



Byron-Bethany Irrigation District  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS

VIDEO CONFERENCE  
BOARD MEETING

Tuesday, November 22, 2022  
10:00 A.M.

DISTRICT HEADQUARTERS IN THE CHARLES SPATAFORE JR. AUDITORIUM  
7995 Bruns Road / Byron, California 94514-1625  
Telephone: 209-835-0375 / Facsimile: 209-835-2869

TIM MAGGIORE  
President  
Division III

LARRY ENOS, JR.  
Director  
Division I

MARK MAGGIORE  
Director  
Division II

AMANJIT SINGH SANDHU  
Director  
Division IV



CHARLES TUSO  
Director  
Division V

TOM PEREIRA  
Director  
Division VI

JACK ALVAREZ  
Director  
Division VII

EDWIN PATTONSON  
Assistant General Manager

## AGENDA

### Regular Meeting of the Board of Directors In Person or Video Conference Meeting November 22, 2022 10:00 AM

#### Call-in Information:

Meeting ID: Join Zoom Meeting

<https://us02web.zoom.us/j/8458078863>

Meeting ID: 845 807 8863

Call In Number

1-669-900-6833; 8458078863#

*The Board may act on any of the items listed on this agenda regardless of whether an item is described as an action item, a report, or an informational or discussion item. As provided under Government Code section 54954.3, subdivision (a), during a Regular Meeting members of the public may address the Board concerning any item on the agenda or on any matter within the jurisdiction of the Byron-Bethany Irrigation District by filling out a speaker request form, available at the Auditorium entrance, and submitting the speaker form to the District Secretary/General Manager. Comments will be taken during the "Public Comment" section of the agenda.*

*This facility complies with the Americans with Disabilities Act. If any special accommodations are needed for you to participate, please contact the District Secretary/General Manager as soon as possible.*

*Agendas, agenda-packet materials, and other supporting documents are available for inspection at the District headquarters. A fee will be charged for copies.*

*Food will be available for staff and Board members during the half-hour before the Board meeting. If Board members are present, they will not discuss District business.*

#### I. ROLL CALL

#### II. ADOPTION OF THE AGENDA

#### III. PUBLIC COMMENT (Please observe a two-minute time limit)

This section of the agenda is provided so that the public may express comments on any item on the agenda or on matters within the District's jurisdiction not listed on the agenda. Unless extended by the Board President, public comment is limited to no more than two (2) minutes per person, twenty (20) minutes total for all speakers. Board members may refer a matter to staff, or follow Board procedures to direct staff to place a matter of business on a future agenda.

**IV. CLOSED SESSION**

1. Conference with Legal Counsel regarding existing litigation pursuant to Government Code section 54956.9, subdivision (d)(1):
  - a. Update on Water Infrastructure Improvements for the Nation (WIIN) Act litigation:
    - i. *Center for Biological Diversity, et al. v. United States Bureau of Reclamation, et al.*, U.S. District Court for the Eastern District of California Case No. 1:20-cv-00706-JLT-EPG; and
    - ii. *North Coast Rivers Alliance, et al. v. United States Department of the Interior, et al.*, U.S. District Court for the Eastern District of California Case No. 1:16-cv-00307-JLT-SKO.
  - b. Update on 2021 and 2022 Curtailment Cases:
    - i. *Byron-Bethany Irrigation District v. California State Water Resources Control Board*, Santa Clara Superior Court Case No. 22CV402030 (Judicial Council Coordination Proceeding [JCCP] 5229) relating to matter originally filed as Contra Costa Superior Court Case No. MSN21-1942 (2021 case); and
    - ii. *Byron-Bethany Irrigation District v. California State Water Resources Control Board*, Santa Clara Superior Court Case No. 22CV402030 (JCCP 5229) relating to matter originally filed as Contra Costa Superior Court Case No. MSN22-1615 (2022 case).
  - c. Update on SWRCB's appeal of Sixth District Court of Appeal decision to the California Supreme Court: *California Water Curtailment Cases*, Sixth District Court of Appeal Case No. H047270.
2. Public employee performance evaluation under Government Code section 54957, subdivision (b)(1):
  - a. General Manager
  - b. Interim General Manager
  - c. Assistant General Manager

**V. CONSENT CALENDAR**

The following items are expected to be routine and non-controversial and can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any Director.

1. Approve meeting minutes from October 18, 2022 Regular Board meeting.
2. Accept Treasurer's Reports and Reconciliations for the month for October 2022.
3. Approve Check Registers for the month of October 2022.
4. Adopt Resolution authorizing remote teleconferences for Board meetings.
5. Adopt Resolution supporting East Contra Costa Groundwater Sustainability Association's Proposition 68 Grant Application.
6. Appoint Director and Alternate to Power & Water Resources Pooling Authority.

**VI. DISCUSSION/ACTION CALENDAR**

7. Financial Investment Presentation
8. Appoint and Remove Signatories to Oak Valley Community Bank
9. Audit for Calendar Year 2021 Update
10. Budget Planning for Calendar Year 2023
11. Appoint Secretary to Board of Directors pursuant to Water Code section 21376

12. Pump Station 2 Improvement Project Update
13. SCADA / PLC On Call Service Contract Extension

**VII. REPORTS / DIRECTOR COMMENTS**

Directors  
Assistant General Manager  
General Counsel

**VIII. ADJOURNMENT**



TIM MAGGIORE  
President  
Division III

LARRY ENOS, JR  
Director  
Division I

MARK MAGGIORE  
Director  
Division II

VACANT  
Division IV



CHARLES TUSO  
Director  
Division V

TOM PEREIRA  
Director  
Division VI

JACK ALVAREZ  
Vice President  
Division VII

RICK GILMORE  
General Manager  
Secretary

## MINUTE SUMMARY

Regular Meeting of the Board of Directors  
In Person or Video Conference Meeting  
Tuesday, October 18, 2022  
10:00 AM

### Call-in Information:

Meeting ID: Join Zoom Meeting  
<https://us02web.zoom.us/j/8458078863>  
Meeting ID: 845 807 8863  
Call In Number  
1-669-900-6833,,8458078863#

*CALL TO ORDER – ROLL CALL 10:09 a.m.*

### ADOPTION OF THE AGENDA

(M/S/C Pereira/Enos), Alvarez, Enos, M. Maggiore, T. Maggiore, Pereira, and Tusó; Absent: 0)

### *PUBLIC COMMENT (Please observe a three-minute time limit)*

This section of the agenda is provided so that the public may express comments on any item within the District's jurisdiction not listed on the agenda. Board members may refer a matter to staff, or follow Board procedures to direct staff to place a matter of business on a future agenda. The public may express comments on agenda items at the time of Board consideration.

