

CHINO BASIN WATERMASTER



NOTICE OF MEETING

Thursday, February 27, 2025

11:00 a.m. – Watermaster Board Meeting

**CHINO BASIN WATERMASTER
WATERMASTER BOARD MEETING**

11:00 a.m. – February 27, 2025

Mr. Jim Curatalo, Chair

Mr. Jeff Pierson, Vice-Chair

Mr. Bob Bowcock, Secretary/Treasurer

At The Offices Of

Chino Basin Watermaster

9641 San Bernardino Road

Rancho Cucamonga, CA 91730

AGENDA

CALL TO ORDER

FLAG SALUTE

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.

AGENDA – ADDITIONS/REORDER

SAFETY MINUTE

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:

Minutes of the Watermaster Board Meeting held January 23, 2025 (*Page 1*)

B. FINANCIAL REPORTS

Receive and file as presented:

Monthly Financial Report for the Reporting Period Ended December 31, 2024 (*Page 8*)

C. PROCLAMATION IN RECOGNITION OF CUCAMONGA VALLEY WATER DISTRICT'S 70TH ANNIVERSARY (*Page 23*)

Adopt the Proclamation in recognition of the history and contributions of the Cucamonga Valley Water District over the past 70 years.

II. BUSINESS ITEMS

A. CALCULATION OF EXCESS CASH RESERVES BASED ON OPERATING CASH RESERVE POLICY

4.17 (Page 24)

Approve deferring the refund of excess cash reserves in accordance with Watermaster Policy 4.17 until the FY 25-26 budget process is completed.

III. REPORTS/UPDATES

A. LEGAL COUNSEL

1. April 4, 2025, Court Hearing (Appropriative Pool Motion for Costs and Fees; Watermaster Motion for Receipt and Filing of the 47th Annual Report; IEUA Motion for Costs and Fees)
2. Court of Appeal Consolidated Cases No. E080457 and E082127 (City of Ontario appeal re: Fiscal Year 2021-22 and 2022-23 Assessment Packages)

B. ENGINEER

1. 2025/26 GLMC Recommended Scope and Budget
2. 2025 Safe Yield Reevaluation

C. GENERAL MANAGER

1. Discussion RE Recharge on San Bernardino County Flood Control Properties
2. Audit Firm Engagement
3. New Payroll Vendor
4. National Groundwater Awareness Week March 9-15, 2025
5. New Employee Introduction
6. Other

IV. INFORMATION

A. RECHARGE INVESTIGATION AND PROJECTS COMMITTEE (PROJECT 23a STATUS) (Page 38)

V. BOARD MEMBER COMMENTS

VI. OTHER BUSINESS

VII. 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.

VIII. FUTURE MEETINGS AT WATERMASTER

02/25/25	Tue	8:00 a.m.	Groundwater Recharge Coordinating Committee (GRCC)
02/27/25	Thu	11:00 a.m.	Watermaster Board
03/06/25	Thu	10:00 a.m.	Ground-Level Monitoring Committee (GLMC)
03/11/25	Tue	8:30 a.m.	Safe Yield Reevaluation – Preliminary Results
03/13/25	Thu	9:00 a.m.	Appropriative Pool Committee
03/13/25	Thu	11:00 a.m.	Non-Agricultural Pool Committee
03/13/25	Thu	1:30 p.m.	Agricultural Pool Committee
03/19/25	Wed	10:00 a.m.	Prado Basin Habitat Sustainability Committee
03/20/25	Thu	9:00 a.m.	Advisory Committee
03/25/25	Tue	10:00 a.m.	Fiscal Year 2025/26 Budget Release
03/27/25	Thu	9:30 a.m.	Watermaster Orientation*
03/27/25	Thu	11:00 a.m.	Watermaster Board

* The Watermaster Orientation series are held in person only with no remote access.

ADJOURNMENT

DRAFT MINUTES
CHINO BASIN WATERMASTER
WATERMASTER BOARD MEETING

January 23, 2025

The Watermaster Board meeting was held at the offices of the Chino Basin Watermaster located at 9641 San Bernardino Road, Rancho Cucamonga, CA, and via Zoom (conference call and web meeting) on January 23, 2025.

WATERMASTER BOARD MEMBERS PRESENT AT WATERMASTER

James Curatalo, Chair	Cucamonga Valley Water District
Jeff Pierson, Vice-Chair	Agricultural Pool – Crops
Bob Bowcock, Secretary/Treasurer	Non-Agricultural Pool – CalMat Co.
Steve Elie	Inland Empire Utilities Agency
Mike Gardner	Western Municipal Water District
Bob Kuhn	Three Valleys Municipal Water District
Jimmy Medrano	Agricultural Pool – State of CA
Bill Velto	City of Upland
Marty Zvirbulis	Fontana Water Company

WATERMASTER STAFF PRESENT

Todd Corbin	General Manager
Edgar Tellez Foster	Water Resources Mgmt. & Planning Director
Anna Nelson	Director of Administration
Justin Nakano	Water Resources Technical Manager
Frank Yoo	Data Services and Judgment Reporting Mgr.
Daniela Uriarte	Senior Accountant
Alonso Jurado	Water Resources Associate
Ruby Favela Quintero	Executive Assistant
Jordan Garcia	Senior Field Operations Specialist
Erik Vides	Field Operations Specialist

WATERMASTER CONSULTANTS PRESENT AT WATERMASTER

Brad Herrema	Brownstein Hyatt Farber Schreck, LLP
Andy Malone	West Yost

OTHERS PRESENT AT WATERMASTER

Lewis Callahan	Agricultural Pool – State of CA
Tariq Awan	Agricultural Pool – State of CA
Bob Feenstra	Agricultural Pool – Dairy
Kati Parker	Chino Basin Water Conservation District
Ben Orosco	City of Chino
Hye Jin Lee	City of Chino
Ron Craig	City of Chino Hills
Chris Diggs	City of Pomona
Nicole deMoet	City of Upland
John Bosler	Cucamonga Valley Water District
Eduardo Espinoza	Cucamonga Valley Water District
Jimmie Moffatt	Cucamonga Valley Water District
Cris Fealy	Fontana Water Company
Aimee Zhao	Inland Empire Utilities Agency
Eddie Lin	Inland Empire Utilities Agency
John Russ	Inland Empire Utilities Agency
Justin Scott-Coe	Monte Vista Irrigation Company
Justin Scott-Coe	Monte Vista Water District
Michelle Licea	Monte Vista Water District

Brian Geye

Non-Agricultural Pool – CA Speedway Corporation

OTHERS PRESENT ON ZOOM

Gino Filippi
Norberto Ferreira
Michael Meyer
Jiwon Seung
Randall Reed
Rob Hills
Megan Sims
Ben Lewis
Bryan Smith
Clifford Button
Jesse Pompa
Manny Martinez
Alyssa Coronado
John Lopez
Mallory O’Conor
Richard Rees

Agricultural Pool – Crops
City of Upland
County of San Bernardino
Cucamonga Valley Water District
Cucamonga Valley Water District
Cucamonga Valley Water District
Fontana Water Company
Golden State Water Company
Jurupa Community Services District
Jurupa Community Services District
Jurupa Community Services District
Monte Vista Water District
Santa Ana River Water Company
Santa Ana River Water Company
Western Municipal Water District
WSP USA

CALL TO ORDER

Chair Curatalo called the Watermaster Board meeting to order at 11:00 a.m.

FLAG SALUTE

(00:00:11) Chair Curatalo led the Board in the flag salute.

ROLL CALL

(00:00:42) Ms. Nelson conducted the roll call and announced that a quorum was present.

(00:01:18) Chair Curatalo welcomed and wished everyone a productive and prosperous New Year.

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.

None

AGENDA – ADDITIONS/REORDER

None

SAFETY MINUTE

(00:02:35) Mr. Corbin discussed the current windy conditions and reminded everyone to be aware of their surroundings and to steer clear of downed electrical lines.

INTRODUCTIONS – CALENDAR YEAR 2025 WATERMASTER BOARD MEMBERS

Appropriative Pool	Jim Curatalo (Cucamonga Valley Water District)
Appropriative Pool	Bill Velto (City of Upland)
Appropriative Pool	Marty Zvirbulis (Fontana Water Company)
Overlying (Non-Ag) Pool	Bob Bowcock (CalMat Co.)
Overlying (Ag) Pool	Jimmy Medrano (State of California)
Overlying (Ag) Pool	Jeff Pierson (Crops)
Municipal	Steve Elie (Inland Empire Utilities Agency)
Municipal	Mike Gardner (Western Municipal Water District)
Municipal	Bob Kuhn (Three Valleys Municipal Water District)

I. CALENDAR YEAR 2025 OFFICERS – ACTION

A. ELECTION OF OFFICERS

Chair	<u>James Curatalo</u>
Vice-Chair	<u>Jeff Pierson</u>
Secretary/Treasurer	<u>Bob Bowcock</u>

Mr. Herrema conducted the election of officers for 2025 and called for nominations.

Motion by Mr. Steve Elie, seconded by Mr. Mike Gardner and passed unanimously by roll call vote as attached to these minutes.

Moved to nominate Mr. Jim Curatalo as the Chair, Mr. Jeff Pierson as Vice-Chair, and Mr. Bob Bowcock as Secretary/Treasurer for calendar year 2025.

II. 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:

- Minutes of the Watermaster Board Meeting held November 21, 2024

B. FINANCIAL REPORTS

Receive and file as presented:

Monthly Financial Reports for the Reporting Periods Ended October and November 2024

C. CHINO BASIN WATERMASTER 2025 INVESTMENT POLICY – RESOLUTION NO. 2025-01

Adopt Resolution 2025-01 as presented.

D. APPLICATION FOR RECHARGE: JURUPA COMMUNITY SERVICES DISTRICT

Approve Jurupa Community Services District’s Application for Recharge of 7,000 acre-feet from November 1, 2024 to October 31, 2029, and direct Watermaster staff to account for this recharge.

E. NOTICE OF INTENT TO CHANGE THE OPERATING SAFE YIELD OF THE CHINO GROUNDWATER BASIN

F. 2025 HEARING OFFICER PANEL APPOINTMENT

Approve and appoint the recommended panel of five individuals to serve, if selected, as Hearing Officer in calendar year 2025, to be reconsidered periodically and no less frequently than annually.

(00:07:56) Chair Curatalo announced that Mr. Corbin had a minor correction on Consent Calendar Item II.D. indicating that the typo had been fixed on the staff report.

(00:09:00)

Motion by Vice-Chair Pierson, seconded by Mr. Mike Gardner, there being no dissent, the item passed unanimously.

Moved to approve the Consent Calendar with the amendment to Item II.D., JCSD's recharge application, as noted.

III. BUSINESS ITEMS

A. CHINO BASIN WATERMASTER 47TH ANNUAL REPORT (FISCAL YEAR 2023/24)

Recommend to the Watermaster Board to adopt the 47th Annual Report, along with filing a copy with the Court, subject to any necessary non-substantive changes.

(00:09:36) Mr. Corbin prefaced the item and invited Mr. Nakano to give a report.

(00:15:52)

Motion by Vice-Chair Jeff Pierson, seconded by Mr. Jimmy Medrano, there being no dissent, the item passed unanimously.

Moved to approve Business Item III.A. as presented, and to direct staff to file the report with the Court.

B. CALCULATION OF EXCESS CASH RESERVES BASED ON OPERATING CASH RESERVE POLICY 4.17 (INFORMATION ONLY)

Provide advice and assistance on the calculation of excess cash reserves.

(00:17:01) Mr. Corbin gave a report indicating that the item will be brought back to a future meeting for discussion and possible action.

IV. REPORTS/UPDATES

A. WATERMASTER LEGAL COUNSEL

1. January 10, 2025 Court Hearing (Watermaster Motion for Receipt and Filing of GLMP Annual Report; Watermaster Motion to Increase Safe Storage Capacity; Watermaster Motion for Authorization to File Suit)
2. April 4, 2025, Court Hearing (Appropriative Pool Motion for Costs and Fees)
3. Court of Appeal Consolidated Cases No. E080457 and E082127 (City of Ontario appeal re: Fiscal Year 2021-22 and 2022-23 Assessment Packages)
4. Court of Appeal Case No. E080533 (Cities of Chino, Ontario appeal re: Fiscal Year 2022-23 Watermaster budget expenses to support CEQA analysis)

(00:19:28) Mr. Herrema gave a report. A discussion ensued.

B. ENGINEER

1. Safe Yield Reevaluation

(00:31:40) Mr. Malone gave a report. A discussion ensued.

