMBERS' SERVICE ON THE WATERMASTER BOARD

AGENDA – ADDITIONS/REORDER

I. CONSENT CALENDAR

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 27, 2022

B. FINANCIAL REPORTS

Receive and file as presented:

1. Cash Disbursements for the month of September 2022
2. Watermaster VISA Check Detail for the month of September 2022
3. Combining Schedule for the Period July 1, 2022 through September 30, 2022
4. Treasurer's Report of Financial Affairs for the Period September 1, 2022 through September 30, 2022
5. Budget vs. Actual Report for the Period July 1, 2022 through September 30, 2022
6. Cash Disbursements for October 2022 (Information Only)

C. ANNUAL FINDING OF SUBSTANTIAL COMPLIANCE WITH THE RECHARGE MASTER PLAN

Adopt the finding that Watermaster is in substantial compliance with the Recharge Master Plan.

D. 2021/22 ANNUAL REPORT OF THE GROUND-LEVEL MONITORING COMMITTEE

Approve the 2021/22 Annual Report of the Ground-Level Monitoring Committee, and direct staff to file a copy with the Court.

E. APPLICATION: RECHARGE – JURUPA COMMUNITY SERVICES DISTRICT

Approve Jurupa Community Services District's Application for Recharge and direct Watermaster staff to account for this recharge.

F. APPLICATION: LOCAL STORAGE AGREEMENTS – APPROPRIATIVE POOL

Approve the Application for Local Storage Agreements as presented.

II. BUSINESS ITEMS

A. FISCAL YEAR 2022/23 BUDGET AMENDMENT (A-22-11-01) PROPOSAL FOR ENGINEERING SERVICES FOR CHINO BASIN WATERMASTER TO DEVELOP A PLAN FOR RECHARGE PROJECTS

Adopt the Budget Amendment (A-22-11-01) as presented.

B. FISCAL YEAR 2022/23 BUDGET AMENDMENT (A-22-11-02) FOR TOM DODSON AND ASSOCIATES SERVICES

Adopt the Budget Amendment (A-22-11-02) as presented.

C. FISCAL YEAR 2022/23 ASSESSMENT PACKAGE

Approve the Fiscal Year 2022/23 Assessment Package as presented.

D. RESOLUTION TO LEVY REPLENISHMENT AND ADMINISTRATIVE ASSESSMENTS FOR FISCAL YEAR 2022/23, BASED ON PRODUCTION YEAR 2021/22

Adopt Resolution 2022-10 as presented.

III. REPORTS/UPDATES

A. WATERMASTER LEGAL COUNSEL

1. November 3, 2022 Hearing
2. November 18, 2022 Hearing
3. December 16, 2022 Hearing
4. Kaiser Permanente Lawsuit
5. Rules and Regulations Update

B. ENGINEER

1. Ground-Level Monitoring Committee
2. Safe Yield Court Order Implementation

C. CHIEF FINANCIAL OFFICER

1. Fiscal Year 2022/23 Assessment Invoicing

D. GENERAL MANAGER

1. Status Report: 2020 OBMP
2. Board Workshop IV: December 5th at 8:30am
3. Watermaster Holiday Charity Event
4. December Meetings
5. 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.

1. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION:

- a) Chino Basin Municipal Water District v. City of Chino et al., San Bernardino County Superior Court Case No: RCVRS51010

VII. FUTURE MEETINGS AT WATERMASTER

11/17/22	Thu	9:00 a.m.	Advisory Committee
11/17/22	Thu	11:00 a.m.	Watermaster Board*
12/05/22	Mon	8:30 a.m.	CBWM Board Workshop IV (Held At The Frontier Project)
12/13/22	Tue	10:00 a.m.	Ground-Level Monitoring Committee (GLMC)
12/14/22	Wed	1:30 p.m.	Safe Yield Court Order – Data Collection and Evaluation Workshop 1
01/12/23	Thu	9:00 a.m.	Appropriative Pool Committee (Annual)
01/12/23	Thu	11:00 a.m.	Non-Agricultural Pool Committee (Annual)
01/12/23	Thu	1:30 p.m.	Agricultural Pool Committee (Annual)
01/19/23	Thu	9:00 a.m.	Advisory Committee
01/26/23	Thu	11:00 a.m.	Watermaster Board

* The Watermaster Board meeting is being advanced by a week due to the Thanksgiving Holiday.

Watermaster will be dark in December and can assist with any special meetings as requested. All regularly scheduled meetings will resume in January 2023.

ADJOURNMENT

**AGENCY
REPRESENTATIVES'
REPORTS**

5E

SPECIAL BOARD MEETING OF THE BOARD OF DIRECTORS CHINO BASIN DESALTER AUTHORITY

December 1, 2022 • 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

Join videoconference: <https://us02web.zoom.us/j/81352059101?pwd=M01uOEVteVBCTnVyZ0tKVUxrb1hHdz09>

Or go to <https://zoom.us/> Zoom Meeting ID: 813 5205 9101 Passcode: 380557

Dial-in #: (669) 900 6833 Zoom Meeting ID: 813 5205 9101 Passcode: 380557

CALL TO ORDER

ROLL CALL

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.

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.

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 3, 2022 SPECIAL BOARD MEETING**
- 2. RESOLUTION 2022-05 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 2022-05, 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 Finance Committee, any member of the audience will have the opportunity to address the CDA Board on any item listed on the agenda, including those on any consent calendar.

3. 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 2023.

4. 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 2023.

5. APPOINTMENT OF ACWA/JPIA BOARD OF DIRECTORS CDA REPRESENTATIVE

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 Board of Directors for the calendar year 2023.

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).

5. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: CONSIDERATION OF INITIATION OF LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(4)

(ONE POTENTIAL CASE)

6. 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.