### CONSENT CALENDAR

1. Approve meeting minute summary of September 20, 2022.
2. Accept Treasurer's Reports and Reconciliations for the months for September, 2022.
3. Approve Check Registers for the month of September, 2022.

(M/S/C Alvarez/Enos), Alvarez, Enos, M. Maggiore, T. Maggiore, Pereira, and Tusó; Absent: 0)

### DISCUSSION/ACTION CALENDAR

4. First Addendum to Agreement between City of Tracy and Byron-Bethany Irrigation District Authorizing Exclusive Right to Divert City of Tracy's Treated Wastewater Discharges to Old River.

(M/S/C, Alvarez/Enos) Alvarez, Enos, M. Maggiore, T. Maggiore, Pereira, and Tusó; Absent: 0)

**Directors**, several Directors, Alvarez, Pereira, T. Maggiore expressed an interest in extending the irrigation season beyond the 10/31/2022 date as they have been approached by various growers, and mainly alfalfa in the West Side Service Area and a couple of growers in the Byron-Bethany Service Area for trees. The District will collect information and make a decision, while advising growers that is will be out of season rate.

**General Manager,  
Assistant General Manager  
General Counsel**

Approved on November 22, 2022

Mr. Timothy Maggiore, President

### Directors Present:

### Staff/Consultants/Present

Kelley Geyer, Interim General Manager  
Ed Pattison, Assistant General Manager  
Michael Vergara, SSD Law  
Alyson Ackerman, SSD Law

**Rick Gilmore, General Manager**

BYRON BETHANY IRRIGATION DISTRICT  
Treasurer's Monthly Report of Investments as of October 2022  
Unaudited For Management Purposes Only

AGENDA ITEM NO: 2

Investment	Transfer Account (1010A)	Transfer Account (1010C)	Transfer Account (1010D)	Payroll Account (1011A)	Investment Acct (1003)	Investment Acct (1003A)	Investment Acct (1017)	Petty Cash (1080)	
Institution	CVCB Muni	OVCB Muni	OVCB Liquidity Plus	OVCB Payroll	LAIF	LAIF Construction	Comerica JPMorgan Chase	On-Hand	Total
Interest Rate	0.20%	0.100%	0.100%	0.100%	1.35%	1.35%	1.00%		
Maturity							04/30/29		
Portfolio							0.80%		0.80%
Beginning Balance	\$1,025,600.01	\$600,001.00	\$16,402,691.67	\$0.00	\$1,997,378.93	\$4,913,000.00	\$199,475.07	\$177.09	\$25,138,323.77
Activity	\$0.00	(\$717,406.78)	(\$435,812.59)	(\$109,955.20)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,263,174.57)
Deposits	\$174.21	\$717,405.78	\$153,568.35	\$109,955.20	\$0.00	\$0.00	\$0.00	\$22.91	\$981,126.45
<b>CLOSING BALANCE</b>	<b>\$1,025,774.22</b>	<b>\$600,000.00</b>	<b>\$16,120,447.43</b>	<b>\$0.00</b>	<b>\$1,997,378.93</b>	<b>\$4,913,000.00</b>	<b>\$199,475.07</b>	<b>\$200.00</b>	<b>\$24,856,275.65</b>
<b>RESERVES</b>									
								Account Code	Total
The above investments include the following Reserves:									
Insurance/SIR Reserve								GL 3103	\$105,000.00
Rolling Stock Replacement Reserve								GL 3105	\$100,000.00
Construction Equipment Replacement Reserve								GL 3106	\$100,000.00
Groundwater Management Program								GL 3107	\$200,000.00
OME & GA Reserve								GL 3110	\$2,933,249.64
Mountain House Infrastructure Replacement								GL 3123	\$2,000,000.00
CVP Service Area Capital Improvement								GL 3122	\$50,000.00
PERS Contribution Contingency								GL 3117	\$500,000.00
Capital Improvement Plan - Ten year CIP Plan								GL 3102	\$1,476,085.52
Legal Reserve								GL 3100	\$1,000,000.00
2017 Series Debt Payment Reserve								GL 2851	\$1,600,000.00
2018 Revenue Bonds Debt Payment Reserve								GL 2850	\$1,000,000.00
2021 Revenue Bonds Debt Payment Reserve								GL 2852	\$1,000,000.00
<b>TOTAL RESERVES</b>									<b>\$12,064,335.16</b>
<b>TOTAL CASH</b>									<b>\$24,856,275.65</b>
<b>(Less) Designated Reserves</b>									<b>(\$12,064,335.16)</b>
<b>UNDESIGNATED RESERVES</b>									<b>\$12,791,940.49</b>
* No investments were made pursuant to Subdivision (I) of Section 53601, 53601.1, and Subdivision (I) Section 53635 of the Government Code.									
** All investments were made in accordance with the Treasurer's annual statement of investment policy and Board instruction.									
*** The amounts and maturities of the investments will enable the District to fund its cash flow requirements during the next six months (Gov't Code Sec. 53646 (b) (3)).									