C. GENERAL MANAGER

1. Fiscal Year 2024/25 Exhibit "G" Physical Solution Transfers
2. Calendar Year 2025 Letters of CBWM Representation
3. Calendar Year 2025 Hearing Officer Panel
4. No Kid Hungry Fundraiser
5. Other

(00:35:21) Mr. Corbin invited Mr. Tellez Foster to present on Item 1 and then gave the remainder of the GM's report. He indicated that the 2025 representation letters had been received by the parties. He announced that the staff's No Kid Hungry year-end fundraiser goal had been exceeded and thanked everyone who supported. He announced that the State of the Basin report is due to be published this year (odd-numbered years) and is considering holding a State of the Basin event to deepen the basin's network and further collaborate with regional partners to advance the many important efforts underway. He plans to further discuss this with the Board members and stakeholders to seek their thoughts and feedback. A discussion ensued.

V. BOARD MEMBER COMMENTS

(00:39:56) Mr. Feenstra commented on the recent winds and wildfires and asked the Board if Watermaster has contingency plans to continue to serve the communities, county, state, and agricultural during these types of emergencies. A discussion ensued.

(00:45:56) Mr. Gardner mentioned that Senate Bill 366 passed the legislature and the governor vetoed it and that future efforts will be captured under Senate Bill 82 this year should parties be interested in following the matter.

VI. OTHER BUSINESS

None

VII. 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.

The Board convened into Confidential Session at 11:48 a.m. to discuss the following:

1. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION: a) Chino Basin Municipal Water District v. City of Ontario et al., 4th District Court of Appeal Case No. E080457 and E082127
2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: Initiation of litigation: one case

Confidential session concluded at 12:34 p.m. and Mr. Herrema reported that only Item 2 was discussed and there was no reportable action.

Mr. Kuhn left during the Confidential session.

ADJOURNMENT

Chair Curatalo adjourned the Watermaster Board meeting at 12:35 p.m. in the memory of the City of Upland representative, Mr. Edward A. "Bud" Girard, a former Watermaster Board member, IEUA Board member, and Metropolitan Water District of Southern California Board member.

Secretary: _____

Approved: _____

Attachments

1. 20250123 Roll Call Vote Outcome for Calendar Year 2025 Election of Officers – Item I.A.

ATTACHMENT 1

January 23, 2025 Watermaster Board Roll Call Vote Outcome

Member	Alternate	Calendar Year 2025 Officers Item I.A.
Bowcock, Bob		Yes
Elie, Steve		Yes
Gardner, Mike		Yes
Kuhn, Bob		Yes
Medrano, Jimmy		Yes
Pierson, Jeff		Yes
Velto, Bill		Yes
Zvirbulis, Marty		Yes
Curatalo, James		Yes
	OUTCOME:	Passed Unanimously



CHINO BASIN WATERMASTER

9641 San Bernardino Road, Rancho Cucamonga, CA 91730
909.484.3888 www.cbwm.org

STAFF REPORT

DATE: February 2025
TO: Watermaster Committees & Board
SUBJECT: Monthly Financial Reports (For the Reporting Period Ended December 31, 2024) (Consent Calendar Item I.B.)

Issue: Record of Monthly Financial Reports for the reporting period ended December 31, 2024 [Normal Course of Business]

Recommendation: Receive and file Monthly Financial Reports for the reporting period ended December 31, 2024 as presented.

Financial Impact: None

ACTIONS:

Appropriative Pool – February 13, 2025 [Final]: Received and file.
Non-Agricultural Pool – February 13, 2025 [Final]: Received and file without approval.
Agricultural Pool – February 13, 2025 [Final]: Received and file.
Advisory Committee – February 20, 2025 [Final]: Received and filed.
Watermaster Board – February 27, 2025 [Recommended]: Receive and file.

BACKGROUND

A monthly reporting packet is provided to keep all members apprised of Watermaster revenues, expenditures, and other financial activity. Monthly reports include the following:

1. Cash Disbursements – Summarized report of all payments made during the reporting month.
2. Credit Card Expense Detail – Detail report of all credit card activity during the reporting month.
3. Combining Schedule of Revenues, Expenses & Changes in Net Assets – Detail report of all revenue and expense activity for the fiscal YTD, summarized by pool category.
4. Treasurer’s Report – Summary of Watermaster investments holdings and anticipated earnings as of month end.
5. Budget to Actual Report – Detail report of actual revenue and expense activity, shown for reporting month and YTD, comparatively to the adopted budget.
6. Monthly Variance Report & Supplemental Schedules – Supporting schedule providing explanation for major budget variances. Also provides several additional tables detailing pool fund balance, salaries expense, legal expense, and engineering expense.

DISCUSSION

Detailed explanations of major variances and other additional information can be found on the “Monthly Variance Report & Supplemental Schedules.”

Watermaster staff will provide additional explanations or respond to any questions on these reports.

ATTACHMENT

1. Monthly Financial Reports (December 31, 2024)



**Chino Basin Watermaster
Cash Disbursements
December 2024**

Date	Number	Vendor Name	Description	Amount
12/03/2024	ACH12/3/24	PUBLIC EMPLOYEES' RETIREMENT SYSTEM	Annual Unfunded Accrued Liability-Plan 3299	\$ (12,164.17)
12/03/2024	ACH12/3/24	PUBLIC EMPLOYEES' RETIREMENT SYSTEM	Annual Unfunded Accrued Liability-Plan 27239	(172.92)
12/03/2024	ACH12/3/24	CALPERS	December Medical Insurance Premiums	(16,106.08)
12/04/2024	25186	CUBICLE AND OFFICE, LLC.	Existing cubicle reconfiguration	(3,041.68)
12/06/2024	25187	ACWA JOINT POWERS INSURANCE AUTHORITY	January life insurance	(275.36)
12/06/2024	25188	APPLEONE	Temporary employment services	(1,475.39)
12/06/2024	25189	BOWCOCK, ROBERT		(1,125.00)
12/06/2024	25190	BURRTEC WASTE INDUSTRIES, INC.	Utilities: Waste	(168.62)
12/06/2024	25191	CLARK PEST CONTROL	November pest control services	(100.00)
12/06/2024	25192	CUCAMONGA VALLEY WATER DISTRICT	December lease and backpay for October/November (CPI increase)	(12,254.73)
12/06/2024	25193	CURATALO, JAMES		(750.00)
12/06/2024	25194	DE BOOM, NATHAN		(125.00)
12/06/2024	25195	DE HAAN, HENRY		(250.00)
12/06/2024	25196	EGOSCUE LAW GROUP, INC.	November OAP legal services	(17,100.00)
12/06/2024	25197	FILIPPI, GINO		(250.00)
12/06/2024	25198	FRONTIER COMMUNICATIONS	Landline connection for Bay Alarm system	(153.53)
12/06/2024	25199	GEYE, BRIAN		(750.00)
12/06/2024	25200	GRAINGER	Traffic sign and stand	(496.85)
12/06/2024	25201	PITNEY BOWES INC.	Red ink cartridge refill	(118.01)
12/06/2024	25202	SAN BERNARDINO COUNTY - DEPT. AIRPORTS	December rent for extensometer site	(172.00)
12/06/2024	25203	SPECTRUM ENTERPRISE	December internet services	(1,159.83)
12/06/2024	25204	STANDARD INSURANCE CO.	November life and disability coverage	(988.75)
12/06/2024	25205	STATE COMPENSATION INSURANCE FUND	FY 25 worker's compensation insurance	(2,264.91)
12/06/2024	25206	UNION 76	November fuel purchases	(175.84)
12/06/2024	25207	URIARTE, DANIELA	Reimbursement: CalPERS Educational Forum mileage	(148.74)
12/06/2024	25208	VANGUARD CLEANING SYSTEMS	December janitorial service	(1,000.00)
12/06/2024	25209	VELTO, BILL		(375.00)
12/13/2024	ACH12/13/24	PUBLIC EMPLOYEES' RETIREMENT SYSTEM	Annual Unfunded Accrued Liability-Plan 3299	(12,164.17)
12/13/2024	ACH12/13/24	PUBLIC EMPLOYEES' RETIREMENT SYSTEM	Annual Unfunded Accrued Liability-Plan 27239	(172.92)
12/13/2024	25210	APPLEONE	Temporary employment services	(1,910.56)
12/13/2024	25211	BAY ALARM COMPANY	Quarterly monitoring service	(189.24)
12/13/2024	25212	BROWNSTEIN HYATT FARBER SCHRECK	October legal services	(112,961.89)
12/13/2024	25213	CALIFORNIA BANK & TRUST	Account ending 6198 - See detail attached	(6,899.97)
12/13/2024	25214	CHEF DAVE'S CATERING & EVENT SERVICES	Board meeting catering services	(875.45)
12/13/2024	25215	CORELOGIC INFORMATION SOLUTIONS	November geographic package services	(125.00)
12/13/2024	25216	KUHN, BOB		(250.00)
12/13/2024	25217	PIERSON, JEFFREY		(4,125.00)
12/13/2024	25218	READY REFRESH	Office water dispenser lease	(130.02)
12/13/2024	25219	SOUTHERN CA EDISON	Utilities: Electric	(1,236.22)
12/13/2024	25220	THRIVING EMPLOYER	Legal personnel matter services	(4,950.00)
12/13/2024	25221	WEST YOST	October engineering services	(215,377.94)
12/13/2024	25222	INLAND EMPIRE UTILITIES AGENCY	FY 23/24 and 24/25 Recharge water program debt service	(955,086.00)
12/18/2024	25223	C.J. BROWN & COMPANY, CPAs	FY 24 Audit services	(3,300.00)
12/18/2024	25224	CUBICLE AND OFFICE, LLC.	Existing cubicle reconfiguration	(480.01)
12/18/2024	25225	CUCAMONGA VALLEY WATER DISTRICT	January lease	(11,902.91)
12/18/2024	25226	GREAT AMERICA LEASING CORP.	November copy machine lease	(1,668.94)
12/18/2024	25227	JURADO, ALONSO	Reimbursement: Groundwater Week Conference lodging and meals	(249.83)
12/18/2024	25228	LEGAL SHIELD	December employee paid legal insurance	(119.55)
12/18/2024	25229	NAKANO, JUSTIN	Reimbursement: Groundwater Week Conference lodging and meals	(305.05)
12/18/2024	25230	PITNEY BOWES INC.	Red ink cartridge refill	(118.01)
12/18/2024	25231	RAUCH COMMUNICATION CONSULTANTS, INC.	Annual report services	(6,412.50)
12/18/2024	25232	UNITED HEALTHCARE	January dental insurance coverage	(1,370.78)
12/18/2024	25233	VERIZON WIRELESS	Internet services for Field Ops tablets	(277.17)
12/18/2024	25234	WELL TEC SERVICES	Meter installations and onsite calibrations	(80,812.50)
12/19/2024	25235	VC3, INC.	December IT services	(1,811.39)
12/19/2024	25236	WEST YOST	November engineering services	(175,686.48)
12/23/2024	25237	CUCAMONGA VALLEY WATER DISTRICT - UTILITY	Utilities: Water	(359.09)
12/23/2024	25238	GARCIA, JORDAN	Reimbursement: Photography supplies	(2,618.30)
12/23/2024	25239	PITNEY BOWES GLOBAL FINANCIAL SERVICES	Postage refill	(507.00)
12/23/2024	25240	READY REFRESH	Office water dispenser cleaning	(159.98)
12/23/2024	25241	VERIZON WIRELESS	Internet services and mobile broadband unlimited	(38.01)
12/23/2024	25242	FAVELA QUINTERO, RUBY	Reimbursement: CAP Certification tuition, materials, and Canva	(619.00)
12/23/2024	25243	LEWIS BRISBOIS BISGAARD & SMITH LLP	November ONAP legal services	(1,815.00)
12/23/2024	25244	LINDE GAS & EQUIPMENT INC.	Groundwater level monitoring equipment	(61.95)
12/23/2024	25245	THREE VALLEYS MUNICIPAL WATER DIST	Leadership breakfast	(140.00)
Total for Month				\$ (1,680,450.24)