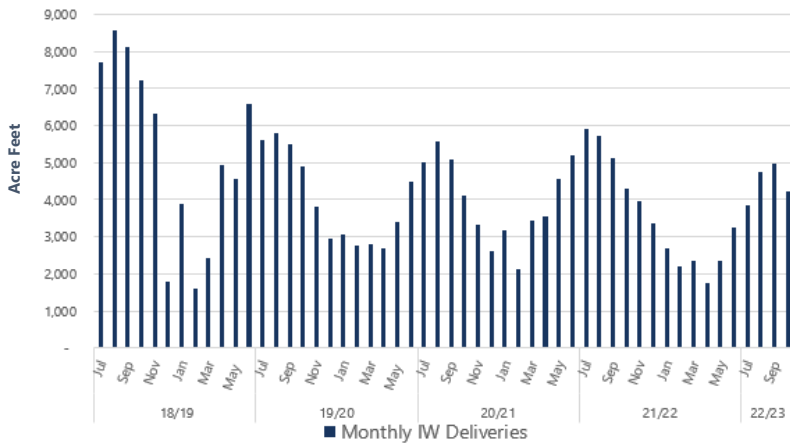
I, Casey Costa, Executive Assistant to the Chino Basin Desalter Authority, hereby certify that a copy of this agenda has been posted by 2:00 p.m. at the Chino Basin Desalter Authority's main office, 3550 Philadelphia Street, Suite 170, Ontario, CA on November 28, 2022.


Casey Costa, Executive Assistant

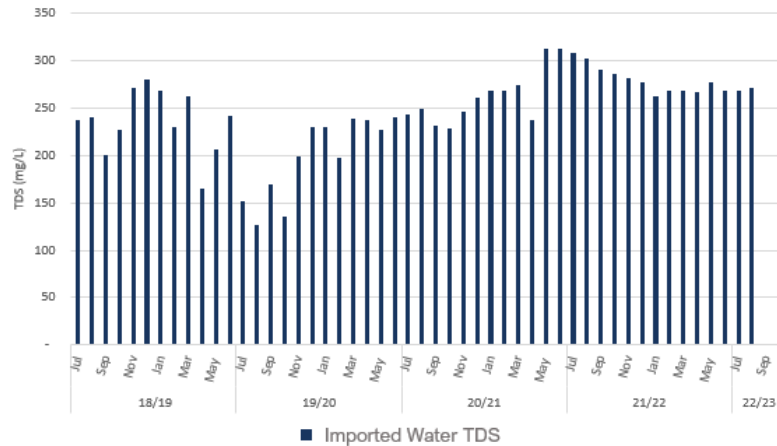
GENERAL MANAGER'S REPORT

Imported Water

Full Service Imported Water Deliveries Summary
(FY 2018/19 to 2022/23)

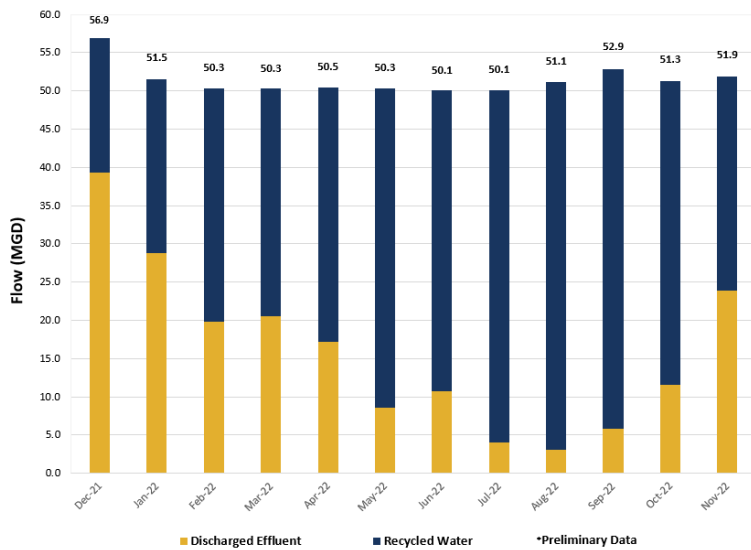


Imported Water TDS Summary
(FY 2018/19 to 2022/23)