Byron-Bethany Irrigation District  
Income Statement  
Compared with Budget  
For the Ten Months Ending October 31, 2022

	Current Month Actual	Year to Date Actual	Year to Date Budget
Revenues			
CVPSA Allocation Exceedance	\$ 34,608.00	\$ 268,830.00	\$ 0.00
Construction Water	28,221.97	250,615.67	3,500.00
Out of District Water Sale	0.00	299,668.01	0.00
Mountain House Water	75,864.70	479,402.17	850,000.00
Tracy Hills Water Sales	0.00	150,000.00	0.00
BOR AG	14,923.35	144,548.11	0.00
CVPIA Restoration (M&I)	2,518.22	19,363.22	0.00
CVPIA Restoration (Ag)	2,451.85	27,236.49	0.00
SLDMWA O&M	4,325.60	46,816.95	0.00
BBID Pump In Charge	173,192.50	1,913,192.00	0.00
Byron Ag Service Area	40,575.60	540,394.55	650,000.00
Byron M&I Service Area	1,440.20	16,606.95	20,000.00
Bethany Ag Service Area	22,168.25	354,499.60	325,000.00
Bethany M&I Service Area (MEP)	2,733.69	20,252.89	26,000.00
USBR Trinity PUD Assessment	99.14	986.59	0.00
West Side Ag Service Area WSSA	77,619.60	884,409.45	1,000,000.00
Gas Tax Refund	0.00	2,879.59	2,879.59
Debt Recovery	8,261.25	89,413.50	0.00
Administration Costs - Fees	0.00	4,300.00	500.00
Interest on Bank Accounts	3,132.39	32,509.12	70,000.00
Stand-by Revenue	0.00	83,601.84	83,601.84
WSSA Stand-by Revenue	0.00	138,871.25	138,871.25
Sale of Fixed Assets	45,000.00	45,000.00	0.00
CVPSA Ag O&M Charge	(332.59)	42,920.83	20,000.00
CVPSA M & I O&M Charge	0.00	158,151.85	160,000.00
CVPSA M/I with AG Alloc Charge	0.00	12,213.09	10,000.00
Alameda Property Tax Revenue	0.00	157,875.94	300,000.00
Contra Costa Property Tax Rev	0.00	191,807.11	400,000.00
San Joaquin 46701 Zn2 Prop Tax	0.00	2,511,292.46	4,500,000.00
San Joaquin 47101 Zn3 Prop Tax	0.00	2,408.45	45,000.00
Reimburse SLDMWA Assess	4,815.07	51,740.81	0.00
PG&E Power(CVPSA)Reimbursed	5,557.67	64,656.28	75,000.00
O&M Labor Recovery	2,515.75	29,868.50	50,000.00
O & M Materials Recovery	0.00	1,727.51	15,000.00
Drainage Fees WSSA	0.00	756,000.00	36,057.46
Engineering Recovery	0.00	0.00	2,000.00
Admin Labor Recovery	990.00	9,130.00	11,880.00
JPIA Refunds	0.00	1,589.00	0.00
Reimburse Director's Benefit	0.00	38,324.98	44,512.68
Legal Cost Recovery	10,000.00	90,000.00	0.00
Rental Unit	560.00	6,160.00	7,280.00
Other Income	0.00	29,964.19	0.00
<b>Total Revenues</b>	<b>561,242.21</b>	<b>9,969,228.95</b>	<b>8,847,082.82</b>

Cost of Sales

	Current Month Actual	Year to Date Actual	Year to Date Budget
Total Cost of Sales	0.00	0.00	0.00
Gross Profit	561,242.21	9,969,228.95	8,847,082.82
Expenses			
BOR M/I	0.00	2,266.44	0.00
SLDMWA O&M	0.00	58,004.67	0.00
Bond Issuance Cost Expense	0.00	1,000.00	0.00
O&M Auto & General Liability	0.00	17,559.00	23,559.00
Transformer Maintenance	0.00	166.00	3,000.00
Maintenance Trans. Lines/Poles	0.00	0.00	20,000.00
Pump Control Panels	0.00	0.00	3,500.00
Sub-Station	0.00	7,991.92	3,500.00
SLDMWA Membership Assessment	0.00	51,839.10	50,000.00
Electrical Engineering Services	0.00	0.00	3,000.00
SWRCB User Fee (CVPSA)	0.00	0.00	35,000.00
Supplemental Water Purchase	0.00	551,758.50	100,000.00
Recycled Water Purchase WSSA	0.00	54,308.00	0.00
Pump/Motor Maintenance	0.00	8,356.41	10,000.00
Pump/Motor Maintenance (CVPSA)	0.00	1,965.74	2,500.00
Pump/Motor Maintenance (RWSA1)	0.00	0.00	2,500.00
Pump Motor Maintenance WSSA	0.00	0.00	10,000.00
Pump/Motor Lube	0.00	0.00	1,500.00
SCADA/Telemetry-Auto Control	4,524.00	71,525.38	100,000.00
Motor Control Maintenance	0.00	0.00	15,000.00
Motor Control Maint. (CVPSA)	0.00	0.00	5,000.00
Motor Control Maint. (RWSA1)	0.00	0.00	5,000.00
PWRPA ASA Power	47,699.23	422,292.68	485,000.00
PWRPA P3	1,359.43	10,845.52	15,000.00
PG&E Power	5,319.98	95,198.20	100,000.00
PG&E Power (CVPSA)	4,805.65	107,315.12	195,000.00
PG&E Power WSSA	284.95	3,115.42	5,000.00
Emergency Generators	3,473.17	16,088.50	35,000.00
WAPA Power	33,026.37	284,859.25	225,000.00
WAPA Restoration	1,181.90	18,720.37	35,000.00
Bonds Continuing Compliance	0.00	1,500.00	0.00
Assistant General Manager	17,307.70	51,923.10	0.00
O&M Employee Relations	0.00	374.77	1,500.00
WWTF Chief Operator	1,690.00	18,135.00	32,000.00
O&M Labor Full Time	48,484.45	437,151.37	938,070.40
O&M Part Time Labor	0.00	52,683.85	0.00
O&M Other Compensation	1,392.08	59,189.46	126,336.76
O&M Health Insurance	10,909.37	109,490.95	236,340.12
O&M Dental Insurance	249.60	2,496.00	4,492.80
O&M Vision Insurance	148.48	1,484.80	2,672.64
O&M Retirement (PERS)	13,401.39	66,437.68	150,000.00
O&M Worker's Comp	8,170.03	29,929.82	40,000.00
O&M Medicare	832.56	8,499.32	12,228.42
O&M Social Security	3,559.92	36,342.45	60,838.76
O&M Life Insurance	145.16	1,451.60	3,613.92
O&M Longevity	438.48	4,788.66	6,300.00
O&M Pesticide	92.30	1,208.32	1,800.00