Chino Basin Watermaster Credit Card Expense Detail December 2024

Date	Number	Description	Expense Account	Amount
12/13/2024	25213	CALIFORNIA BANK & TRUST		
		Hyatt Palm Springs - ESRI Conference - Lodging - A. Jurado	6191 · Conferences - General	(480.78)
		Amazon - Amazon Web Services - October 2024	6054 · Computer Software	(149.38)
		Microsoft Software - Mapping and visualization software subscription - Oct 2024	6054 · Computer Software	(15.00)
		Microsoft Software - Mapping and visualization software subscription - Nov 2024	6054 · Computer Software	(15.00)
		REV Subscription - Speech to text transcription services	6112 · Subscriptions/Publications	(29.99)
		Southern CA Water Coalition Annual Dinner - T. Corbin	6191 · Conferences - General	(325.00)
		Staples - USB mouse	6031.7 · General Office Supplies	(23.69)
		Flo's Coffee Shop - Breakfast meeting - T. Corbin, M. Zvirbulis	6141.1 · Meeting Supplies	(48.76)
		Molly's Souper Restaurant - Breakfast meeting - T. Corbin, C. Diggs	6141.1 · Meeting Supplies	(36.78)
		Town and Country - CalPERS Ed Forum - Lodging - A. Nelson	6191 · Conferences - General	(567.29)
		Town and Country - CalPERS Ed Forum - Lodging - D. Uriarte	6191 · Conferences - General	(627.29)
		Amazon - Lithium batteries	6031.7 · General Office Supplies	(6.31)
		Amazon - External hard drive	6055 · Computer Hardware	(183.16)
		Amazon - First aid supplies	6031.7 · General Office Supplies	(47.79)
		Amazon - Postcards	6031.7 · General Office Supplies	(44.58)
		Bamboo HR - HRIS and Timekeeping System	6061.2 · HRIS System	(227.59)
		Amazon - Misc. office supplies	6031.7 · General Office Supplies	(181.75)
		BlueHost - Monthly Software Renewal - Standard VPN Server with cPanel	6054 · Computer Software	(91.99)
		Corky's Kitchen and Bakery - Staff meeting pies	6141.1 · Meeting Supplies	(39.27)
		Transit Talent - Administrative Analyst job posting	6112 · Subscriptions/Publications	(175.00)
		BC Water Jobs - Administrative Analyst job posting	6112 · Subscriptions/Publications	(200.00)
		Government Jobs - Administrative Analyst job posting	6112 · Subscriptions/Publications	(199.00)
		CSMFO - NEO Gov. - Administrative Analyst job posting	6112 · Subscriptions/Publications	(150.00)
		Zoom Video Communications - Annual Subscription - 11/16/24-11/15/25	6054 · Computer Software	(479.70)
		Intuit - QuickBooks Enterprise Silver Edition - Subscription renewal	6054 · Computer Software	(2,241.72)
		Amazon - Dual dash cam front rear camera	6177 · Vehicle Repairs & Maintenance	(237.02)
		Amazon - Magnetic pins and office chair mat	6031.7 · General Office Supplies	(76.13)
Total for Month				\$ (6,899.97)



Chino Basin Watermaster

Combining Schedule of Revenues, Expenses & Changes in Net Assets For the Period of July 1, 2024 through December 31, 2024 (Unaudited)

	JUDGMENT ADMIN.	OPTIMUM BASIN MGMT.	TOTAL JUDGMENT ADMIN & OBMP	POOL ADMINISTRATION & SPECIAL PROJECTS			GROUND WATER REPLENISH.	GRAND TOTALS	ADOPTED BUDGET 2024-2025 WITH CARRYOVER
				AP POOL	OAP POOL	ONAP POOL			
Administrative Revenues:									
Administrative Assessments	\$ 5,621,503	\$ 4,212,652	\$ 9,834,155	\$ 67,702	\$ -	\$ 31,000	\$ -	\$ 9,932,857	\$ 9,833,780
Interest Revenue	-	195,277	195,277	9,900	31,770	1,513	3,406	241,867	478,500
Groundwater Replenishment	-	-	-	-	-	-	(87,377)	(87,377)	-
Mutual Agency Project Revenue	191,073	-	191,073	-	-	-	-	191,073	191,070
Miscellaneous Income	1,468	-	1,468	-	-	-	-	1,468	-
Total Administrative Revenues	5,814,043	4,407,929	10,221,972	77,602	31,770	32,513	(83,970)	10,279,887	10,503,350
Administrative & Project Expenditures:									
Watermaster Administration	1,631,181	-	1,631,181	-	-	-	-	1,631,181	2,528,540
Watermaster Board-Advisory Committee	131,891	-	131,891	-	-	-	-	131,891	422,420
Optimum Basin Mgmt Administration	-	327,986	327,986	-	-	-	-	327,986	1,437,940
OBMP Project Costs	-	1,558,902	1,558,902	-	-	-	-	1,558,902	4,971,020
Pool Legal Services	-	-	-	74,269	61,550	3,124	-	138,943	-
Pool Meeting Compensation	-	-	-	-	10,125	2,250	-	12,375	-
Pool Special Projects	-	-	-	-	9,454	-	-	9,454	-
Pool Administration	-	-	-	-	-	-	-	-	370,660
Debt Service	-	955,086	955,086	-	-	-	-	955,086	772,770
Agricultural Expense Transfer ¹	-	-	-	81,129	(81,129)	-	-	-	-
Replenishment Water Assessments	-	-	-	-	-	-	54,425	54,425	180,234
Total Administrative Expenses	1,763,071	2,841,974	4,605,045	155,398	-	5,374	54,425	4,820,242	10,683,584
Net Ordinary Income	4,050,972	1,565,955	5,616,927	(77,796)	31,770	27,139	(138,395)	5,459,645	(180,234)
Other Income/(Expense)									
Refund-Recharge Debt Service	-	-	-	-	-	-	-	-	-
Carryover Budget*	-	-	-	-	-	-	-	-	454,875
Net Other Income/(Expense)	-	-	-	-	-	-	-	-	454,875
Net Transfers To/(From) Reserves	\$ 4,050,972	\$ 1,565,955	\$ 5,616,927	\$ (77,796)	\$ 31,770	\$ 27,139	\$ (138,395)	\$ 5,459,645	\$ 274,640
Net Assets, July 1, 2024			8,794,214	555,405	1,404,964	65,733	180,234	11,000,551	
Refund-Excess Operating Reserves			-					-	
Net Assets, End of Period			14,411,141	477,609	1,436,735	92,873	41,839	16,460,196	
Pool Assessments Outstanding				(154,017)	(586,852)	(1,009)			
Pool Fund Balance				\$ 323,592	\$ 849,882	\$ 91,864			

¹ Fund balance transfer as agreed to in the Peace Agreement.

*Carryover budget will be updated once the refund for excess operating reserves has been finalized.



Chino Basin Watermaster

Treasurer's Report

December 2024

	Type	Monthly Yield	Cost	Market	% Total
Cash & Investments					
Local Agency Investment Fund (LAIF) *	Investment	4.43%	\$ 651,003	\$ 650,757	4.5%
CA CLASS Prime Fund **	Investment	4.64%	11,484,074	\$ 11,484,220	78.9%
Bank of America	Checking		2,417,920	2,417,920	16.6%
Bank of America	Payroll		-	-	0.0%
Total Cash & Investments			\$ 14,552,998	\$ 14,552,898	100.0%

* The LAIF Market Value factor is updated quarterly in September, December, March, and June.

** The CLASS Prime Fund Net Asset Value factor is updated monthly.

Certification

I certify that (1) all investment actions executed since the last report have been made in full compliance with Chino Basin Watermaster's Investment Policy, and (2) Funds on hand are sufficient to meet all foreseen and planned administrative and project expenditures for the next six months.

Anna Nelson, Director of Administration

Prepared By:

Daniela Uriarte, Senior Accountant



Chino Basin Watermaster

Budget to Actual

For the Period July 1, 2024 to December 31, 2024

(Unaudited)

	December 2024	YTD Actual	FY 25 Adopted Budget with Carryover	\$ Over / (Under) Budget	% of Budget
1 Administration Revenue					
2 Local Agency Subsidies	\$ -	\$ 191,073	\$ 191,070	\$ 3	100%
3 Admin Assessments-Appropriative Pool	-	9,497,193	9,521,030	(23,837)	100%
4 Admin Assessments-Non-Ag Pool	-	336,962	312,750	24,212	108%
5 Total Administration Revenue	-	10,025,228	10,024,850	378	100%
6 Other Revenue					
7 Appropriative Pool-Replenishment	-	(103,383)	-	(103,383)	N/A
8 Non-Ag Pool-Replenishment	-	16,006	-	16,006	N/A
9 Interest Income	29,441	195,277	478,500	(283,223)	41%
10 Miscellaneous Income	-	1,468	-	1,468	N/A
11 Carryover Budget	-	-	454,875	(454,875)	0%
12 Total Other Revenue	29,441	109,367	933,375	(824,007)	12%
13 Total Revenue	29,441	10,134,595	10,958,225	(823,629)	92%
14 Judgment Administration Expense					
15 Judgment Administration	29,479	245,679	721,010	(475,331)	34%
16 Admin. Salary/Benefit Costs	127,608	655,366	1,032,120	(376,754)	63%
17 Office Building Expense	33,293	129,510	234,470	(104,960)	55%
18 Office Supplies & Equip.	2,257	15,651	46,760	(31,109)	33%
19 Postage & Printing Costs	2,680	11,989	32,950	(20,961)	36%
20 Information Services	8,401	51,427	232,530	(181,103)	22%
21 Contract Services	6,968	28,366	111,460	(83,094)	25%
22 Watermaster Legal Services	-	407,384	414,060	(6,676)	98%
23 Insurance	-	38,572	50,950	(12,378)	76%
24 Dues and Subscriptions	730	13,651	25,900	(12,249)	53%
25 Watermaster Administrative Expenses	3,677	6,147	9,630	(3,483)	64%
26 Field Supplies	-	1,035	3,200	(2,165)	32%
27 Travel & Transportation	1,980	77,691	104,960	(27,269)	74%
28 Training, Conferences, Seminars	1,710	13,095	49,370	(36,275)	27%
29 Advisory Committee Expenses	-	23,816	134,130	(110,314)	18%
30 Watermaster Board Expenses	3,370	108,075	288,290	(180,215)	37%
31 ONAP - WM & Administration	244	19,564	120,940	(101,376)	16%
32 OAP - WM & Administration	524	27,444	124,220	(96,776)	22%
33 Appropriative Pool- WM & Administration	3,203	60,890	125,500	(64,610)	49%
34 Allocated G&A Expenditures	(17,459)	(172,282)	(540,830)	368,548	32%
35 Total Judgment Administration Expense	208,666	1,763,071	3,321,620	(1,558,549)	53%
36 Optimum Basin Management Plan (OBMP)					
37 Optimum Basin Management Plan	41,235	327,986	1,437,940	(1,109,954)	23%
38 Groundwater Level Monitoring	30,566	238,223	585,050	(346,827)	41%
39 Program Element (PE)2- Comp Recharge	27,634	167,531	1,774,300	(1,606,769)	9%
40 PE3&5-Water Supply/Desalte	14,124	22,471	122,010	(99,539)	18%
41 PE4- Management Plan	9,422	228,075	412,400	(184,325)	55%
42 PE6&7-CoopEfforts/SaltMgmt	139,472	471,035	669,380	(198,345)	70%
43 PE8&9-StorageMgmt/Conj Use	29,060	259,285	867,050	(607,765)	30%
44 Recharge Improvements	955,086	955,086	772,770	182,316	124%
45 Administration Expenses Allocated-OBMP	3,120	57,791	232,750	(174,959)	25%
46 Administration Expenses Allocated-PE 1-9	14,339	114,491	308,080	(193,589)	37%
47 Total OBMP Expense	1,264,058	2,841,974	7,181,730	(4,339,756)	40%
48 Other Expense					
49 Groundwater Replenishment	-	54,425	180,234	(125,810)	30%
50 Other Expenses	-	-	-	-	N/A
51 Total Other Expense	-	54,425	180,234	(125,810)	30%
52 Total Expenses	1,472,723	4,659,470	10,683,584	(6,024,114)	44%
53 Increase / (Decrease) to Reserves	\$ (1,443,282)	\$ 5,475,125	\$ 274,640	\$ 5,200,485	



Chino Basin Watermaster

Monthly Variance Report & Supplemental Schedules

For the period July 1, 2024 to December 31, 2024

(Unaudited)

Budget to Actual

The Budget to Actual report summarizes the operating and non-operating revenues and expenses of Chino Basin Watermaster for the fiscal year-to-date (YTD). Columns are included for current monthly and YTD activity shown comparatively to the FY 25 adopted budget. The final two columns indicate the amount over or under budget, and the YTD percentage of total budget used. As of December 31st, the target budget percentage is generally 50%.

Revenues

Lines 1-5 Administration Revenue – Includes local agency subsidies and administrative assessment for the Appropriative, Agricultural and Non-Agricultural Pools. Below is a summary of notable account variances at month end:

- Line 2 Local Agency Subsidies includes the annual Dy Year Yield (DYY) administrative fee received. This account is at 100% of budget due to the timing of payment.
- Line 3-4 Administrative Assessments for the Appropriative and Non-Agricultural Pools include annual assessment invoices issued in November of each year. The Non-Agricultural Pool line is over budget due to changes in actual versus projected production.