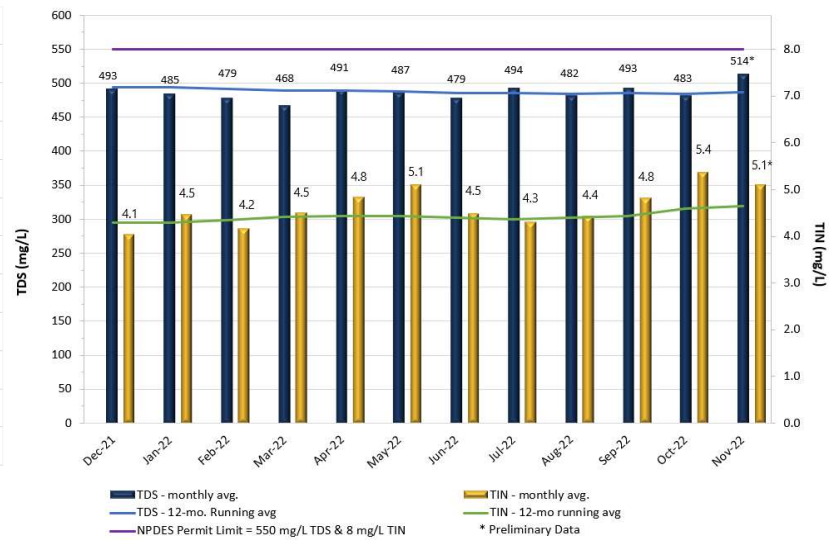


Recycled Water

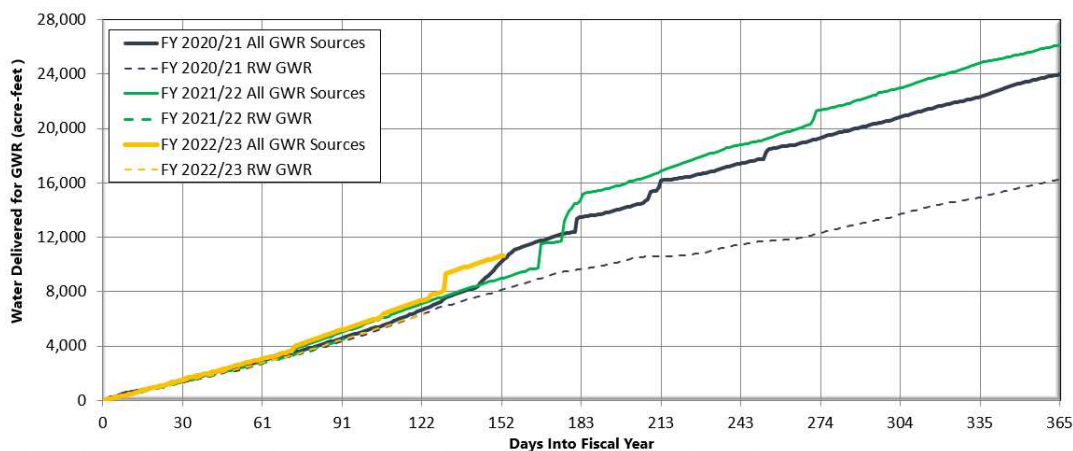
Recycled Water Use



Agency-Wide Effluent TDS & TIN - 12-Month Running Avg



Groundwater Recharge



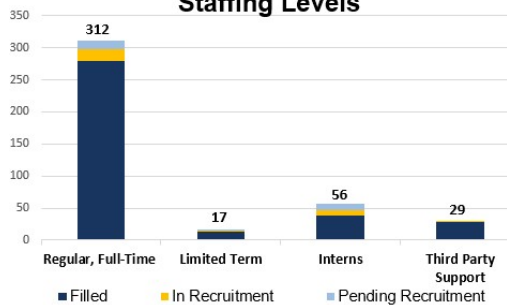
NOVEMBER 2022 NOTES:

- Total stormwater and dry weather flow recharged is preliminarily estimated at 2,028 acre-feet.
- Recycled water delivered for recharge totaled 1,389 acre-feet.
- Imported water recharge did not occur.
- 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 is preliminarily estimated at acre-feet.

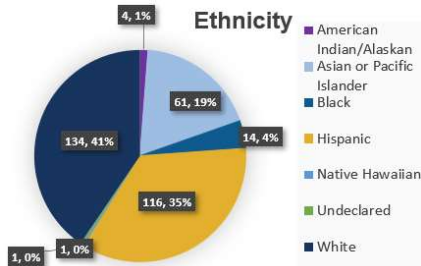
Human Resources

Pulse of the Organization

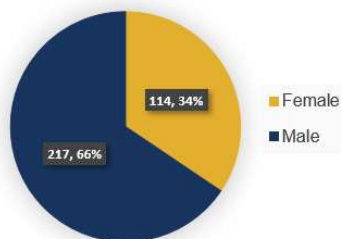
Staffing Levels



Ethnicity



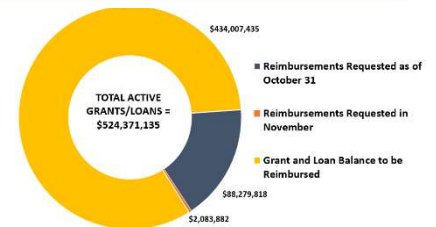
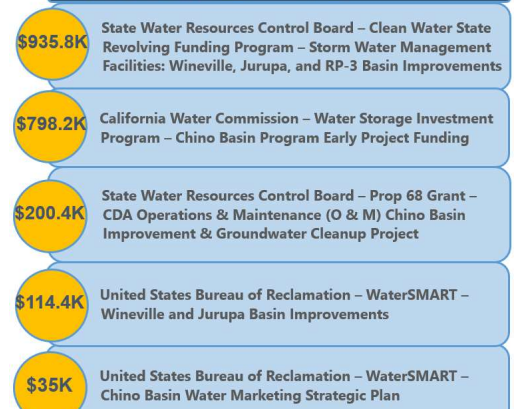
Gender



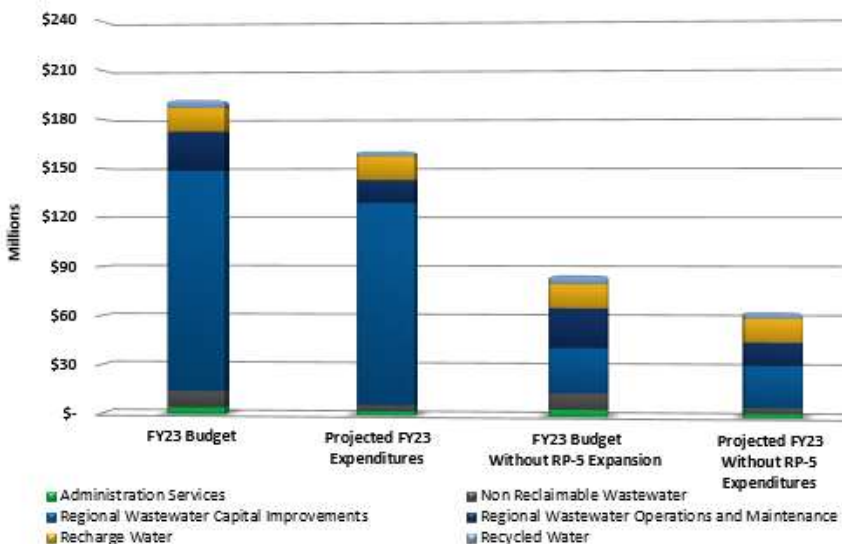
Grants

Grant Agreements and Applications

FUNDING INVOICES SUBMITTED



Engineering & Construction Management FY 22/23 Budget Status Update



COVID-19 Response:

Management team and key staff members continue to meet when necessary to discuss Agency impacts from COVID-19.



Bid & Award Look Ahead Schedule

Active Capital Improvement Project Status

Emergency Projects

Agency Highlights

* IEUA's Board of Directors invites you to attend an Employee Appreciation End of the Year Celebration! Join us on Wednesday, December 21, from 11 AM to 3 PM at the Los Serranos Country Club!

* On November 8, the Pretreatment and Source Control group held a workshop at HQA for the Domestic Waste Haulers to discuss the rules and regulations of the program.

* The RP-4 Process Improvement Project was selected as the Water/Wastewater Treatment Project of the Year for the Inland Empire Branch of the American Society of Civil Engineers (ASCE).

* On November 9, Agency staff attended the WaterWisePro Training LLC 2nd Annual Maintenance & Construction Exposition. The exposition connected over 1000+ professionals and experts from every major water, maintenance, and construction sector of the water industry to network, learn, discover new technologies, and build relationships.

* On November 10, Board President Steve Elie, General Manager Shivaji Deshmukh and Chino Basin Program Manager Liz Hurst, had the opportunity to meet with State administrators and legislative staff to share the status of the Chino Basin Program, a water storage banking program designed to enhance local water supply reliability for the Chino Basin region.