	Current Month	Year to Date	Year to Date
	Actual	Actual	Budget
O&M Overtime	5,320.57	65,694.88	115,000.00
O&M - Employee Assist Program	28.94	3.47	285.60
Canal Maintenance	1,524.50	3,075.15	15,000.00
Station Maintenance	442.00	17,301.73	11,000.00
Station Maintenance WSSA	0.00	299.08	4,000.00
Laterals/Structures	0.00	0.00	10,000.00
Laterals/Structures(CVPSA)	0.00	0.00	5,000.00
Material/Hardware/Fasteners	973.83	5,459.33	20,000.00
Sub laterals/Pipelines	5,218.62	6,927.96	8,000.00
Sub laterals/Pipelines WSSA	0.00	1,040.27	2,000.00
Canal Gate Maintenance	0.00	10.06	8,000.00
Canal Gate Maintenance (CVPSA)	0.00	97.09	2,000.00
Canal Gate Maintenance (WSSA)	0.00	643.33	25,000.00
Surface Drains	0.00	0.00	12,000.00
Tile Drains	0.00	0.00	5,000.00
Canal Crossings	0.00	0.00	2,000.00
Communications	782.49	13,762.18	19,000.00
Communications WSSA	472.07	4,401.25	6,000.00
Small Tools & Equipment	0.00	1,931.14	12,000.00
Building Maintenance	1,371.74	3,737.83	5,000.00
Building Maintenance WSSA	0.00	257.00	0.00
Grounds Maintenance	1,050.00	14,042.38	21,000.00
Fire System	130.75	3,031.30	9,000.00
Security System	530.00	2,709.68	6,500.00
HVAC Service Supplies	0.00	3,035.45	8,500.00
Janitorial Services/Supply	1,109.76	12,215.13	19,000.00
Pest Management	76.00	1,160.00	1,800.00
Janitorial Serv/Supply WSSA	100.00	1,167.08	1,000.00
Uniforms/Clothing Allowance	707.21	6,236.59	8,500.00
Shop Supplies	0.00	1,230.59	6,500.00
Welding Shop & Supplies	217.00	2,131.26	5,000.00
Meter Shop	0.00	0.00	1,000.00
Vehicle Maintenance	495.00	18,016.83	30,000.00
Equipment Maint.	3,372.09	12,398.99	20,000.00
Fuel/Lube/Oil/Tires	7,777.59	89,793.20	130,000.00
MileageReimbursement	70.88	797.12	1,100.00
Waste Oil Disposal	95.00	380.00	1,100.00
Canal Fences	0.00	0.00	2,500.00
Rodent Control	0.00	1,490.38	2,000.00
Right of Way Weed Control	12,941.14	7,642.40	40,000.00
Weed Burning	0.00	1,058.72	4,000.00
Aquatic Weed Control	0.00	27,054.84	270,000.00
Road Maint. & Right of Way	0.00	13,180.00	60,000.00
Water Quality Testing	0.00	0.00	5,000.00
Flow Meter Repairs	0.00	3,229.18	8,000.00
Safety Supplies/Equipment	0.00	4,897.35	12,000.00
Worker Safety Training	0.00	135.00	4,500.00
Physical Exams	0.00	596.48	3,000.00
Engineering	12,265.00	139,971.01	215,000.00
GSA Implementation	948.00	(8,645.12)	50,000.00
O&M Continuing Education	119.55	244.55	1,500.00
Permits/Licenses(CVPSA)	0.00	0.00	1,000.00

	Current Month	Year to Date	Year to Date
	Actual	Actual	Budget
Propane Facilities	0.00	737.25	3,200.00
Refuse/Disposal	0.00	2,511.75	5,500.00
Bottled Water Service	311.64	3,278.59	4,500.00
General Manager	0.00	70,644.00	306,124.00
Admin Support Staff	11,759.04	129,419.35	393,380.00
Director of Business Admin	17,307.70	161,585.85	131,226.02
Admin Other Compensation	3,685.29	121,308.63	112,834.69
Admin Health Insurance	6,602.24	58,166.90	97,178.28
Admin Dental Insurance	187.20	1,684.80	2,620.80
Admin Vision Insurance	111.36	1,002.24	1,559.04
Admin Retirement (PERS)	12,875.83	63,832.24	85,000.00
Admin Worker's Comp	679.26	3,530.37	5,000.00
Admin Social Security	2,166.40	31,748.78	51,951.66
Admin Medicare	729.21	7,924.22	12,149.99
Admin Life Insurance	205.00	1,816.00	2,652.00
Admin Longevity	230.80	3,231.08	4,500.00
Admin Pesticide	0.00	553.80	1,200.00
Admin Employee Relations	0.00	239.38	400.00
State Unemployment Insurance	0.00	1,898.62	4,000.00
FUTA Tax	0.00	726.00	900.00
Office Supplies	116.04	2,745.20	7,000.00
Payroll Services	418.76	4,605.58	6,000.00
Postage	0.00	1,200.00	2,000.00
Printing, Forms, Maps, Etc	0.00	0.00	3,000.00
Notary Commission	0.00	108.79	0.00
Printing (Legal)	0.00	0.00	800.00
WSSA Utilities	251.48	2,887.63	4,500.00
DHQ Telephone	913.69	13,228.71	21,000.00
Bank Fees	31.05	668.87	1,000.00
Trustee Fees	0.00	0.00	1,500.00
Dir -Employee Assist Program	16.66	166.60	199.92
Admin-Employee Assist Program	23.79	(51.23)	142.80
Admin Auto & Liability Program	0.00	11,706.00	15,906.00
Property Insurance	0.00	50,452.86	48,778.30
Business Systems Services	998.31	8,727.47	12,500.00
Pension Fund - 401A	0.00	4,950.00	19,800.00
OPEB	0.00	100,000.00	100,000.00
Retiree's Health Insurance	8,057.66	83,324.03	101,401.80
State Emp. Training Tax	0.00	121.02	150.00
Director's Fees/ Expenses	0.00	8,869.83	15,000.00
Director's Benefits	13,123.03	131,880.30	165,333.48
District Officials'	47.29	1,685.54	30,000.00
Legal Services	69,562.42	1,074,041.03	800,000.00
CVPSA - Legal	1,995.00	37,600.71	200,000.00
Auditing	0.00	16,500.00	25,000.00
Actuarial Services	0.00	0.00	8,000.00
Election	0.00	0.00	2,500.00
Record Retention	0.00	0.00	250.00
Rental Unit	0.00	529.34	2,000.00
Permits, Dues & Subscriptions	29,226.00	55,106.81	65,000.00
Permits, Dues & Subs WSSA	0.00	1,222.85	3,000.00
Admin. Continuing Education	0.00	0.00	500.00