Lines 6-12 Other Revenue – Includes Pool replenishment assessments, interest income, miscellaneous income, and carryover budget from prior years.

Expenses

Lines 14-35 Judgment Administration Expense – Includes Watermaster general administrative expenses, contract services, insurance, office and other administrative expenses. Below is a summary of notable account variances at month end:

- Line 16 Admin Salary/Benefit Costs includes wages and benefits for Watermaster administrative staff. The account is at 63% of budget due to vacation and severance payouts done in July.
- Line 22 Watermaster Legal Services includes outside legal counsel expenses. The account is at 98% of budget due to personnel matters.
- Line 23 Insurance includes general liability insurance, directors' and officers' liability, umbrella coverage, environmental pollution liability and other various insurance policies. The account is at 76% of budget due to the timing of policy renewals.
- Line 25 Watermaster Administrative Expenses include expenses for meetings, supplies, lunch meetings, and other various expenses. The account is at 64% of budget due photography supplies purchased in December.
- Line 27 Travel & Transportation includes travel and transportation costs related to Watermaster business, not related to conferences and seminars, vehicle fuel, repairs and maintenance, and vehicle purchases. The account is at 74% of budget due to the timing of the new field vehicle purchase.

Lines 36-47 Optimum Basin Management Plan (OBMP) Expense – Includes legal, engineering, groundwater level monitoring, allocated administrative expenses, and other expenses.

Lines 48-51 Other Expense – Includes groundwater replenishment, settlement expenses, and various refunds as appropriate.



Chino Basin Watermaster

Monthly Variance Report & Supplemental Schedules

For the period July 1, 2024 to December 31, 2024

(Unaudited)

Pool Services Fund Accounting

Each Pool has a fund account created to pay their own legal service invoices. The legal services invoices are funded and paid using the fund accounts (8467 for the Overlying Agricultural Pool (OAP), 8567 for the Overlying Non-Agricultural Pool (ONAP), and 8367 for the Appropriate Pool (AP)). Along with the legal services fund account for the OAP (8467), the OAP also has two other fund accounts for Ag Pool Meeting Attendance expenses (8470), and Special Projects expenses (8471). The ONAP also has a meeting compensation fund account (8511). Additionally, the OAP has a reserve fund that is held by Watermaster and spent at the direction of the OAP. The AP also has account 8368 relating to the Tom Harder contract. These fund accounts are replenished at the direction of each Pool, and the legal service invoices are approved by the Pool leadership and when paid by Watermaster, are deducted from the existing fund account balances. If the fund account for any pool reaches zero, no further payments can be paid from the fund and a replenishment action must be initiated by the Pool.

The following tables detail the fund balance accounts as of December 31, 2024 (continued next page):

Fund Balance For Non-Agricultural Pool Account 8567 - Legal Services		Fund Balance For Appropriate Pool Account 8367 - Legal Services	
Beginning Balance July 1, 2024:	\$ 63,483.09	Beginning Balance July 1, 2024:	\$ (9,472.87)
Additions:		Additions:	
Interest Earnings	1,513.48	Interest Earnings	9,900.42
Payments received on ONAP Assessment invoices issued 11/26/24	24,186.29		
Subtotal Additions:	25,699.77	Subtotal Additions:	9,900.42
Reductions:		Reductions:	
Invoices paid July 2024 - December 2024	(3,124.00)	Invoices paid July 2024 - December 2024	(74,269.38)
Subtotal Reductions:	(3,124.00)	Subtotal Reductions:	(74,269.38)
Available Fund Balance as of Dec. 31, 2024	\$ 86,058.86	Available Fund Balance as of Dec. 31, 2024	\$ (73,841.83)

Fund Balance For Non-Agricultural Pool Account 8511 - Meeting Compensation		Fund Balance For Appropriate Pool Account 8368 - Tom Harder Contract	
Beginning Balance July 1, 2024:	\$ 2,250.00	Beginning Balance July 1, 2024:	\$ 20,577.61
Additions:		Additions:	
Payments received on ONAP Assessment invoices issued 11/26/24	5,804.71		
Subtotal Additions:	5,804.71	Subtotal Additions:	-
Reductions:		Reductions:	
Compensation paid July 2024 - December 2024	(2,250.00)	Invoices paid July 2024 - December 2024	-
Subtotal Reductions:	(2,250.00)	Subtotal Reductions:	-
Available Fund Balance as of Dec. 31, 2024	\$ 5,804.71	Available Fund Balance as of Dec. 31, 2024	\$ 20,577.61



Chino Basin Watermaster

Monthly Variance Report & Supplemental Schedules

For the period July 1, 2024 to December 31, 2024

(Unaudited)

Pool Services Fund Accounting – Cont.

Fund Balance for Agricultural Pool Account 8467 - Legal Services (Held by AP)

Beginning Balance July 1, 2024*:	\$ 388,647.51
Reductions:	
Invoices paid July 2024 - December 2024	(61,550.00)
Subtotal Reductions:	<u>(61,550.00)</u>
Available Fund Balance as of Dec. 31, 2024	<u>\$ 327,097.51</u>

*Balance includes payments received totaling \$262,832.38 for Settlement Agreement outstanding invoices issued Apr. 15, 2022 and Jun. 17, 2022.

Agricultural Pool Reserve Funds As shown on the Combining Schedules

Beginning Balance July 1, 2024*:	\$ 818,112.17
Additions:	
YTD Interest earned on Ag Pool Funds FY 25	31,770.22
Transfer of Funds from AP to Special Fund for Legal Service Invoices	61,550.00
Total Additions:	<u>93,320.22</u>
Reductions:	
Legal service invoices paid July 2024 - December 2024	(61,550.00)
Subtotal Reductions:	<u>(61,550.00)</u>
Agricultural Pool Reserve Funds Balance as of Dec. 31, 2024:	<u>\$ 849,882.39</u>

*Balance includes payments of \$102,245.10 and \$42,025.61 received in FY 24 for outstanding invoices issued Sep. 9, 2022 and Apr. 20, 2023 for Ag Pool legal services, respectively.

Fund Balance For Agricultural Pool Account 8470 - Meeting Compensation (Held by AP)

Beginning Balance July 1, 2024:	\$ 17,694.65
Reductions:	
Compensation paid July 2024 - December 2024	(10,125.00)
Subtotal Reductions:	<u>(10,125.00)</u>
Available Fund Balance as of Dec. 31, 2024	<u>\$ 7,569.65</u>

Fund Balance For Agricultural Pool Account 8471 - Special Projects (Held by AP)

Beginning Balance July 1, 2024:	\$ 51,643.00
Reductions:	
Invoices paid July 2024 - December 2024	(9,454.00)
Subtotal Reductions:	<u>(9,454.00)</u>
Available Fund Balance as of Dec. 31, 2024	<u>\$ 42,189.00</u>



Chino Basin Watermaster

Monthly Variance Report & Supplemental Schedules

For the period July 1, 2024 to December 31, 2024

(Unaudited)

Watermaster Salary Expenses

The following table details the Year-To-Date (YTD) Actual Watermaster burdened salary costs compared to the FY 25 adopted budget. The “\$ Over Budget” and the “% of Budget” columns are a comparison of the YTD actual to the annual budget. As of December 31st, the target budget percentage is generally 50%.

	Year to Date Actual	FY 24-25 Budget	\$ Over / (Under) Budget	% of Budget
WM Salary Expense				
5901.1 · Judgment Admin - Doc. Review	34,220	93,860	(59,640)	36.5%
5901.3 · Judgment Admin - Field Work	1,716	11,860	(10,144)	14.5%
5901.5 · Judgment Admin - General	5,559	81,090	(75,531)	6.9%
5901.7 · Judgment Admin - Meeting	16,528	39,710	(23,182)	41.6%
5901.9 · Judgment Admin - Reporting	2,644	13,890	(11,246)	19.0%
5910 · Judgment Admin - Court Coord./Attendance	3,201	16,970	(13,769)	18.9%
5911 · Judgment Admin - Exhibit G	775	6,400	(5,625)	12.1%
5921 · Judgment Admin - Production Monitoring	60	5,440	(5,380)	1.1%
5931 · Judgment Admin - Recharge Applications	1,658	-	1,658	100.0%
5941 · Judgment Admin - Reporting	1,333	2,140	(807)	62.3%
5951 · Judgment Admin - Rules & Regs	-	11,260	(11,260)	0.0%
5961 · Judgment Admin - Safe Yield	24,175	9,510	14,665	254.2%
5971 · Judgment Admin - Storage Agreements	2,644	13,000	(10,356)	20.3%
5981 · Judgment Admin - Water Accounting/Database	48,492	108,290	(59,798)	44.8%
5991 · Judgment Admin - Water Transactions	4,703	5,330	(627)	88.2%
6011.11 · WM Staff - Overtime	5,087	18,000	(12,913)	28.3%
6011.10 · Admin - Accounting	120,934	278,330	(157,396)	43.5%
6011.15 · Admin - Building Admin	40,663	31,200	9,463	130.3%
6011.20 · Admin - Conference/Seminars	29,914	58,530	(28,616)	51.1%
6011.25 · Admin - Document Review	20,565	2,620	17,945	784.9%
6011.50 · Admin - General	154,462	362,560	(208,098)	42.6%
6011.60 · Admin - HR	75,573	50,450	25,123	149.8%
6011.70 · Admin - IT	38,715	34,070	4,645	113.6%
6011.80 · Admin - Meeting	51,249	39,760	11,489	128.9%
6011.90 · Admin - Team Building	14,526	41,550	(27,024)	35.0%
6011.95 · Admin - Training (Give/Receive)	18,068	64,160	(46,092)	28.2%
6017 · Temporary Services	24,229	26,040	(1,811)	93.0%
6201 · Advisory Committee	14,118	82,850	(68,732)	17.0%
6301 · Watermaster Board	49,379	83,910	(34,531)	58.8%
8301 · Appropriative Pool	45,358	67,280	(21,922)	67.4%
8401 · Agricultural Pool	12,722	66,000	(53,278)	19.3%
8501 · Non-Agricultural Pool	7,922	62,710	(54,788)	12.6%
6901.1 · OBMP - Document Review	12,037	95,290	(83,253)	12.6%
6901.3 · OBMP - Field Work	1,153	50,870	(49,717)	2.3%
6901.5 · OBMP - General	45,176	81,120	(35,944)	55.7%
6901.7 · OBMP - Meeting	16,642	80,360	(63,718)	20.7%
6901.9 · OBMP - Reporting	5,527	11,040	(5,513)	50.1%
7104.1 · PE1 - Monitoring Program	99,689	275,490	(175,801)	36.2%
7201 · PE2 - Comprehensive Recharge	33,996	71,750	(37,754)	47.4%
7301 · PE3&5 - Water Supply/Desalter	-	9,510	(9,510)	0.0%
7301.1 · PE5 - Reg. Supply Water Prgm.	840	9,510	(8,671)	8.8%
7401 · PE4 - MZ1 Subsidence Mgmt. Plan	-	14,040	(14,040)	0.0%
7501 · PE6 - Coop. Programs/Salt Mgmt.	5,766	9,510	(3,744)	60.6%
7501.1 · PE 7 - Salt Nutrient Mgmt. Plan	3,203	9,510	(6,307)	33.7%
7601 · PE8&9 - Storage Mgmt./Recovery	16,143	22,520	(6,377)	71.7%
Subtotal WM Staff Costs	1,112,753	2,529,290	(1,416,537)	44%
60184.1 · Administrative Leave	-	6,550	(6,550)	0.0%
60185 · Vacation	76,415	90,280	(13,865)	84.6%
60185.1 · Comp Time	5,215	-	5,215	100.0%
60186 · Sick Leave	18,851	79,450	(60,599)	23.7%
60187 · Holidays	34,779	99,330	(64,551)	35.0%
Subtotal WM Paid Leaves	135,259	275,610	(140,351)	49%
Total WM Salary Costs	1,248,012	2,804,900	(1,556,888)	44.5%



Chino Basin Watermaster

Monthly Variance Report & Supplemental Schedules

For the period July 1, 2024 to December 31, 2024

(Unaudited)

Engineering

The following table details the Year-To-Date (YTD) Actual Engineering costs compared to the FY 24 adopted budget. The “\$ Over Budget” and the “% of Budget” columns are a comparison of the YTD actual to the annual budget. As of December 31st, the target budget percentage is generally 50%.