* On November 30, IEUA's Human Resources Department attended the Chino Valley Chamber of Commerce State of Workforce Summit. At the Summit, Chairman of the California Workforce Development Board Dr. Farooq highlighted the efforts that the California Workforce Development Boards have made to help businesses and employers in IEUA's region utilize these services.

Biosolids/Compost

IERCF Inbound & Outbound



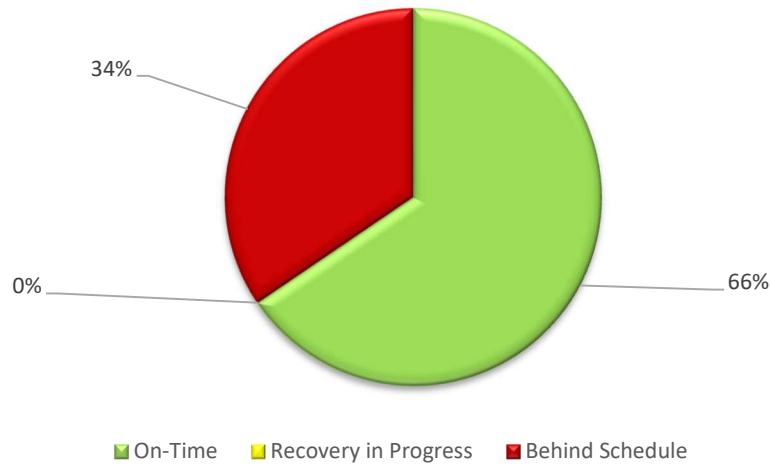
Bid and Award Look Ahead Schedule

Bid and Award Look Ahead Schedule			
	Project Name	Projected Bid Opening Date	Projected Bid Award Date
	Jan-23		
1	EN20064.00 NSNT Sewer Siphon Replacement	12/1/2022	1/18/2023
2	EN23014.00 NRWS Manhole Upgrades FY 22/23	12/1/2022	1/18/2023
3	EN23015.00 Collection System Upgrades FY 22/23	12/7/2022	1/18/2023
	Feb-23		
4	EN0000000066 Preserve Lift Station Improvements	11/17/2022	2/15/2023
5	EN17006.00 CCWRF Asset Management and Improvements	1/4/2023	2/15/2023
6	EN23111.00 RP-1 Headworks Bar Screens Improvements	12/20/2022	2/15/2023
	Mar-23		
7	RW15003.03 Montclair Basin Improvements (RMPU PID 2)	2/1/2023	3/15/2023
8	EN13016.05 SCADA Enterprise System - (Regional Water Recycling Plant No. 1)	1/2/2023	3/15/2023
9	EN17042.00 Digester 6 and 7 Roof Repairs	2/1/2023	3/15/2023
10	EN23124.00 1630 East Pump Station VFD Installation	1/26/2023	3/15/2023
	Apr-23		
11	AM23001.00 Old VFD Replacement (Wastewater)	2/13/2023	4/19/2023
12	AM23002.00 Old VFD Replacement (Recycled Water)	2/13/2023	4/19/2023
	Jun-23		
13	EN23121.00 1299 Reservoir Paint/Coating Repairs and Upgrades	4/19/2023	6/21/2023
14	EN21053.00 RP-1 Old Effluent Structure Rehabilitation	4/5/2023	6/21/2023
	Jul-23		
15	EN23123.00 RP-4 Outfall Valve Replacement and Blow off Upgrades	5/24/2023	7/19/2023
	Sep-23		
16	EN15002.00 1158 Reservoir Site Cleanup	7/20/2023	9/20/2023
17	EN23024.00 RP-1 TP-1 Stormwater Drainage Upgrades	7/30/2023	9/20/2023
18	EN23113.00 RW/GRW Safety Work Improvements for Basin Gate Actuator Access	8/6/2023	9/20/2023
	Oct-23		
19	EN21041.00 RP-4 Chlorine Contact Basin Cover Repair & RW Wet Well Passive Overflow Line	8/15/2023	10/18/2023
20	EN23088.02 RP-1 Primary Clarifier #1 and #10 Assessment	8/18/2023	10/18/2023
21	EN24020.00 RP-1 Dewatering Centrate Pumps	9/3/2023	10/18/2023

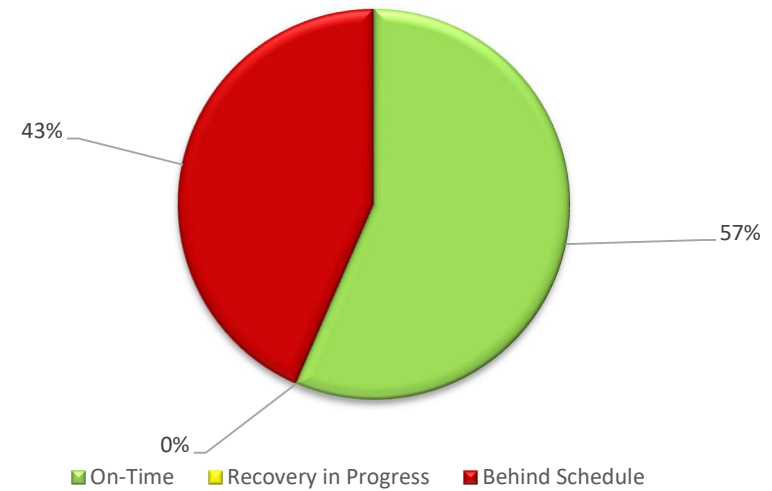
22	PA22003.01 Agency Wide Paving at RP-1 Dump Station	7/30/2023	10/18/2023
23	EN23038.00 CWRF HVAC System Upgrade	8/22/2023	10/18/2023
24	EN23004.00 CCWRF Aeration Basins 1-6 Drain Valve Replacements	8/29/2023	10/18/2023
	Nov-23		
25	EN23035.00 CCWRF RAS Header Replacement	9/11/2023	11/15/2023
26	EN23074.00 CCWRF Influent Box Rehab at the Primary Clarifiers	9/11/2023	11/15/2023
27	EN22044.00 RP-1 Thickening Building & Acid Phase Digester	10/2/2023	11/15/2023
28	EN23000.00 RP-1 DeviceNet Replacement	9/17/2023	11/15/2023