	Current Month	Year to Date	Year to Date
	Actual	Actual	Budget
Recording Fees	0.00	123.00	250.00
Interest Expense	0.00	271,857.30	238,089.50
Hardware/Software	2,506.17	9,407.27	16,000.00
Hardware/Software WSSA	0.00	1,020.00	1,000.00
Public Outreach	4,900.00	49,825.00	58,800.00
Website	2,296.08	21,196.08	25,400.00
State/Federal Representation	0.00	60,000.00	90,000.00
HR Consulting	1,600.00	9,600.00	10,000.00
	<hr/>		
Total Expenses	459,570.33	5,853,251.95	7,666,716.70
	<hr/>		
Net Income	\$ 101,671.88	\$ 4,115,977.00	\$ 1,180,366.12
	<hr/>		

Byron-Bethany Irrigation District  
Balance Sheet  
October 31, 2022

ASSETS

Current Assets		
Cash-L.A.I.F. State Treasurer	\$ 1,997,378.93	
Cash-L.A.I.F. Construction	4,913,000.00	
CVCB Muni	1,025,774.22	
OVCB Muni	1,070,775.15	
Liquidity Plus	16,120,447.43	
Comerica	199,475.07	
Petty Cash	200.00	
Petty Cash - WSSA	100.00	
Accts Receivable	198,472.19	
Accts Receivable - Other	10,841.87	
Prepaid Insurance	79,376.64	
	<hr/>	
Total Current Assets		25,615,841.50
Property and Equipment		
Allowance for Depreciation	(18,219,391.16)	
Allowance for Depreciation WSSA	(3,824,351.34)	
District Lands	1,837,509.52	
General Properties	17,994,863.78	
CVPSA Distribution System	792,082.88	
Pumping Plant	20,871,672.21	
Telemetry/SCADA	261,167.19	
Office Equipment	144,242.93	
Automotive Equipment	1,775,974.34	
General Tools & Equipment	1,538,003.97	
PL 984 Project	2,166,723.17	
Mariposa Energy Plant	4,716,153.80	
General Properties WSSA	5,400,391.91	
General Equipment WSSA	694,864.65	
Drainage Systems	605,703.66	
Work in Progress	4,637,133.71	
	<hr/>	
Total Property and Equipment		41,392,745.22
Other Assets		
	<hr/>	
Total Other Assets		0.00
		<hr/>
Total Assets	\$	<u><u>67,008,586.72</u></u>

LIABILITIES AND CAPITAL

Current Liabilities	
Accounts Payable	\$ 137,110.76
Health Insurance Payable	(192.30)
Deferred Comp - Payable	12,600.00
Accrued Vacation	96,389.58
Dental Insurance Payable	(276.16)
Developer Security Deposit	45,000.00
FUTA Tax Payable	83.68
Net Pension Liability	695,201.00
Deferred Inflows	87,624.00

Unaudited - For Management Purposes Only

Byron-Bethany Irrigation District  
Balance Sheet  
October 31, 2022

Deferred Outflows	(171,048.00)	
Deferred Outflows Contribution	(61,845.00)	
Net OPEB Liability/Asset	3,545,171.00	
Deferred Outflows (OPEB)	298,924.00	
	<hr/>	
Total Current Liabilities		4,684,742.56
Long-Term Liabilities		
2018 Enterprise Revenue Bond	3,910,000.00	
2017 Revenue Refi Bond	1,254,000.01	
2021 Enterprise Revenue Bond	3,638,000.00	
	<hr/>	
Total Long-Term Liabilities		8,802,000.01
		<hr/>
Total Liabilities		13,486,742.57
Capital		
Retained Earnings	37,341,531.99	
Legal Reserve	1,000,000.00	
10 Year CIP Reserve	1,476,085.52	
Insurance/SIR Reserve	105,000.00	
Rolling Stock Replacement Res.	100,000.00	
Construction Equipment Replace	100,000.00	
Groundwater Mgmt Program Res	200,000.00	
SLDMWA-DHCCP Reserve	1,000,000.00	
Op & Maint, Eng. & Gen. Admin.	2,933,249.64	
PERS Contribution Contingency	500,000.00	
CVPSA Capital Improve Reserve	50,000.00	
RWSAInfrastructure Replacement	2,000,000.00	
2017 Series Debt Payment Reser	1,600,000.00	
2018 Revenue Bonds Debt Pmt Re	1,000,000.00	
Net Income	4,115,977.00	
	<hr/>	
Total Capital		53,521,844.15
		<hr/>
Total Liabilities & Capital		\$ 67,008,586.72
		<hr/>



**Byron-Bethany Irrigation District**  
**Account Reconciliation**  
**As of Oct 31, 2022**  
**1010A - CVCB Muni**  
**Bank Statement Date: October 31, 2022**

Filter Criteria includes: Report is printed in Detail Format.

---

Beginning GL Balance	1,025,600.01
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	<u>174.21</u>
Ending GL Balance	<u>1,025,774.22</u>
Ending Bank Balance	1,025,774.22
Add back deposits in transit	<u>                    </u>
Total deposits in transit	
(Less) outstanding checks	<u>                    </u>
Total outstanding checks	
Add (Less) Other	<u>                    </u>
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u>1,025,774.22</u>



7100 N. Financial Dr. STE 101  
Fresno, CA 93720

RETURN SERVICE REQUESTED

BYRON BETHANY IRRIGATION DISTRICT  
7995 BRUNS RD  
BYRON CA 94514-1625

## Managing Your Accounts



Customer Service (800) 298-1775



BankLine (24-hours) (800) 298-1775



Mailing Address 7100 N. Financial Drive,  
Ste. 101  
Fresno, CA 93720



Website www.cvcb.com

## Home Equity Line of Credit

Finance improvements, consolidate  
high-interest debt and more.