	Year to Date Actual	FY 24-25 Budget	\$ Over / (Under) Budget	% of Budget
Engineering Services Costs				
5901.8 · Judgment Admin - Meetings-Engineering Services	\$ -	\$ 37,066	\$ (37,066)	0.0%
5906.71 · Judgment Admin - Data Requests-CBWM Staff	38,038	101,048	(63,010)	37.6%
5906.72 · Judgment Admin - Data Requests-Non-CBWM Staff	30,981	37,008	(6,028)	83.7%
5925 · Judgment Admin - Ag Production & Estimation	14,807	31,096	(16,289)	47.6%
5935 · Judgment Admin - Mat'l Physical Injury Requests	1,488	39,452	(37,965)	3.8%
5945 · Judgment Admin - WM Annual Report Preparation	12,659	16,924	(4,266)	74.8%
5965 · Judgment Admin - Support Data Collection & Mgmt Process	-	39,659	(39,659)	0.0%
6206 · Advisory Committee Meetings-WY Staff	4,114	23,510	(19,396)	17.5%
6306 · Watermaster Board Meetings-WY Staff	10,537	23,510	(12,973)	44.8%
8306 · Appropriative Pool Meetings-WY Staff	9,487	23,510	(14,023)	40.4%
8406 · Agricultural Pool Meetings-WY Staff	8,677	23,510	(14,833)	36.9%
8506 · Non-Agricultural Pool Meetings-WY Staff	5,598	23,510	(17,913)	23.8%
6901.8 · OBMP - Meetings-WY Staff	15,620	37,066	(21,446)	42.1%
6901.95 · OBMP - Reporting-WY Staff	26,151	62,606	(36,456)	41.8%
6906 · OBMP Engineering Services - Other	41,797	51,440	(9,643)	81.3%
6906.1 · OBMP Watermaster Model Update	6,552	67,596	(61,044)	9.7%
6906.21 · State of the Basin Report	27,902	195,188	(167,286)	14.3%
7104.3 · Grdwtr Level-Engineering	111,689	254,627	(142,938)	43.9%
7104.8 · Grdwtr Level-Contracted Services	11,800	26,174	(14,374)	45.1%
7104.9 · Grdwtr Level-Capital Equipment	4,896	17,000	(12,104)	28.8%
7202 · PE2-Comp Recharge-Engineering Services	5,116	23,496	(18,381)	21.8%
7202.2 · PE2-Comp Recharge-Engineering Services	114,113	75,944	38,169	150.3%
7302 · PE3&5-PBHSP Monitoring Program	19,518	73,305	(53,788)	26.6%
7303 · PE3&5-Engineering - Other	2,114	16,180	(14,066)	13.1%
7306 · PE3&5-Engineering - Outside Professionals	-	6,500	(6,500)	0.0%
7402 · PE4-Engineering	133,819	281,239	(147,420)	47.6%
7402.10 · PE4-Northwest MZ1 Area Project	71,158	16,656	54,502	427.2%
7403 · PE4-Eng. Services-Contracted Services-InSar	22,000	39,600	(17,600)	55.6%
7406 · PE4-Engineering Services-Outside Professionals	-	38,600	(38,600)	0.0%
7408 · PE4-Engineering Services-Network Equipment	295	17,553	(17,258)	1.7%
7502 · PE6&7-Engineering	198,831	398,309	(199,478)	49.9%
7505 · PE6&7-Laboratory Services	47,237	61,242	(14,006)	77.1%
7510 · PE6&7-IEUA Salinity Mgmt. Plan	16,965	-	16,965	100.0%
7511 · PE6&7-SAWBMP Task Force-50% IEUA	2,660	27,067	(24,407)	9.8%
7517 · Surface Water Monitoring Plan-Chino Creek - 50% IEUA	18,707	33,574	(14,868)	55.7%
7520 · Preparation of Water Quality Mgmt. Plan	2,783	130,164	(127,381)	2.1%
7610 · PE8&9-Support 2020 Mgmt. Plan	-	32,584	(32,584)	0.0%
7614 · PE8&9-Support Imp. Safe Yield Court Order	243,142	768,963	(525,821)	31.6%
7615 · PE8&9-Develop 2025 Storage Plan	-	42,632	(42,632)	0.0%
Total Engineering Services Costs	\$ 1,281,245	\$ 3,215,108	\$ (1,933,863)	39.9%



Chino Basin Watermaster

Monthly Variance Report & Supplemental Schedules

For the period July 1, 2024 to December 31, 2024

(Unaudited)

Legal

The following table details the YTD Brownstein Hyatt Farber Schreck (BHFS) expenses and costs compared to the FY 24 adopted budget. The “\$ Over Budget” and the “% of Budget” columns are a comparison of the YTD actual to the annual budget. As of December 31st, the target budget percentage is generally 50%. Due to the timing of billing, the figures below represent legal services provided through November 30, 2024, with a target budget percentage of 42%.

	Year to Date Actual	FY 24-25 Budget	\$ Over / (Under) Budget	% of Budget
6070 · Watermaster Legal Services				
6071 · BHFS Legal - Court Coordination	\$ 92,295	\$ 144,040	\$ (51,745)	64.1%
6072 · BHFS Legal - Rules & Regulations	-	10,495	(10,495)	0.0%
6073 · BHFS Legal - Personnel Matters	249,470	28,150	221,320	886.2%
6074 · BHFS Legal - Interagency Issues	-	40,536	(40,536)	0.0%
6077 · BHFS Legal - Party Status Maintenance	-	13,590	(13,590)	0.0%
6078 · BHFS Legal - Miscellaneous (Note 1)	65,619	177,240	(111,621)	37.0%
Total 6070 · Watermaster Legal Services	407,384	414,051	(6,667)	98.4%
6275 · BHFS Legal - Advisory Committee	5,583	27,764	(22,181)	20.1%
6375 · BHFS Legal - Board Meeting	31,135	88,704	(57,569)	35.1%
6375.1 · BHFS Legal - Board Workshop(s)	-	29,215	(29,215)	0.0%
8375 · BHFS Legal - Appropriative Pool	6,045	34,705	(28,660)	17.4%
8475 · BHFS Legal - Agricultural Pool	6,045	34,705	(28,660)	17.4%
8575 · BHFS Legal - Non-Ag Pool	6,045	34,705	(28,660)	17.4%
Total BHFS Legal Services	54,853	249,798	(194,945)	22.0%
6907.3 · WM Legal Counsel				
6907.31 · Archibald South Plume	-	12,565	(12,565)	0.0%
6907.32 · Chino Airport Plume	-	12,565	(12,565)	0.0%
6907.33 · Desalter/Hydraulic Control	-	38,680	(38,680)	0.0%
6907.34 · Santa Ana River Water Rights	370	21,405	(21,035)	1.7%
6907.36 · Santa Ana River Habitat	-	31,280	(31,280)	0.0%
6907.38 · Reg. Water Quality Cntrl Board	284	63,200	(62,916)	0.4%
6907.39 · Recharge Master Plan	68,437	14,270	54,167	479.6%
6907.41 · Prado Basin Habitat Sustainability	-	10,290	(10,290)	0.0%
6907.44 · SGMA Compliance	284	10,290	(10,006)	2.8%
6907.45 · OBMP Update	-	177,240	(177,240)	0.0%
6907.47 · 2020 Safe Yield Reset	32,273	80,190	(47,917)	40.2%
6907.48 · Ely Basin Investigation	5,142	64,890	(59,748)	7.9%
6907.49 · San Sevaine Basin Discharge	-	110,080	(110,080)	0.0%
6907.90 · WM Legal Counsel - Unanticipated	-	38,885	(38,885)	0.0%
Total 6907 · WM Legal Counsel	106,789	685,830	(579,041)	15.6%
Total Brownstein, Hyatt, Farber, Schreck Costs	\$ 569,027	\$ 1,349,679	\$ (780,652)	42.2%



Chino Basin Watermaster

Monthly Variance Report & Supplemental Schedules

For the period July 1, 2024 to December 31, 2024

(Unaudited)

Optimum Basin Management Plan (OBMP)

The following table details the Year-To-Date (YTD) Actual OBMP costs compared to the FY 24 adopted budget. The “\$ Over Budget” and the “% of Budget” columns are a comparison of the YTD actual to the annual budget. As of December 31st, the target budget percentage is generally 50%.

	Year to Date Actual	FY 24-25 Budget	\$ Over / (Under) Budget	% of Budget
6900 · Optimum Basin Mgmt Plan				
6901.1 · OBMP - Document Review-WM Staff	\$ 12,037	\$ 95,294	\$ (83,257)	12.6%
6901.3 · OBMP - Field Work-WM Staff	1,153	50,870	(49,717)	2.3%
6901.5 · OBMP - General-WM Staff	45,176	81,120	(35,944)	55.7%
6901.7 · OBMP - Meeting-WM Staff	16,642	80,360	(63,718)	20.7%
6901.8 · OBMP - Meeting-West Yost	15,620	37,066	(21,446)	42.1%
6901.9 · OBMP - Reporting-WM Staff	5,527	11,040	(5,513)	50.1%
6901.95 · OBMP - Reporting-West Yost	26,151	62,606	(36,456)	41.8%
Total 6901 · OBMP WM and West Yost Staff	122,305	418,356	(296,051)	29.2%
6903 · OBMP - SAWPA				
6903 · OBMP - SAWPA Group	15,984	15,990	(6)	100.0%
Total 6903 · OBMP - SAWPA	15,984	15,990	(6)	100.0%
6906 · OBMP Engineering Services				
6906.1 · OBMP - Watermaster Model Update	6,552	67,596	(61,044)	9.7%
6906.21 · State of the Basin Report	27,902	195,188	(167,286)	14.3%
6906 · OBMP Engineering Services - Other	41,797	51,440	(9,643)	81.3%
Total 6906 · OBMP Engineering Services	76,251	314,224	(237,973)	24.3%
6907 · OBMP Legal Fees				
6907.31 · Archibald South Plume	-	12,565	(12,565)	0.0%
6907.32 · Chino Airport Plume	-	12,565	(12,565)	0.0%
6907.33 · Desalter/Hydraulic Control	-	38,680	(38,680)	0.0%
6907.34 · Santa Ana River Water Rights	370	21,405	(21,035)	1.7%
6907.36 · Santa Ana River Habitat	-	31,280	(31,280)	0.0%
6907.38 · Reg. Water Quality Cntrl Board	284	63,200	(62,916)	0.4%
6907.39 · Recharge Master Plan	68,437	14,270	54,167	479.6%
6907.41 · Prado Basin Habitat Sustainability	-	10,290	(10,290)	0.0%
6907.44 · SGMA Compliance	284	10,290	(10,006)	2.8%
6907.45 · OBMP Update	-	177,240	(177,240)	0.0%
6907.47 · 2020 Safe Yield Reset	32,273	80,190	(47,917)	40.2%
6907.48 · Ely Basin Investigation	5,142	64,890	(59,748)	7.9%
6907.49 · San Sevaine Basin Discharge	-	110,080	(110,080)	0.0%
6907.90 · WM Legal Counsel - Unanticipated	-	38,885	(38,885)	0.0%
Total 6907 · OBMP Legal Fees	106,789	685,830	(579,041)	15.6%
6909 · OBMP Other Expenses				
6909.6 · OBMP Expenses - Miscellaneous	-	3,540	(3,540)	0.0%
Total 6909 · OBMP Other Expenses	1,086	3,540	(2,454)	30.7%
Total 6900 · Optimum Basin Mgmt Plan	\$ 322,415	\$ 1,437,940	\$ (1,115,525)	22.4%



Chino Basin Watermaster

Monthly Variance Report & Supplemental Schedules

For the period July 1, 2024 to December 31, 2024

(Unaudited)

Judgment Administration

The following table details the Year-To-Date (YTD) Actual Judgment Administration costs compared to the FY 24 adopted budget. The “\$ Over Budget” and the “% of Budget” columns are a comparison of the YTD actual to the annual budget. As of December 31st, the target budget percentage is generally 50%.