Active Capital Improvement Project Status

Design Schedule Performance (58)



Construction Schedule Performance (23)



Agency-Wide

No.	Project ID	Project Title	Total Expenditures thru 11/28 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
1	AM23001.00	Old VFD Replacement (Wastewater)	2,700	1,350,000	On-Time	Project Evaluation	
2	AM23002.00	Old VFD Replacement (Recycled Water)	3,189	1,350,000	On-Time	Project Evaluation	
3	EN21020.00	Oracle P6 Migration and Web Hosting Services	121	325,000	Behind Schedule	Project Evaluation	The Request for Proposal has been drafted and is awaiting approval of the PMO for a December 5th release date. The project will be rebaselined once the consultant contract is awarded.
4	EN20034.03	RP5 Solids Handling Future Uses Evaluation	367,851	550,000	On-Time	Consultant Contract Award	
5	EN23043.00	HQ/Lab New Potable Water Connection	-	30,000	Behind Schedule	Pre-Design	Potholing contractor (Westland, Master Service Contract) was not able to accommodate the potholing work in their schedule until 12/8/22 thus delaying the pre-design phase. Once potholing is done to locate the Potable/RW lines, a quote from the plumbing contractor will be finalized. Work is expected to be completed in January 2023.
6	EN19024.00	Regional System Asset Management (Assessment Only)	3,390,532	3,919,419	On-Time	Pre-Design	
7	EN19051.00	RW Hydraulic Modeling	122,005	617,534	On-Time	Pre-Design	
8	EN20038.00	Agency Wide Pavement Management Study	205,900	340,000	On-Time	Design	
9	PA22003.01	Agency Wide Paving at RP-1 Dump Station	2,297	260,000	On-Time	Design	
10	FM21005.01	Structural Agency Wide Roofing Phase III	575,866	1,942,000	On-Time	Construction	
11	EN19030.00	WC Asset Management	88,901	1,087,510	On-Time	Construction	
12	EN22040.00	NFPA 70E Arc Flash Labels	139,123	210,000	On-Time	Construction	
13	FM22005.00	Agency Wide HVAC Replacement	90,833	877,306	On-Time	Project Acceptance	

Agency-Wide (Cont.)

No.	Project ID	Project Title	Total Expenditures thru 11/28 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
14	EN22024.00	AM Cleaning Services	7,429	15,000,000	N/A	N/A	
15	EN19023.00	Asset Management Planning Document	870,436	946,146	N/A	N/A	
16	EN19023.01	RO Assessment Project	80,639	250,000	N/A	N/A	
17	EN22005.00	RO Asset Management	50,269	6,450,000	N/A	N/A	
18	EN23077.00	NRW Assessment Projects	-	50,000	N/A	N/A	
19	EN23078.00	GWR Assessment Projects	-	50,000	N/A	N/A	
20	EN23079.00	GG Assessment Projects	-	50,000	N/A	N/A	
21	EN22006.00	RC Asset Management	-	51,150,000	N/A	N/A	
22	EN22009.00	WC Asset Management Project	-	54,100,000	N/A	N/A	
23	EN22010.00	GG Asset Management Project	-	6,400,000	N/A	N/A	
24	EN22008.00	GWR Asset Management Project	18,896	4,500,000	N/A	N/A	
25	EN23025.00	Agency Power Monitoring	-	530,000	N/A	Not Started	
26	EN23099.00	CIP0 Enhancements	-	150,000	N/A	Not Started	
27	EN22045.00	New Regional Project PDR's	-	2,500,000	N/A	Not Started	
28	EN23021.00	Agency Wide Infiltration and Inflow Study	-	600,000	N/A	Not Started	
29	EN23034.00	Agency Wide EV Charging Stations	609	1,100,000	N/A	Not Started	
30	EN23085.00	New Regional Project PDR's FY22/23	-	4,955,000	N/A	Not Started	
31	EN23087.00	New Recycled Water Project PDR's FY 22/23	-	955,000	N/A	Not Started	
32	EN23088.00	RO On-Call/Small Projects FY 22/23	8,979	170,000	N/A	Not Started	
33	EN23089.00	RO Safety On-Call/Small Projects FY 22/23	-	475,000	N/A	Not Started	
34	EN23090.00	WC On-Call/Small Projects FY 22/23	3,390	(38,000)	N/A	Not Started	
		<i>Sub Total</i>	<i>6,029,964</i>	<i>163,201,915</i>			

Carbon Canyon

No.	Project ID	Project Title	Total Expenditures thru 11/28 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
35	EN23004.00	CCWRF Aeration Basins 1-6 Drain Valve Replacements	13,025	1,500,000	On-Time	Project Evaluation	
36	EN23005.00	CCWRF Filter Effluent Sodium Hypochlorite Modification	10,766	105,000	Behind Schedule	Project Evaluation	To determine the feed line location to the tertiary filters, additional coordination time with Operations was required. This caused a delay in the schedule. The time can be recovered during the construction phase, at which time the schedule will be rebaselined. The overall project delivery will remain on schedule.
37	EN23035.00	CCWRF RAS Header Replacement	11,298	285,000	On-Time	Project Evaluation	
38	EN23038.00	CWRF HVAC System Upgrade	11,357	50,000	On-Time	Project Evaluation	
39	EN23074.00	CCWRF Influent Box Rehab at the Primary Clarifiers	11,812	600,000	On-Time	Project Evaluation	
40	EN17006.00	CCWRF Asset Management and Improvements	4,381,109	28,550,436	Behind Schedule	Bid & Award	The project's bid/award phase is delayed due to the pending approval of funding from SRF and the issuance of the AQMD Permits. The project will be rebaselined at the start of construction.
41	EN17006.01	CCWRF 12kV Backup Generator Control Circuit Improvements	49,361	1,456,614	Behind Schedule	Construction	Due to supply and demand issues, new electrical and instrumentation components for the project have extended lead time than initially planned. IEUA staff is working with Contractor to mitigate extended delays, but the project completion is pushed to June 2023.
		<i>Sub Total</i>	<i>4,488,728</i>	<i>32,547,050</i>			

Chino Desalter Authority (CDA)