## Summary of Accounts

Account Type	Account Number	Ending Balance
MUNI CHECKING	XXXXXXXXXXXX	\$1,025,774.22

## MUNI CHECKING-XXXXXXXXXXXX

### Account Summary

Date	Description	Amount
10/01/2022	Beginning Balance	\$1,025,600.01
	1 Credit(s) This Period	\$174.21
	0 Debit(s) This Period	\$0.00
10/31/2022	Ending Balance	\$1,025,774.22

### Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.20%
Interest Days	31
Interest Earned	\$174.21
Interest Paid This Period	\$174.21
Interest Paid Year-to-Date	\$1,707.12
Minimum Balance	\$1,025,600.01
Average Ledger Balance	\$1,025,600.01

**Byron-Bethany Irrigation District**  
**Account Reconciliation**  
**As of Oct 31, 2022**  
**1010C - OVCB Muni**  
**Bank Statement Date: October 31, 2022**

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance			584,272.55
Add: Cash Receipts			754,456.26
Less: Cash Disbursements			(429,657.35)
Add (Less) Other			161,703.69
Ending GL Balance			1,070,775.15
Ending Bank Balance			600,000.00
Add back deposits in transit	Oct 31, 2022	1494	485,596.76
Total deposits in transit			485,596.76
(Less) outstanding checks			
	Aug 18, 2022	44857	(10,950.00)
	Sep 19, 2022	44930	(125.15)
	Oct 3, 2022	44941	(488.00)
	Oct 5, 2022	44944	(550.00)
	Oct 5, 2022	44953	(30.86)
	Oct 5, 2022	44970	(836.08)
	Oct 17, 2022	44990	(965.84)
	Oct 17, 2022	44996	(750.00)
	Oct 17, 2022	44999	(125.68)
Total outstanding checks			(14,821.61)
Add (Less) Other			
Total other			
Unreconciled difference			0.00
Ending GL Balance			1,070,775.15



OAK VALLEY COMMUNITY BANK  
TRACY  
1034 NORTH CENTRAL AVE.  
TRACY CA 95376  
(209) 834-3340

BYRON BETHANY IRRIGATION DISTRICT  
MUNI ACCOUNT  
7995 BRUNS ROAD  
BYRON CA 94514-1625

ACCOUNT NUMBER: ..  
STATEMENT DATE: 10/31/22  
PAGE: 1 OF 3

WEB SITE: www.ovcb.com  
www.escbank.com  
TOLL FREE NUMBER: 866-844-7500

ECONOMY CHECKING-PUBLIC

BYRON BETHANY IRRIGATION DISTRICT  
MUNI ACCOUNT

Acct

Beginning Balance	10/01/22	600,001.00	
Deposits / Misc Credits	20	717,405.78	
Withdrawals / Misc Debits	92	717,406.78	
** Ending Balance	10/31/22	600,000.00	**
Service Charge		.00	

Enclosures 78

DEPOSITS/CREDITS

Date	Deposits	Withdrawals	Activity Description
10/03	341.93		Trnsfr from Checking Acct Ending in 0095
10/04	571.47		Trnsfr from Checking Acct Ending in 0095
10/06	25,478.71		DEPOSIT
10/07	2,925.99		Trnsfr from Checking Acct Ending in 0095
10/11	32.91		Trnsfr from Checking Acct Ending in 0095
10/12	95,777.66		DEPOSIT
10/13	54,701.36		Trnsfr from Checking Acct Ending in 0095
10/14	64,589.47		Trnsfr from Checking Acct Ending in 0095
10/17	102,036.33		Trnsfr from Checking Acct Ending in 0095
10/18	399.05		Trnsfr from Checking Acct Ending in 0095
10/19	661.92		Trnsfr from Checking Acct Ending in 0095
10/20	12,428.13		Trnsfr from Checking Acct Ending in 0095
10/21	147,603.13		DEPOSIT
10/21	12,733.69		MARIPOSA/PAYABLES
			00000000000013417 24638
			12733.69 MARIPOSA
10/24	99,153.13		Trnsfr from Checking Acct Ending in 0095
10/25	13,775.16		Trnsfr from Checking Acct Ending in 0095
10/26	1,189.51		Trnsfr from Checking Acct Ending in 0095
10/27	63,591.20		Trnsfr from Checking Acct Ending in 0095
10/28	18,406.03		Trnsfr from Checking Acct Ending in 0095
10/31	1,009.00		Trnsfr from Checking Acct Ending in 0095

**Byron-Bethany Irrigation District**  
**Account Reconciliation**  
**As of Oct 31, 2022**  
**1010D - Liquidity Plus**  
**Bank Statement Date: October 31, 2022**

Filter Criteria includes: Report is printed in Detail Format.

---

Beginning GL Balance	16,402,691.67
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	<u>(282,244.24)</u>
Ending GL Balance	<u>16,120,447.43</u>
Ending Bank Balance	16,120,447.43
Add back deposits in transit	<u>                    </u>
Total deposits in transit	
(Less) outstanding checks	<u>                    </u>
Total outstanding checks	
Add (Less) Other	<u>                    </u>
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u>16,120,447.43</u>





OAK VALLEY COMMUNITY BANK  
TRACY  
1034 NORTH CENTRAL AVE.  
TRACY CA 95376  
(209) 834-3340

BYRON BETHANY IRRIGATION DISTRICT  
7995 BRUNS ROAD  
BYRON CA 94514-1625

ACCOUNT NUMBER:  
STATEMENT DATE: 10/31/22  
PAGE: 1 OF 2

WEB SITE: www.ovcb.com  
www.escbank.com  
TOLL FREE NUMBER: 866-844-7500

OAK TREE CHECKING-PUBLIC BYRON BETHANY IRRIGATION DISTRICT Acct

Beginning Balance	10/01/22	16,402,691.67	
Deposits / Misc Credits	4	153,568.35	
Withdrawals / Misc Debits	16	435,812.59	
** Ending Balance	10/31/22	16,120,447.43	**
Service Charge		.00	
Interest Paid Thru 10/31/22		2,958.18	
Interest Paid Year To Date		21,365.80	
Minimum Balance		16,117,489	