	Year to Date Actual	FY 24-25 Budget	\$ Over / (Under) Budget	% of Budget
5901 · Admin-WM Staff				
5901.1 · Admin-Doc. Review-WM Staff	\$ 34,220	\$ 93,860	\$ (59,640)	36.5%
5901.3 · Admin-Field Work-WM Staff	1,716	11,860	(10,144)	14.5%
5901.5 · Admin-General-WM Staff	5,559	81,090	(75,531)	6.9%
5901.7 · Admin-Meeting-WM Staff	16,528	39,710	(23,182)	41.6%
5901.8 · Admin-Meeting - West Yost	-	37,066	(37,066)	0.0%
5901.9 · Admin-Reporting-WM Staff	2,644	13,890	(11,246)	19.0%
Total 5901 · Admin-WM Staff	60,666	277,476	(216,810)	21.9%
5900 · Judgment Admin Other Expenses				
5906.71 · Admin-Data Req-CBWM Staff	38,038	101,048	(63,010)	37.6%
5906.72 · Admin-Data Req-Non CBWM Staff	30,981	37,008	(6,028)	83.7%
5910 · Court Coordination/Attend-WM	3,201	16,970	(13,769)	18.9%
5911 · Exhibit G-WM Staff	775	6,400	(5,625)	12.1%
5921 · Production Monitoring-WM Staff	60	5,440	(5,380)	1.1%
5925 · Ag Prod & Estimation-West Yost	14,807	31,096	(16,289)	47.6%
5931 · Recharge Applications-WM Staff	1,658	-	1,658	100.0%
5935 · Admin-Mat'l Phy Inj Requests	1,488	39,459	(37,972)	3.8%
5941 · Reporting-WM Staff	1,333	2,140	(807)	62.3%
5945 · WM Annual Report Prep-West Yost	12,659	16,924	(4,266)	74.8%
5951 · Rules & Regs-WM Staff	-	11,260	(11,260)	0.0%
5961 · Safe Yield-WM Staff	24,175	9,510	14,665	254.2%
5965 · Support Data Collect-West Yost	-	39,659	(39,659)	0.0%
5971 · Storage Agreements-WM Staff	2,644	13,000	(10,356)	20.3%
5981 · Water Acct/Database-WM Staff	48,492	108,290	(59,798)	44.8%
5991 · Water Transactions-WM Staff	4,703	5,330	(627)	88.2%
Total 5900 · Judgment Admin Other Expenses	185,013	443,534	(258,521)	41.7%
Total 5900 · Judgment Administration	\$ 245,679	\$ 721,010	\$ (475,331)	34.1%

Proclamation

IN RECOGNITION OF THE HISTORY AND CONTRIBUTIONS OF THE CUCAMONGA VALLEY WATER DISTRICT SPANNING 70 YEARS

WHEREAS, in the early 1950's the local leaders of the Cucamonga Valley region saw the need and had a vision to develop a reliable source of supply to provide for the needs of both agricultural and urban water customers, and

WHEREAS, on March 1, 1955 an election was held within the territory of the proposed District which favored incorporating the Cucamonga Valley Water District, and

WHEREAS, the first Board Meeting of the Cucamonga Valley Water District was held on March 25, 1955, and

WHEREAS, over the past 70 years the Cucamonga Valley Water District has provided *Service Beyond Expectation* to its customers, and

WHEREAS, the Cucamonga Valley Water District continues to uphold its timeless mission to provide safe and reliable water and wastewater service while practicing good stewardship of natural and financial resources, and

WHEREAS, the Cucamonga Valley Water District is recognized both regionally and statewide for its innovative technologies and leadership in the water and wastewater industries, and

WHEREAS, the Cucamonga Valley Water District is a proactive partner in the management of the Chino Basin and the implementation of its Optimum Basin Management Program

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The **Chino Basin Watermaster** recognizes Cucamonga Valley Water District for its lasting contributions and partnership to the growth and development of the Chino Groundwater Basin.
2. The **Chino Basin Watermaster** expresses its best wishes for the continued success of the Cucamonga Valley Water District.

CHINO BASIN WATERMASTER

(JAMES V. CURATALO)
Chair of the Watermaster Board

(JEFFREY L. PIERSON)
Vice-Chair of the Watermaster Board

ADOPTED this 27th day of February, 2025



CHINO BASIN WATERMASTER

9641 San Bernardino Road, Rancho Cucamonga, CA 91730
909.484.3888 www.cbwm.org

STAFF REPORT

DATE: February 27, 2025
TO: Board Members
SUBJECT: Calculation of Excess Cash Reserves Based on Operating Cash Reserve Policy 4.17 (Business Item II.A.)

Issue: To review the calculation of excess operating cash reserves prepared by Watermaster staff in accordance with Watermaster Policy 4.17. [Normal Course of Business]

Recommendation: Approve deferring the refund of excess cash reserves in accordance with Watermaster Policy 4.17 until the FY 25-26 budget process is completed.

Financial Impact: Based on the attached schedule, a proposed amount of \$1,374,166.74 in excess cash reserves is calculated for the fiscal year ended June 30, 2024. The amount could increase depending on the total amount of Special Assessment Pool Fund balances deemed necessary by the Pools.

ACTIONS:

Appropriative Pool – February 13, 2025 [Final]: Defer the refund of excess cash reserves until budget process is completed

Non-Agricultural Pool – February 13, 2025 [Final]: Same as above

Agricultural Pool – February 13, 2025 [Final]: Same as above

Advisory Committee – February 20, 2025 [Final]: Recommend Board to defer the refund of excess cash reserves until the FY 25-26 budget process is completed.

Watermaster Board – February 27, 2025 [Recommended]: Approve deferring the refund of excess cash reserves until the FY 25-26 budget process is completed.

BACKGROUND

The methodology for the calculation of excess cash reserves was established by Board approval of Watermaster Policy 4.17 (Policy) on March 22, 2012.

Per the staff report on that date, the practice of establishing an operating cash reserve began in fiscal year 1980/81. It was established and changed over the years as follows:

• Fiscal Year 1980/81	25% Operating Cash Reserve
• Fiscal Year 1993/94	33% Operating Cash Reserve
• Fiscal Year 2001/02	33% Operating Cash Reserve + 33% General and Administrative Exp Reserve + 15% Budgeted OBMP & Project Exp Reserve
• Fiscal Year 2006/07	33% Operating Cash Reserve + 30% General and Administrative Exp Reserve + 30% Budgeted OBMP & Project Exp Reserve

The Policy was subsequently changed and codified in its current version. The methodology includes a six-month Working Capital Reserve plus a 10 percent Administrative Operating Reserve and a 15 percent OBMP/Project Operating Reserve. In addition, it provides a method for carryover expenses, Recharge Improvement Debt Payments, over-production replenishment obligations, and return of excess cash reserves.

DISCUSSION

The issue of the calculation of excess cash reserves is brought before the three Watermaster Pools for advice and assistance since Watermaster-held funds include both production-based assessments, paid by the Appropriative and Overlying Non-Agricultural Pools and Special Assessments of those Pools in addition to the Overlying Agricultural Pool. Watermaster staff has conducted a detailed review of the necessary elements of the calculation to ensure compliance with the methodology detailed in the Policy as well as to identify other pertinent elements not addressed in the Policy which is important to bring to the attention of the Watermaster parties before final credits are issued. Section 4.17.10 (Return of Excess Cash Reserves) of the Policy states:

During the Assessment process, normally conducted in November, Watermaster staff will determine if any Excess Cash Reserves exist (excluding any amounts pertaining to the Recharge Improvement Debt Payments). If Excess Cash Reserves exist, these funds will be distributed to the parties as a credit on the Assessment invoice. The distribution of Excess Cash Reserves will be based upon the percentage of Total Assessment dollars paid by each party against the Total Assessments Paid. For example, if a party paid 3 percent of the Total Assessment dollars, they would receive a 3 percent portion of the available Excess Cash Reserve.

A new practice for the Policy’s annual determination of Excess Cash Reserves is presented in the documentation attached to this report. It includes presenting the calculation of Excess Cash Reserves along with detailed supporting schedules for the major elements of the calculation to all the Pools. Those sections include Operating Cash Reserve Policy Requirements, Pool Special Assessment Fund Balances and Carryover Budget Detail. It is important for all parties to understand how “Excess Cash Reserves” are determined and allow the Pools to provide direction relating to Pool Special Assessment funds and Carryover Budget which is finalized after the fiscal year-end audit.

The Policy is also attached to provide parties an opportunity to provide feedback and consider whether elements of the Policy should be updated. If the Determination of Excess Cash Reserves (Attachment 3) is acceptable to the Pools, the Policy should be updated to address elements such as the handling of Watermaster liabilities (Accounts Payable, compensated absences), Pool Special Assessment Funds, and funding the Carryover Budget.

In the Determination of Excess Cash Reserves (Attachment 3), two sections are identified to separate funds being held by Watermaster. The first section titled, "Restricted Funds", accounts for the Special Assessments of each Pool. These are not eligible for general Watermaster administrative or project expenses and are only used based on the approval and direction of the Pools. The second section titled, "Designated Funds", accounts for funds needed to supplement the approved budget. These funds represent a "carryover" from the approved funding of the prior year and categorized into four sections. A detailed report of the Carryover Budget is provided (Attachment 6) for full transparency. Receiving concurrence and approval by the Advisory Committee and Board of the Carryover Budget will provide an audit trail for the amended fiscal year budget since the final carryover amounts were not available at the time of Watermaster's budget adoption in May of 2024.

The Carryover Budget (Attachment 6) was discussed at the Pool meetings held on January 9th, 2025. It was suggested at the meeting that the status of projects related to Capital improvements be discussed at the then upcoming Recharge Investigations and Project Committee (RIPComm) meeting.

The RIPComm meeting was held on January 16th, 2025 and the status of relevant projects to the Committee were discussed. The project and status are:

- Meter Installation (7540 and 7545) – Carryover amount will be used this fiscal year since a new meter vendor has been contracted and project is underway.
- Comprehensive Recharge Program (7202.2) – Funds have already been expended as part of the Board's request for Recharge Projects to be Grant-ready, and O&M project engineering for potential future capital projects. The Task Order will be closed out and any remaining funds will be presented during the annual budget process.
- Upper Santa Ana River HCP, Task Order #7 (7690.7) – This project is part of a regional plan with other proposed projects with the Upper Santa Ana River Region aimed to identify in advance sites that may require biological offset or mitigation and avoid permitting delays of future Recharge Master Plan projects. While the development of the Plan is still ongoing, the initial number of participants and scale of the project have evolved significantly. It is therefore recommended that the Task Order be closed and the remaining funds of \$20,062.88 be made available for refund or transfer.
- Lower Day Basin RMPU (7690.8) – The end of 2024 coincides with the end of the warranty period for the Lower Day Basin, and it was recommended to begin closing out Task Order #2 and the remaining funds of \$238,646.90 be made available for refund or transfer.
- Jurupa Basin Berm and Trash Boom (7690.23) – These projects are still in the works. They have been delayed due to the usage of the Basin for the stormwater capture.
- Jurupa Basin Ramp (7690.24) – This cost was absorbed into the O&M budget and has been completed. The carryover funds of \$102,000 are available for refund or transfer.
- Funds on Hold for Projects/Refund (7690.9) – These funds were kept on hold from the San Sevaine Basin Project by action of the Board on June 24, 2021 to cover any costs that may occur during the project's warranty period. These funds of \$200,000 can be made available for refund or transfer.

The total amount of project funds above which are no longer required for project completion are \$560,709.78.

The total excess cash reserves for all funds (1,374,166.74) are presented in Attachment 3. Each Pool is requested to provide advice and assistance to Watermaster for the funds in the purview of each respective Pool to develop a final recommendation to the Advisory Committee and Board.

The Appropriative Pool has asked Watermaster to include an option to apply all excess cash reserves, attributable to the Appropriative Pool, to fund a portion of the remaining project costs for Project 23(a)

[Wineville-Jurupa-RP3] recharge project. This budget amendment can be done at the direction of the Pool.

ATTACHMENTS

1. Watermaster Policy 4.17
2. Watermaster Assessment Package page 22.1 (Assessment Year 2024-2025)
3. Determination of Excess Cash Reserves (Draft)
4. Operating Cash Reserve Policy Requirements
5. Pool Special Assessment Fund Balances 6/30/2024
6. Carryover Budget Fiscal Year 2024/25

Chino Basin Watermaster			
WATERMASTER POLICY			
Subject	Policy Number	Date Adopted	Date Revised
OPERATING CASH RESERVE POLICY	4.17	03/22/2012	

Purpose

4.17.1 The purpose of this policy is to establish an Operating Cash Reserve Policy for Chino Basin Watermaster.

Background

4.17.2 The annual Watermaster budget begins on July 1 each year but the Assessments are not often collected until December. Watermaster’s main source of operating income is derived from the annual Assessments. There is a need to carry Cash Flow Reserves at the beginning of each fiscal year.

The Watermaster budget is approved before the end of the fiscal year. Watermaster Assessments are collected annually to fund Watermaster operations based upon the “Approved” Watermaster budget. There is no contingency provision provided for in the Watermaster budget. There is no mechanism or process to fund for any unanticipated expenses or projects. To provide a funding source for unanticipated expenses, Watermaster historically has maintained Operating Cash Reserves to cover these unexpected expenses.