No.	Project ID	Project Title	Total Expenditures thru 11/28 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
42		None to report at this time.	0	0			
		<i>Sub Total</i>	-	-			

Collections/NRWS

No.	Project ID	Project Title	Total Expenditures thru 11/28 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
43	EN21058.00	Regional Sewer-Hydraulic Modeling	92,428	100,000	On-Time	Pre-Design	
44	EN23015.00	Collection System Upgrades FY 22/23	13,660	500,000	On-Time	Design	
45	EN23014.00	NRWS Manhole Upgrades FY 22/23	9,762	200,000	On-Time	Bid & Award	
46	EN20064.00	NSNT Sewer Siphon Replacement	933,519	3,112,147	Behind Schedule	Bid & Award	Due to the current market, the engineer's estimate is now over \$2M. A Request for Qualifications was sent out to pre-qualify contractors and four contractors have been prequalified. The project is currently being advertised and will be awarded in December. The project will be re-baselined at construction contract award.
47	EN19025.00	Regional Force Main Improvements	1,755,514	4,800,000	Behind Schedule	Construction	To avoid bypassing the San Bernardino Lift station during the rainy season, construction was scheduled to resume in May 2022. Construction has been further delayed because the County has not approved the traffic control plans. Construction is estimated to resume in December. The project will be re-baselined once traffic control is approved, and the contractor can mobilize
48	EN19028.00	NRW Manhole and Pipeline Condition Assessment	808,982	1,256,000	On-Time	Construction	
49	EN22059.00	Prado Basin Assets Retrofit-NRWS	18,450	150,000	On-Time	Project Acceptance	
50	EN23075.00	NRWS On Call O&M Projects FY22/23	-	100,000	N/A	Not Started	
51	EN23086.00	New NRW Projects PDR's FY 22/23	-	1,000,000	N/A	Not Started	
		<i>Sub Total</i>	3,632,315	11,218,147			

Groundwater Recharge

No.	Project ID	Project Title	Total Expenditures thru 11/28 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
52	EN23113.00	RW/GRW Safety Work Improvements for Basin Gate Actuator Access	12,184	1,020,000	On-Time	Consultant Contract Award	
53	EN23040.00	Turner Basin 1 Turnout Fencing	-	15,000	N/A	Design	
54	EN23090.01	Turner Basin 1 Turnout Modifications	1,270	38,000	On-Time	Design	
55	EN21051.00	Ely Monitoring Well	195,368	284,999	On-Time	Construction	
56	RW15003.03	Montclair Basin Improvements (RMPU PID 2)	377,162	1,788,100	Behind Schedule	Construction	The project's bid/award phase is delayed due to the pending permit document from California Department of Fish and Wildlife. The project will be rebaselined at the start of construction.
57	RW15003.05	RP-3 Basin Improvements (RMPU PID 21)	2,079,917	1,819,300	Behind Schedule	Construction	Due to added scope to address multiple unforeseen field conditions, the project completion is planned for Dec. 31, 2022.
58	RW15003.06	Wineville/Jurupa/Force Main Improvements (RMPU PID 23a)	12,451,759	23,477,040	Behind Schedule	Construction	Due to unforeseen field conditions, additional work with the contractor is extending the project completion to the end August 2023.
59	EN21057.00	Recharge Basin Clean-up of Illegally Dumped Materials	55,569	247,919	Behind Schedule	Construction	The project schedule will be re-baselined when all project components are in construction. Currently, the project is addressing two pending permits before construction. The goal is finishing the entire project before the grant end date of 6/30/2023.
60	EN23041.00	Ely Monitoring Well Capital Project	-	600,000	N/A	Not Started	
61	EN23067.00	Hickory Basin Replacement Monitoring Well	-	-	N/A	Not Started	
62	EN22049.00	GWR-RW OIT Upgrades	-	56,100	N/A	Not Started	
63	EN22050.00	GWR Basin PLC Upgrades	-	900,000	N/A	Not Started	
64	EN22051.00	Jurupa Basin VFD Upgrades	117	300,000	N/A	Not Started	
		<i>Sub Total</i>	15,173,347	30,546,458			

Headquarters							
No.	Project ID	Project Title	Total Expenditures thru 11/28 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
65	EN23003.00	Central Plant Cooling Tower Replacement	10,185	2,400,000	On-Time	Project Evaluation	
66	EN23039.00	Lab Rooms Temperature Variation	362	240,000	N/A	Project Evaluation	
67	FM20001.00	HQ Interior Replacements	116,456	320,000	N/A	Project Evaluation	
		<i>Sub Total</i>	127,003	2,960,000			
Lift Stations							
No.	Project ID	Project Title	Total Expenditures thru 11/28 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
68	EN23036.00	San Bernardino Ave Lift Station Reliability Improvements	13,183	2,000,000	On-Time	Project Evaluation	
69	EN22054.03	Montclair Lift Station Gate	7,700	150,000	Behind Schedule	Consultant Contract Award	This is a minor construction project to support maintenance. Due to its relatively minimal scope of services, a formal project schedule was not developed. The project will be re-baselined after a contract is awarded for construction. Upon award, the project is expected to be completed within 1-2 weeks. No Consultant is required for this project.
70	EN22037.00	Prado De-Chlorination Station Inundation Protection	184,270	380,000	Behind Schedule	Pre-Design	The Standard Operating Procedure (SOP) is complete. The memo had one extra set of review and comments. The memo will be complete by the end of November 2022.
71	EN22020.00	Philadelphia Lift Station Pump Upgrades	196,130	2,500,000	On-Time	Pre-Design	
72	EN23002.00	Philadelphia Lift Station Force Main Improvements	1,524,138	20,977,940	Behind Schedule	Design	The delays to the schedule are attributed to addressing the City of Ontario's future utilities requirements. The project will be rebaselined at construction contract award.
73	FM21005.02	Prado Dechlor Roofing Assessment	32,949	150,000	Behind Schedule	Bid & Award	The project is delayed by the Pre-qualification of roofing contractors by Facilities Management coupled with the postponement of the bid until Spring to avoid rainfall. No recovery is planned since schedule has been modified to facilitate Stakeholder's direction.
74	EN0000000066	Preserve Lift Station Improvements	214,164	-	Behind Schedule	Bid & Award	Bids have been opened and the project will be awarded for construction once approval is received from the City of Chino. Schedule recovery is not possible; the project will be rebaselined upon construction contract award.
75	EN22048.00	PLS Generator Control Panel Retrofit/Modernization	18,364	110,000	On-Time	Project Acceptance	
76	EN22057.00	Prado Basin Assets Retrofit-SEWER	9,951	50,000	On-Time	Project Acceptance	
77	EN23066.00	Preserve Lift Station Improvements	-	455,000	N/A	Not Started	
		<i>Sub Total</i>	2,200,850	26,772,940			
Regional Water Recycling Plant No. 1 (RP-1)							
No.	Project ID	Project Title	Total Expenditures thru 11/28 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
78	EN23000.00	RP-1 Device Net Replacement	7,424	4,100,000	On-Time	Project Evaluation	
79	EN23114.00	RP-1 Instrumentation and Control Enhancement	6,799	100,000	Behind Schedule	Project Evaluation	The Request for Proposal for this project is being finalized and will be advertised first week of December. The schedule recovery will not be possible. Project will be re-baselined after the pre-design report is completed.
80	EN23024.00	RP-1 TP-1 Stormwater Drainage Upgrades	4,089	1,300,000	On-Time	Consultant Contract Award	
81	EN24020.00	RP-1 Dewatering Centrate Pumps	59,855	820,000	On-Time	Consultant Contract Award	
82	EN22022.00	RP-1 Air Compressor Upgrades	87,208	4,126,316	Behind Schedule	Pre-Design	The consultant is currently addressing IEUA Stakeholder comments for the Preliminary Design Report (PDR). Additionally, the consultant submitted an amendment that is currently being reviewed. The project will be rebaselined after the PDR is finalized and approved and a project charter will be added to the timeline. The schedule recovery will not be possible.