DEPOSITS/CREDITS

Date	Deposits	Withdrawals	Activity Description
10/06	25,477.71		Trnsfr from Checking Acct Ending in 0060
10/12	75,826.58		Trnsfr from Checking Acct Ending in 0060
10/21	49,305.88		Trnsfr from Checking Acct Ending in 0060
10/31	2,958.18		INTEREST EARNED

OTHER WITHDRAWALS/DEBITS

Date	Deposits	Withdrawals	Activity Description
10/03		341.93	Trnsfr to Checking Acct Ending in 0060
10/04		571.47	Trnsfr to Checking Acct Ending in 0060
10/07		2,925.99	Trnsfr to Checking Acct Ending in 0060
10/11		32.91	Trnsfr to Checking Acct Ending in 0060
10/13		54,701.36	Trnsfr to Checking Acct Ending in 0060
10/14		64,589.47	Trnsfr to Checking Acct Ending in 0060
10/17		102,036.33	Trnsfr to Checking Acct Ending in 0060
10/18		399.05	Trnsfr to Checking Acct Ending in 0060
10/19		661.92	Trnsfr to Checking Acct Ending in 0060
10/20		12,428.13	Trnsfr to Checking Acct Ending in 0060
10/24		99,153.13	Trnsfr to Checking Acct Ending in 0060
10/25		13,775.16	Trnsfr to Checking Acct Ending in 0060
10/26		1,189.51	Trnsfr to Checking Acct Ending in 0060
10/27		63,591.20	Trnsfr to Checking Acct Ending in 0060

**Byron-Bethany Irrigation District**  
**Account Reconciliation**  
**As of Oct 31, 2022**  
**1011A - OVCB Payroll**  
**Bank Statement Date: October 31, 2022**

Filter Criteria includes: Report is printed in Detail Format.

---

Beginning GL Balance		
Add: Cash Receipts		
Less: Cash Disbursements		
Add (Less) Other		<u>          </u>
Ending GL Balance		<u>          </u>
Ending Bank Balance		<u>          </u>
Add back deposits in transit	<u>          </u>	
Total deposits in transit		
(Less) outstanding checks	<u>          </u>	
Total outstanding checks		
Add (Less) Other	<u>          </u>	
Total other		
Unreconciled difference		<u>          0.00</u>
Ending GL Balance		<u>          </u>



OAK VALLEY COMMUNITY BANK  
TRACY  
1034 NORTH CENTRAL AVE.  
TRACY CA 95376  
(209) 834-3340

BYRON BETHANY IRRIGATION DISTRICT  
PAYROLL ACCOUNT  
7995 BRUNS ROAD  
BYRON CA 94514-1625

ACCOUNT NUMBER:  
STATEMENT DATE: 10/31/22  
PAGE: 1 OF 1

WEB SITE: www.ovcb.com  
www.escbank.com  
TOLL FREE NUMBER: 866-844-7500

ECONOMY CHECKING-PUBLIC

BYRON BETHANY IRRIGATION DISTRICT  
PAYROLL ACCOUNT

Acct

Beginning Balance	10/01/22	.00	
Deposits / Misc Credits	5	109,955.20	
Withdrawals / Misc Debits	8	109,955.20	
** Ending Balance	10/31/22	.00	**
Service Charge		.00	

DEPOSITS/CREDITS

Date	Deposits	Withdrawals	Activity Description
10/13	37,366.15		Trnsfr from Checking Acct Ending in 0060
10/14	18,922.17		Trnsfr from Checking Acct Ending in 0060
10/20	59.81		Trnsfr from Checking Acct Ending in 0060
10/27	35,644.08		Trnsfr from Checking Acct Ending in 0060
10/28	17,962.99		Trnsfr from Checking Acct Ending in 0060

OTHER WITHDRAWALS/DEBITS

Date	Deposits	Withdrawals	Activity Description
10/13		37,366.15	PAYCHEX - RCX/PAYROLL
10/14		192.15	PAYCHEX EIB/INVOICE
10/14		18,730.02	PAYCHEX TPS/TAXES
10/20		59.81	PAYCHEX-OAB/INVOICE
10/27		482.61	PAYCHEX-RCX/PAYROLL
10/27		35,161.47	PAYCHEX - RCX/PAYROLL
10/28		166.80	PAYCHEX EIB/INVOICE
10/28		17,796.19	PAYCHEX TPS/TAXES

DAILY BALANCE SUMMARY

Date	Balance	Date	Balance	Date	Balance
10/13	.00	10/20	.00	10/28	.00
10/14	.00	10/27	.00		

**Byron-Bethany Irrigation District**  
**Account Reconciliation**  
**As of Oct 31, 2022**  
**1003 - Cash-L.A.I.F. State Treasurer**  
**Bank Statement Date: October 31, 2022**

Filter Criteria includes: Report is printed in Detail Format.

---

Beginning GL Balance	1,997,378.93
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	
Ending GL Balance	<u>1,997,378.93</u>
Ending Bank Balance	<u>1,997,378.93</u>
Add back deposits in transit	
Total deposits in transit	
(Less) outstanding checks	
Total outstanding checks	
Add (Less) Other	
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u><u>1,997,378.93</u></u>

**Byron-Bethany Irrigation District**  
**Account Reconciliation**  
**As of Oct 31, 2022**  
**1003A - Cash-L.A.I.F. Construction**  
**Bank Statement Date: October 31, 2022**

Filter Criteria includes: Report is printed in Detail Format.