Policy

4.17.3 **Working Capital Cash Reserve:** Watermaster will maintain a Working Capital Reserve amount at the beginning of each fiscal year equal to six months of the annual budget to ensure that Watermaster can meet its budgeted financial obligations. The required Working Capital Reserve amount will be based upon the current “Approved” fiscal year budget. In the event that the annual budget has not been approved, the Working Capital Reserve amount will be based upon the previous fiscal year’s “Approved” budget plus ten percent.

4.17.4 **Operating Cash Reserve – Administrative:** During the budget process, Watermaster shall provide for an Operating Cash Reserve of 10 percent of the “Proposed” General Administrative (GA) fiscal year budget.

4.17.5 Operating Cash Reserve – OPBM/Projects: During the budget process, Watermaster shall provide for an Operating Cash Reserve of 15 percent of the “Proposed” Optimum Basin Management Program (OBMP) and Project (Project) fiscal year budget.

4.17.6 Carry-over Expenses: During the budget process, Watermaster may need to carryover unfinished capital projects or related expenses from one fiscal year to the next. These expenses will be included in the next year’s budget. However, because these unfinished capital projects or related expenses have been previously funded from the Assessment process, they will be excluded from the next Assessment. They will also be excluded from the Operating Cash Reserve calculations in Sections 4.17.4 and 4.17.5 listed above. Any such carryover of funds from one fiscal year to the next will be brought to the attention of the parties during the normal budget process.

If the carryover unfinished capital projects and related expenses are greater than what was previously funded, the difference shall be included as part of the “Proposed” budget or by use of the appropriate Operating Cash Reserve.

4.17.7 Recharge Improvement Debt Payments: As part of the Watermaster budget process, Watermaster staff will determine if any adjustments (increase or decrease) to the Recharge Improvement Debt Payments are required. If the previous year’s Recharge Improvement Debt Payment assessment amount is higher than the actual previous year’s expenses, a decrease in the expense category will be processed for the current budget. If the previous year’s Recharge Improvement Debt Payment assessment amount is lower than the previous year’s actual expenses, an increase in the expense category will be processed.

4.17.8 Overproduction Replenishment Funds: As part of the Watermaster annual Assessment process, overproducers are charged an amount equal to their overproduction to replenish the supply of water. Watermaster will use these funds to purchase water whenever water is available. Watermaster will maintain a Replenishment Water Reserve for these funds. These funds will be maintained on a case by case, unit value basis for each overproducer. Any purchase of Replenishment Water made from these funds will offset the oldest overproduction first. After purchase of Replenishment Water, any excess funds will be returned on a case by case unit cost basis. When Replenishment Water is available, if the cost is greater than the amount on hand for that purchase, a “Special Assessment” or other authorized sources of funding to the applicable overproducer will be processed to fund the purchase of Replenishment

Water. Other authorized sources of funding may include pre-paid deposits, advanced payments or billing/invoice to individual parties from Watermaster.

4.17.9 Unanticipated Project/Programs: Watermaster currently does not maintain an Operating Cash Reserve for future or unanticipated Projects/Programs. If and when unanticipated Projects/Programs occur, a “Special Assessment” or other authorized sources of funding to the applicable parties will be processed to fund the unanticipated expenses. Other authorized sources of funding may include pre-paid deposits, advanced payments or billing/invoice to individual parties from Watermaster.

4.17.10 Return of Excess Cash Reserves: During the Assessment process, normally conducted in November, Watermaster staff will determine if any Excess Cash Reserves exist (excluding any amounts pertaining to the Recharge Improvement Debt Payments). If Excess Cash Reserves exist, these funds will be distributed to the parties as a credit on the Assessment invoice. The distribution of Excess Cash Reserves will be based upon the percentage of Total Assessment dollars paid by each party against the Total Assessments Paid. For example, if a party paid 3 percent of the Total Assessment dollars, they would receive a 3 percent portion of the available Excess Cash Reserve credit.



Assessment Year 2024-2025 (Production Year 2023-2024)

Assessment Calculation - Projected (Includes "10% Judgment Administration and 15% OBMP & Program Elements 1-9 Operating Reserves")

PRODUCTION BASIS

2022/2023 Production and Exchanges in Acre-Feet (Actuals)

2023/2024 Production and Exchanges in Acre-Feet (Actuals)¹

BUDGET

Judgment Administration ^{2,3}

OBMP & Program Elements 1-9 ²

Judgment Administration, OBMP & PE 1-9 Assessments

TOTAL BUDGET

Less: Budgeted Interest Income

Less: Contributions from Outside Agencies

Subtotal: CASH DEMAND

Add: OPERATING RESERVE

Judgment Administration (10%)

OBMP & PE 1-9 (15%)

Subtotal: OPERATING RESERVE

Less: Cash Balance on Hand Available for Assessments ⁴

FUNDS REQUIRED TO BE ASSESSED

Proposed Assessments

Judgment Administration, OBMP & PE 1-9 Assessments (Minimum \$5.00 Per Producer)

Grand Total

Prior Year Assessments, (Actuals) Information Only

Grand Total

Variance Between Proposed Assessments and Prior Year Assessments

Grand Total

Estimated Assessment as of "Approved" Budget May 23, 2024, Information Only

Grand Total

FY 2023/24 Budget ⁵	FY 2024/25 Budget	ASSESSMENT	APPROPRIATIVE POOL		AGRICULTURAL POOL		NON-AG POOL	
		86,865.190	66,788.048	76.887%	17,082.226	19.665%	2,994.916	3.448%
		77,415.609	56,820.238	73.396%	17,716.582	22.885%	2,878.789	3.719%
			Judgment Administration	OBMP & PE 1-9	Judgment Administration	OBMP & PE 1-9	Judgment Administration	OBMP & PE 1-9
\$3,681,911	\$3,321,620	\$3,321,620	\$2,437,948		\$760,153		\$123,518	
\$5,283,151	\$6,408,960	\$6,408,960		\$4,703,943		\$1,466,692		\$238,325
\$8,965,062	\$9,730,580	\$9,730,580	\$2,437,948	\$4,703,943	\$760,153	\$1,466,692	\$123,518	\$238,325
		\$9,730,580	\$2,437,948	\$4,703,943	\$760,153	\$1,466,692	\$123,518	\$238,325
(\$312,500)	(\$478,500)	(\$478,500)		(\$351,202)		(\$109,505)		(\$17,794)
(\$186,412)	(\$191,070)	(\$191,070)		(\$140,238)		(\$43,726)		(\$7,105)
\$8,466,150	\$9,061,010	\$9,061,010	\$2,437,948	\$4,212,503	\$760,153	\$1,313,461	\$123,518	\$213,426
\$368,191	\$332,162	\$332,162	\$243,795		\$76,015		\$12,352	
\$792,473	\$961,344	\$961,344		\$705,591		\$220,004		\$35,749
\$1,160,664	\$1,293,506	\$1,293,506	\$243,795	\$705,591	\$76,015	\$220,004	\$12,352	\$35,749
(\$1,160,664)	(\$1,293,506)	(\$1,293,506)	(\$243,795)	(\$705,591)	(\$76,015)	(\$220,004)	(\$12,352)	(\$35,749)
\$8,466,150	\$9,061,010	\$9,061,010	\$2,437,948	\$4,212,503	\$760,153	\$1,313,461	\$123,518	\$213,426
	[A]	Per Acre-Foot	\$42.91	\$74.14	\$42.91	\$74.14	\$42.91	\$74.14
				\$117.05		\$117.05		\$117.05
	[B]	Per Acre-Foot	\$42.39	\$55.08	\$42.39	\$55.08	\$42.39	\$55.08
				\$97.47		\$97.47		\$97.47
	[A] - [B]		\$0.52	\$19.06	\$0.52	\$19.06	\$0.52	\$19.06
				\$19.58		\$19.57		\$19.57
			\$35.09	\$60.63	\$35.09	\$60.63	\$35.09	\$60.63
				\$95.72		\$95.72		\$95.72

Notes:

¹ Due to the timing of when the Budget and the Assessment Package are prepared, actual production numbers on this page may differ from the Budget depending on any last minute corrections during the Assessment Package preparation process.

² Total costs are allocated to Pools by actual production percentages. Does not include Recharge Debt Payment, Recharge Improvement Projects, Replenishment Water Purchases, or RTS charges.

³ Judgment Administration excludes OAP, AP, and ONAP specific legal services, meeting compensation, or Special Funds. These items invoiced separately on the Assessment invoices.

⁴ June 30th fund balance (estimated) less funds required for Operating Reserves, Agricultural Pool Reserves, and Carryover replenishment obligations.

⁵ The previous fiscal year's budget numbers are from the previously approved Assessment Package and does not reflect numbers from any amended budget that may have followed.



**Chino Basin Watermaster
Determination of Excess Cash Reserves
(Draft)**

	<u>June 30, 2024</u>	
Cash Balances		
Petty Cash	\$ 301.82	
BofA Checking Account	610,770.23	
Trust Account - County of SB	-	
CLASS Account	10,449,837.01	
LAIF Account (Including Fair Market Value Adj.)	<u>633,859.31</u>	\$ 11,694,768.37
Less: Current Liabilities		
Accounts Payable	\$ (667,236.76)	
Payroll Liabilities - Vacation/Sick/Comp	<u>(155,699.76)</u>	<u>(822,936.52)</u>
Net Cash Balance		\$ 10,871,831.85
Reserve Policy Requirements		
<u>Restricted Reserves:</u>		
Six (6) Months Working Capital - Reserve	\$ (5,251,675.00)	
10% Judgment Admin - Reserve	(332,162.00)	
15% OBMP and PE 1-9 - Reserve	<u>(961,344.00)</u>	<u>(6,545,181.00)</u>
Net Cash Balance Required per Policy		\$ 4,326,650.85
Restricted Funds		
<u>Pool Special Assessment Fund Balances:</u>		
Agricultural Pool Special Fund	\$ (818,112.17)	
Non-Agricultural Pool - Legal Services	\$ (63,483.09)	
Non-Agricultural Pool - Meeting Compensation	<u>(2,250.00)</u>	\$ (65,733.09)
Appropriative Pool - Held for Agricultural Pool - Legal Services	\$ (388,647.51)	
Appropriative Pool - Held for Agricultural Pool - Mtg. Attendance Compensation	(17,694.65)	
Appropriative Pool - Held for Agricultural Pool - Special Project Funding	(51,643.00)	
Appropriative Pool - Legal Services	9,472.87	
Appropriative Pool - Consultant Services	<u>(20,577.61)</u>	\$ (469,089.90) \$ (1,352,935.16)
Appropriative Pool - TOA Settlement Agreement Invoice (6/17/22) billed twice		(75,868.00)
<u>Groundwater Replenishment Funds Collected:</u>		\$ (180,234.43)
<u>Reimbursements and Refunds Due at Assessment Invoicing:</u>		
Debt Service Refund - FY 2021/22	\$ (145,043.00)	
Debt Service Refund - FY 2022/23	<u>(18,441.00)</u>	\$ (163,484.00)
Designated Funds		
<u>Carryover Budget:</u>		
Administration	\$ (10,037.93)	
OBMP	(357,050.00)	
Engineering	(454,874.59)	
Projects	(918,709.78)	
Projects Available for Refund	<u>560,709.78</u>	\$ (1,179,962.52)
<u>Other:</u>		
Refund Reserve Used by AP for Ag Legal	\$ (102,557.12)	
Refund Reserve Used by AP for Ag Legal included above	<u>102,557.12</u>	\$ -
Net Cash in Excess/(Shortfall)		<u>\$ 1,374,166.74</u>