Regional Water Recycling Plant No. 1 (RP-1) (Cont.)

No.	Project ID	Project Title	Total Expenditures thru 11/28 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
83	EN22031.00	RP-1 Intermediate Pump Station Electrical improvements	312,206	9,237,147	Behind Schedule	Pre-Design	Project Charter should be finalized January 2023, project scope was being evaluated and adjusted to better align with budget and other planned future projects.
84	EN22027.00	RP-1 Repurpose Lab	125,007	1,847,400	On-Time	Design	
85	EN23102.00	RP-1 New Parking Lot	1,104	1,200,000	On-Time	Design	
86	EN20051.00	RP-1 MCB and Old Lab Building Rehab	208,523	2,546,161	On-Time	Design	
87	EN21053.00	RP-1 Filter Effluent Structure #2	168,729	2,450,050	On-Time	Design	
88	EN21056.00	RP-1 Evaporative Cooling for Aeration Blower Building	135,373	1,085,840	Behind Schedule	Design	Project was delayed during the preliminary design phase to incorporate a life cycle cost analysis for cooling system alternatives for a decision based on design. After IEUA approved the PDR and 60% design, the Project was delayed again during the 60% design phase to evaluate alternative locations for the placement of the cooling units to mitigate space constraints and optimize accessibility. Currently working with Design Consultant to revise the 60% Design. Schedule recovery will not be possible.
89	EN22044.00	RP-1 Thickening Building & Acid Phase Digester	3,113,412	123,324,034	On-Time	Design	
90	EN13016.05	SCADA Enterprise System - (Regional Water Recycling Plant No. 1)	4,210,721	16,200,000	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. Project will be re-baselined at the construction contract award.
91	EN22041.00	RP-1 Aeration Basins Utility Water System Improvement	146,791	2,090,941	Behind Schedule	Bid & Award	The schedule is delayed due to a missed deliverable date by the consultant which pushed the construction board award date back one month. Recovery is not possible. Project will be re-baselined at the construction contract award.
92	EN22021.00	RP-1 Digester Area Utility Water (UW) Line Replacement	7,794	100,000	Behind Schedule	Bid & Award	The scope of work understanding with Operations was delayed due to staff availability. The scope of work is expected to be finalized soon, with the project going out to bid this calendar year. The project will be rebaselined upon construction contract award.
93	EN13016.06	RP-1 TP Building Water Piping Upgrades	80	100,000	On-Time	Bid & Award	
94	EN23111.00	RP-1 Headworks Bar Screens Improvements	47,578	3,900,000	On-Time	Bid & Award	
95	EN11039.00	RP-1 Disinfection Pump Improvements	2,499,752	12,997,043	On-Time	Construction	
96	EN17042.00	Digester 6 and 7 Roof Repairs	5,715,655	9,052,843	Behind Schedule	Construction	Digester 7's 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's final design is currently in progress including added scope for sludge circulation pump installation and Digester 6 roof coating improvement. Schedule recovery is not possible. The project will rebaselined after construction contract award.
97	EN18006.00	RP-1 Flare Improvements	7,735,694	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. Also flare control panels and PLC upgrades were initiated by IEUA. Redesign of multiple systems resulted in schedule delays, change orders and overhead cost claimed by the contractor. The project completion is now anticipated in May 2023. The project extension has been prepared. Schedule recovery is not possible.
98	EN21042.00	RP-1 East Influent Gate Replacement	168,883	666,117	On-Time	Construction	
99	EN22034.00	RP1/RP4 Generator Control Panel Retrofit/Modernization	26,142	240,000	Behind Schedule	Construction	After extending out the bid phase to onboard a contractor and equipment lead times, the construction is now expected to be from September 2022 to January 2023.
100	EN17082.01	RP-1 Clarifier Level Sensor Signal Cable	1,613	45,800	Behind Schedule	Construction	This project was developed during the close-out phase of the parent project RP-1 Mechanical Restorations and Secondary Improvement. A minor construction project is advertised to close-out items related to the project that the original contractor could not perform. Schedule recovery will not be possible.
101	EN23022.00	RP-1 Solids Sludge Recirc Pump Upgrades	-	185,000	N/A	Not Started	
102	EN22030.00	Replace Anoxic Mixers with More Energy Efficient System	-	840,000	N/A	Not Started	
103	EN23020.00	RP-1 Solids Heat Exchanger Replacements & Upgrades	-	1,500,000	N/A	Not Started	
104	EN23076.00	RP-1 Centrate Line Improvements	-	-	N/A	Not Started	
105	EN19009.00	RP-1 Energy Recovery	408	4,325,000	N/A	Not Started	
106	EN23116.00	RP-1 Solids Electrical Panel Upgrades	-	1,875,000	N/A	Not Started	
107	EN23117.00	RP-1 Motor Control Center 9M Upgrades	-	1,050,000	N/A	Not Started	
Sub Total			24,790,838	216,504,692			

Regional Water Recycling Plant No. 4 (RP-4)							
No.	Project ID	Project Title	Total Expenditures thru 11/28 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
108	EN20057.00	RP-4 Process Improvements Phase II	39,983	8,300,000	On-Time	Consultant Contract Award	
109	EN23123.00	RP-4 Outfall Valve Replacement and Blow off Upgrades	21,508	1,700,000	On-Time	Design	
110	EN21041.00	RP-4 Chlorine Contact Basin Cover Repair & RW Wet Well Passive Overflow Line	272,026	4,844,690	On-Time	Design	
111	EN23115.00	RP-4 Headworks Utility Water Addition	4,191	175,000	On-Time	Design	
112	EN23090.02	RW Improvements (Valves, Blow Offs)	-	150,000	On-Time	Bid & Award	
113	EN22039.00	RP-4 SCADA Performance Improvement	2,681	1,012,000	N/A	Not Started	
		<i>Sub Total</i>	<i>340,389</i>	<i>16,181,690</i>			
Regional Water Recycling Plant No. 5 (RP-5)							
No.	Project ID	Project Title	Total Expenditures thru 11/28 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
114	EN19001.00	RP-5 Expansion to 30 mgd	106,226,204	245,000,000	On-Time	Construction	
115	EN19006.00	RP-5 Biosolids Facility	120,756,192	205,000,000	On-Time	Construction	
		<i>Sub Total</i>	<i>226,982,396</i>	<i>450,000,000</i>			
Recycled Water							
No.	Project ID	Project Title	Total Expenditures thru 11/28 (\$)	Total Project Budget (\$)	Project Schedule Performance	Status	Schedule Recovery Plan
116	EN23119.00	RW SCADA Migration	7,696	4,630,000	On-Time	Project Evaluation	
117	EN15002.00	1158 Reservoir Site Cleanup	336,371	1,215,000	Behind Schedule	Project Evaluation	The consultant completed the work related to decontamination of the soil in one small spot near the east recycled water reservoir. The consultant also received the Department of Toxic Substance Control's approval for sampling and analyzing the soil around the abandoned oil tanks, which would be the location for the potential installation of two new recycled water tanks if AREG's (developer) proposal is accepted by IEUA. Recovery is not possible.
118	EN23037.00	Etiwanda Interceptor Grade-Break RW Relocation	-	4,300,000	Behind Schedule	Consultant Contract Award	Staff is waiting for The City of Rancho Cucamonga to get the reimbursement contract back to IEUA. Work is commencing on other aspects of the project and IEUA plans to meet schedule.
119	EN23121.00	1299 Reservoir Paint/Coating Repairs and Upgrades	3,103	2,000,000	On-Time	Design	
120	EN23124.00	1630 East Pump Station VFD Installation	48,854	750,000	Behind Schedule	Design	The design efforts were shifted to pre-purchasing due to extended equipment lead times which delayed the design submittal. IEUA also added scope for the design of the controls system to the consultant's scope, after there was some confusion on what was included in their original scope. No recovery possible.
121	EN21045.00	Montclair Force Main Improvements	332,421	8,714,434	On-Time	Design	
122	EN22058.00	Prado Basin Assets Retrofit-RW	13,164	140,000	On-Time	Project Acceptance	
		<i>Sub Total</i>	<i>741,610</i>	<i>21,749,434</i>			
		<i>Overall Totals</i>	<i>284,507,439</i>	<i>971,682,326</i>			

Emergency Projects

FY22/23 Emergency Projects									
	Project ID	Contractor	Task Order Description	Location	TO #	Original Not-to-Exceed /Estimate	Actual Cost thru 11/28	Date of Award	Status
Agency Wide									
1	EN23019.02	Norstar Plumbing and Engineering, Inc.	El Prado Road 8-inch Ductile Iron Primary Sludge Leak	El Prado Road	TO-007	200,000	172,407	7/19/2022	Completed
2	EN23017.01	W.A. Rasic	42-inch RW Leak South of I-10 fwy	Ontario	TO-032	98,615	0	11/19/2022	Active
Sub Totals						298,615	172,407		
CCWRF									
3	EN23019.04	Norstar Plumbing and Engineering, Inc.	CCWRF 12-inch Backwash Water Pipeline Leak	CCWRF	TO-009	50,000	128	11/14/2022	Active
Sub Totals						50,000	128		
RP-1									
4	EN23019.01	Norstar Plumbing and Engineering, Inc.	West RP-1 Main Potable Water Line Leak	RP-1	TO-006	25,000	24,266	7/7/2022	Completed
5	EN23019.03	Norstar Plumbing and Engineering, Inc.	13553 San Bernardino Ave., Fontana Force Main Strike	RP-1	TO-008	50,000	14,171	8/22/2022	Completed
Sub Totals						75,000	38,437		
Grand Total						423,615	210,972		

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
Norstar Plumbing and Engineering, Inc.	CCWRF 12-inch Backwash Water Pipeline Leak	A break in the common discharge line for the Filter Backwash Return pumps occurred at CCWRF. The 12-inch line was temporarily isolated by Operations to stop high flow of backwash water into the surrounding area. Emergency repair of 12-inch line was needed to return to normal operating posture.	Contractor located and exposed 12-inch pipeline to locate the break. The pipeline had a 4-inch by 7-inch break on the bottom side. Pipe was surrounded by concrete which had to be removed to locate and repair the break. Contractor removed a 3-foot section of the pipe and replaced with 3-foot section of C900 PVC and mega-lug couplings. Line was re-energized; backfill and site clean-up was completed	CCWRF	11/14/2022	50,000
W.A. Rasic	42-inch RW Leak South of I-10 fwy	There was a rapid leak found south of the 10 FWY located just east of Day Creek. Investigation found that there was a leak in the 42" RW pipeline. Exact cause of emergency unsure.	Weld a band around the diameter of the pipe with the length covering damaged portion of the 42" RW line.	Agencywide	11/19/2022	98,615