**Chino Basin Watermaster
Operating Cash Reserve Policy Requirements**

ATTACHMENT 4

	FY 2023/24 Approved Budget	FY 2024/25 Approved Budget	Reserve Policy %	Reserve Policy \$ Amount
Revenue				
Administration Revenue				
Local Agency Subsidies	186,412	191,070		
Admin Assessments-Appropriative Pool	8,886,164	9,521,030		
Admin Assessments-Non-Ag Pool	428,750	312,750		
Total Administration Revenue	9,501,327	10,024,850		
Other Revenue				
Interest Income	312,500	478,500		
Miscellaneous Income	-	-		
Total Other Revenue	312,500	478,500		
Total Revenue	9,813,827	10,503,350		
Expenses				
Judgment Administration Expense				
Judgment Administration Costs	728,726	721,010		
Administration Salary Costs	1,413,610	1,032,120		
Office Building Expense	208,510	234,470		
Office Supplies & Equip.	46,950	56,390		
Postage and Printing Costs	33,806	32,950		
Information Services	199,818	232,530		
WM Special Contract Services	60,200	111,460		
Watermaster Legal Services	565,964	414,060		
Insurance Expense	50,468	50,950		
Dues and Subscriptions	40,027	25,900		
Field Supplies & Equipment	3,200	3,200		
Travel and Transportation	29,570	104,960		
Conferences and Seminars	50,400	49,370		
Advisory Committee Expenses	105,823	134,130		
Watermaster Board Expenses	256,601	288,290		
Appropriative Pool Administration	112,173	125,500		
Agricultural Pool Administration	108,700	124,220		
Non-Agricultural Pool Administration	108,194	120,940		
Allocated Administration Expenses	(440,829)	(540,830)		
Total Judgment Administration Expenses	3,681,911	3,321,620	10%	332,162.0
OBMP Expenses & Program Elements 1-9				
Optimum Basin Mgmt Program	1,066,497	1,437,940	15%	215,691.00
Groundwater Level Monitoring	456,925	585,050	15%	87,757.50
OBMP Pgm Element 2 - Comp Recharge	1,414,773	1,774,300	15%	266,145.00
OBMP Pgm Element 3 & 5 - Water Supply Plan	84,677	122,010	15%	18,301.50
OBMP Pgm Element 4 - Mgmt Zone Strategies	512,434	412,400	15%	61,860.00
OBMP Pgm Element 6 & 7 - Coop Efforts/Salt Mgmt	673,924	669,380	15%	100,407.00
OBMP Pgm Element 8 & 9 Storage Mgmt/Conj Use	633,092	867,050	15%	130,057.50
Recharge Improvement Debt & Projects	848,765	772,770	0%	N/A
Allocated Administration Expenses - OBMP	222,160	232,750	15%	34,912.50
Allocated Administration Expenses - PE 1-9	218,669	308,080	15%	46,212.00
Total OBMP Program Elements 1-9	6,131,916	7,181,730		961,344.00
Total Expenses	9,813,827	10,503,350		5,251,675
Net Income/(Loss)	-	-		

**Chino Basin Watermaster
Pool Special Assessment Fund Balances 6/30/24**

Fund Balance for Agricultural Pool Account 8467 - Legal Services (Held by AP)	
Beginning Balance July 1, 2023:	\$ 41,675.63
Additions:	
Payments received on AP Pool Assessment invoices issued 10/30/23	250,000.00
Ag Pool Legal invoices issued Sep. 9 2022 for \$250,000	
Ag Pool Legal invoices issued Apr. 20 2023 for \$100,000	
Settlement Agreement Payments	262,832.38
Total Additions:	<u>512,832.38</u>
Reductions:	
Invoices paid July 2023 - June 2024	(165,860.50)
Subtotal Reductions:	<u>(165,860.50)</u>
Available Fund Balance as of June 30, 2024	<u>\$ 388,647.51</u>

Agricultural Pool Reserve Funds As shown on the Combining Schedules	
Beginning Balance July 1, 2023:	\$ 612,103.32
Additions:	
YTD Interest earned on Ag Pool Funds FY 24	61,738.14
Transfer of Funds from AP to Special Fund for Legal Service Invoices	165,860.50
Payments received on FY 24 Ag Pool invoices issues Sep. 9, 2022	102,245.10
Payments received on FY 24 Ag Pool invoices issues Apr. 20, 2023	42,025.61
Settlement Agreement Payments	
Total Additions:	<u>371,869.35</u>
Reductions:	
Legal service invoices paid July 2023 - June 2024	(165,860.50)
Total Reductions	<u>(165,860.50)</u>
Agricultural Pool Reserve Funds Balance as of June 30, 2024:	<u>\$ 818,112.17</u>

Fund Balance For Agricultural Pool Account 8470 - Meeting Compensation (Held by AP)	
Beginning Balance July 1, 2023:	\$ 950.98
Additions:	
Payments received on AP Pool Assessment invoices issued 10/30/23	50,000.00
Budget Transfers ¹	10,993.67
Subtotal Additions:	<u>60,993.67</u>
Reductions:	
Compensation paid July 2023 - June 2024	(44,250.00)
Subtotal Reductions:	<u>(44,250.00)</u>
Available Fund Balance as of June 30, 2024	<u>\$ 17,694.65</u>

Fund Balance For Agricultural Pool Account 8471 - Special Projects (Held by AP)	
Beginning Balance July 1, 2023:	\$ 10,993.67
Additions:	
Payments received on AP Pool Assessment invoices issued 10/30/23	61,000.00
Subtotal Additions:	<u>61,000.00</u>
Reductions:	
Invoices paid July 2023 - June 2024	(9,357.00)
Budget Transfers ¹	(10,993.67)
Subtotal Reductions:	<u>(20,350.67)</u>
Available Fund Balance as of June 30, 2024	<u>\$ 51,643.00</u>

¹Per action taken at September pool committee meeting.

¹Per action taken at September pool committee meeting.

Fund Balance For Non-Agricultural Pool Account 8567 - Legal Services	
Beginning Balance July 1, 2023:	\$ 56,965.90
Additions:	
Interest Earnings	2,987.69
Payments received on ONAP Assessment invoices issued 11/18/23	25,000.00
Subtotal Additions:	<u>27,987.69</u>
Reductions:	
Invoices paid July 2023 - June 2024	(19,470.50)
Budget Transfers	(2,000.00)
Subtotal Reductions:	<u>(21,470.50)</u>
Available Fund Balance as of June 30, 2024	<u>\$ 63,483.09</u>

Fund Balance For Appropriative Pool Account 8367 - Legal Services	
Beginning Balance July 1, 2023:	\$ (12,415.36)
Additions:	
Interest Earnings	18,688.18
Payments received on AP Pool Assessment invoices issued 10/30/23	178,107.17
Subtotal Additions:	<u>196,795.35</u>
Reductions:	
Invoices paid July 2023 - June 2024	(193,852.86)
Subtotal Reductions:	<u>(193,852.86)</u>
Available Fund Balance as of June 30, 2024	<u>\$ (9,472.87)</u>

Chino Basin Watermaster
Pool Special Assessment Fund Balances 6/30/24

Fund Balance For Non-Agricultural Pool Account 8511 - Meeting Compensation	Fund Balance For Appropriative Pool Account 8368 - Tom Harder Contract
Beginning Balance July 1, 2020:	\$ 875.00
Additions:	
Payments received on ONAP Assessment invoices issued 11/18/23	6,000.00
Budget Transfers	2,000.00
Subtotal Additions:	8,000.00
Reductions:	
Compensation paid July 2023 - June 2024	(6,625.00)
Subtotal Reductions:	(6,625.00)
Available Fund Balance as of June 30, 2024	\$ 2,250.00
Beginning Balance July 1, 2023:	\$ -
Additions:	
Interest Earnings	-
Payments received on AP Pool Assessment invoices issued 10/30/23	20,577.61
Subtotal Additions:	20,577.61
Reductions:	
Invoices paid July 2023 - June 2024	-
Subtotal Reductions:	-
Available Fund Balance as of June 30, 2024	\$ 20,577.61

**Chino Basin Watermaster
Carryover Budget Fiscal Year 2024/25**

ATTACHMENT 6

Description	Amount	Account	Fiscal Year	Type
Other Office Equipment - Boardroom Upgrades	\$ 10,037.93	6038	FY 2020/21	ADMIN
Subtotal				\$ 10,037.93
Meter Installation - New Meter Installation	\$ 175,400.00	7540	FY 2018/19	OBMP
Meter Installation - Calibration and Testing	181,650.00	7545	FY 2018/19	OBMP
Subtotal				\$ 357,050.00
Groundwater Level Monitoring Program (GLMP)	\$ 9,700.00	7104.3	FY 2023/24	ENG
GLMP: Setup and Maintenance of Monitoring Network - Contracted	10,000.00	7104.8	FY 2023/24	ENG
PE 2: Comprehensive Recharge Program	100,000.00	7202.2	FY 2023/24	ENG
PE4/MZ-1: Ground Level Monitoring and Reporting Program	100,000.00	7402	FY 2023/24	ENG
PE4/MZ-1: Subsidence Management Plan for Northwest MZ-1	143,000.00	7402.1	FY 2023/24	ENG
Groundwater Quality Monitoring and Reporting Program and as-needed Consulting	21,500.00	7502	FY 2023/24	ENG
Update IEUA's Recycled Water Permit and Water Salinity MP - IEUA Cost Share	20,752.00	7510	FY 2023/24	ENG
Prepare Surface Water Monitoring Work Plan for Chino Creek - IEUA Cost Share	8,500.00	7517	FY 2023/24	ENG
Support Implementation of the 2020 Storage Management Plan	25,000.00	7610	FY 2023/24	ENG
Support Implementation of the Safe Yield Court Order	16,422.59	7614	FY 2023/24	ENG
Subtotal				\$ 454,874.59
Upper Santa Ana River HCP (TO #7)	\$ 15,062.88	7690.7	FY 2014/15	PROJ *
Upper Santa Ana River HCP (TO #7)	5,000.00	7690.7	FY 2015/16	PROJ *
Lower Day Basin RMPU (TO #2)	238,646.90	7690.8	FY 2016/17	PROJ *
Jurupa Basin Berm & Trash Boom	358,000.00	7690.23	FY 2022/23	PROJ
Jurupa Basin Ramp	102,000.00	7690.24	FY 2023/24	PROJ *
Funds on Hold for Projects/Refund	200,000.00	7690.9	FY 2017/18	PROJ *
Subtotal				\$ 918,709.78
Balance at 7/31/24				<u>\$ 1,740,672.30</u>

**Funds available for refund or transfer, refer to staff report for additional project information.*

Recharge Investigation and Projects Committee (Project 23a Status) (Information Item IV.)

Project Status: Wineville/Jurupa/RP3 Basin Improvements

Budget:

- Authorized capital budget: \$28,846,016

Available Funding:

- \$15.4 M in SRF Loan at 0.55%
- \$10.8 M is State and Federal Grants

Progress:

- Construction with MNR is 95% completed (March 2025)
- Overall construction is 85% completed (March 2026)

Pending Completion:

- Electrical wiring
- Control Programming
- Rubber Dam
- Procuring and installation of Pumps

Current Activities:

- Installation of remaining 30-inch pipeline completed
 - Pressure testing on new pipeline passed
- Final electrical wiring nearing completion
 - Finalize installation and connection of electrical panel and new radio system
- Installation of Rubber Dam nearing completion
 - Completed all rubber dam air piping
 - Finished installation of rubber dam in the channel
 - Working on electrical wiring
- Procuring and installation of Pumps
 - Pre-qualified two suppliers
 - Waiting for initial pump submittals
 - See progress schedule for the pumps

Progress Schedule for the Pumps

TASK	PROGRESS	START	END
Prepare Solicitation Documents		06-Jun-24	11-Nov-24
Draft Documents	100%	06-Jun-24	22-Aug-24
Review Documents	100%	23-Aug-24	28-Aug-24
Finalize Documents	100%	29-Aug-24	11-Nov-24
Request for Qualification of Pump Suppliers		19-Nov-24	14-Jan-25
Enter into PlanetBids	100%	19-Nov-24	19-Nov-24
Solicitation (Q&A Period)	100%	20-Nov-24	12-Dec-24
Final Week of Solicitation for RFQ	100%	16-Dec-24	19-Dec-24
Close Solicitation for RFQ (milestone)	100%	19-Dec-24	19-Dec-24
Review Responses to the RFQ	100%	20-Dec-24	13-Jan-25
Notify Prequalified Suppliers (milestone)	100%	14-Jan-25	14-Jan-25
Request for Proposal of Prequalified Suppliers		14-Jan-25	14-May-25
Prequalified Supplier Draft Initial Submittal and Pricing	70%	14-Jan-25	13-Feb-25
Receive Initial Submittal (milestone)	0%	13-Feb-25	13-Feb-25
Review Initial Submittal	0%	13-Feb-25	27-Feb-25
Prequalified Supplier Draft Final Submittal	0%	28-Feb-25	21-Mar-25
Receive Final Submittal (milestone)	0%	21-Mar-25	21-Mar-25
IEUA Reviews Final Submittal to Decide Pump Supplier	0%	24-Mar-25	07-Apr-25
Board of Directors' Authorization of Purchase Order (milestone)	0%	14-May-25	14-May-25
Pump Fabrication/Installation/Testing/Close-out		15-May-25	12-Feb-26
Fabrication (22 weeks)	0%	15-May-25	16-Oct-25
Delivery	0%	16-Oct-25	30-Oct-25
Installation	0%	30-Oct-25	29-Dec-25
Testing	0%	29-Dec-25	29-Jan-26
Close Out	0%	29-Jan-26	12-Feb-26