---

Beginning GL Balance	4,913,000.00
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	
Ending GL Balance	<u>4,913,000.00</u>
Ending Bank Balance	<u>4,913,000.00</u>
Add back deposits in transit	
Total deposits in transit	
(Less) outstanding checks	
Total outstanding checks	
Add (Less) Other	
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u><u>4,913,000.00</u></u>





BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND  
REMITTANCE ADVICE

Agency Name

BYRON-BETHANY IRRIGATION DIST

Account Number

As of 10/14/2022, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 09/30/2022.

Earnings Ratio		.00003699565555327
Interest Rate		1.35%
Dollar Day Total	\$	633,418,781.54
Quarter End Principal Balance	\$	6,886,945.19
Quarterly Interest Earned	\$	23,433.74

**Byron-Bethany Irrigation District**  
**Account Reconciliation**  
**As of Oct 31, 2022**  
**1017 - Comerica**  
**Bank Statement Date: October 31, 2022**

Filter Criteria includes: Report is printed in Detail Format.

---

Beginning GL Balance	199,475.07
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	
Ending GL Balance	<u>199,475.07</u>
Ending Bank Balance	<u>199,475.07</u>
Add back deposits in transit	
Total deposits in transit	
(Less) outstanding checks	
Total outstanding checks	
Add (Less) Other	
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u><u>199,475.07</u></u>

# Brokerage Account Statement

BYRON-BETHANY ID  
RICK GILMORE  
7995 BRUNS RD  
BYRON CA 94514-1625

July 1, 2022 - September 30, 2022  
Account Number:

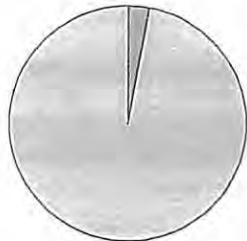
**Your Financial Consultant:**  
Theut/Rademacher  
(800) 327-7058

## Portfolio at a Glance

	This Period	Year-to-Date
<b>BEGINNING ACCOUNT VALUE</b>	\$208,806.33	\$231,755.00
<b>Adjusted Previous Account Value</b>	208,806.33	231,755.00
Dividends, Interest and Other Income	18.74	945.07
<b>Net Change in Portfolio<sup>1</sup></b>	-9,350.00	-33,225.00
<b>ENDING ACCOUNT VALUE</b>	<b>\$199,475.07</b>	<b>\$199,475.07</b>
Accrued Interest	\$424.66	
Estimated Annual Income	\$2,520.03	

<sup>1</sup> Net Change in Portfolio is the difference between the ending account value and beginning account value after activity.

## Asset Summary



Percent	Asset Type	Prior Year-End	Last Period	This Period
3%	Cash, Money Funds, and Bank Deposits	5,555.00	6,481.33	6,500.07
97%	Fixed Income	226,200.00	202,325.00	192,975.00
100%	<b>Account Total (Pie Chart)</b>	<b>\$231,755.00</b>	<b>\$208,806.33</b>	<b>\$199,475.07</b>

Please review your allocation periodically with your Financial Consultant.

**Byron-Bethany Irrigation District**  
**Account Reconciliation**  
**As of Oct 31, 2022**  
**1080 - Petty Cash**  
**Bank Statement Date: October 31, 2022**

Filter Criteria includes: Report is printed in Detail Format.

---

Beginning GL Balance	177.09
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	<u>22.91</u>
Ending GL Balance	<u>200.00</u>
Ending Bank Balance	200.00
Add back deposits in transit	<u>          </u>
Total deposits in transit	
(Less) outstanding checks	<u>          </u>
Total outstanding checks	
Add (Less) Other	<u>          </u>
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u>200.00</u>

Byron Bethany Irrigation District  
Petty Cash Reconciliation

Beg. Balance
\$177.09

Date	Description	Debit	Credit	GL	Running Balance
10/17/2022	Petty Cash Check	22.91		1080	\$200.00
					\$200.00

Currency on Hand		Quantity	Total
\$0.01	x	30	0.30
\$0.05	x	31	1.55
\$0.10	x	39	3.90
\$0.25	x	21	5.25
\$1.00	x	14	14.00
\$2.00	x		-
\$5.00	x	7	35.00
\$10.00	x		-
\$20.00	x	2	40.00
\$50.00	x		-
\$100.00	x	1	100.00
Total Cash on Hand			200.00

Prepared By: Julia Gavrilenko

Checked By: Ilona Lament

Date: 11/15/2022

Approved By:

Date:

**Byron-Bethany Irrigation District**  
**Check Register**  
**For the Period From Oct 1, 2022 to Oct 31, 2022**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Acc	Amount
44941	10/3/22	Paramjit Singh	1010C	488.00
44942	10/5/22	Business Card	1010C	182.94
44943	10/5/22	Bay Alarm Company	1010C	859.92
44944	10/5/22	California Municipal Statistic, Inc.	1010C	550.00
44945	10/5/22	California Welding Supply	1010C	210.00
44946	10/5/22	Cintas Corporation #922	1010C	283.47
44947	10/5/22	City of Brentwood	1010C	628.50
44948	10/5/22	City of Tracy	1010C	112.21
44949	10/5/22	Comcast	1010C	120.45
44950	10/5/22	Beckley, Inc	1010C	1,745.50
44951	10/5/22	DIRECTV	1010C	79.99
44952	10/5/22	Foley & Lardner LLP	1010C	7,500.00
44953	10/5/22	G & L Irrigation and Farm Supply	1010C	30.86
44954	10/5/22	Hazen & Sawyer	1010C	42,300.00
44955	10/5/22	Home Depot Credit Services	1010C	794.08
44956	10/5/22	Honey Bucket	1010C	252.50
44957	10/5/22	Hot Line Construction, Inc.	1010C	15,110.40
44958	10/5/22	J-COMM Inc	1010C	7,000.00
44959	10/5/22	Laurina Rocha	1010C	100.00
44960	10/5/22	Lingo	1010C	978.12
44961	10/5/22	McCauley Ag Services	1010C	156.00
44962	10/5/22	NetSource	1010C	7,857.00
44963	10/5/22	Pape Machinery	1010C	4,372.05
44964	10/5/22	Pacific Gas & Electric 2085	1010C	8,499.23
44965	10/5/22	Pacific Gas & Electric 4120	1010C	4,805.65
44966	10/5/22	Pacific Gas & Electric WSSA	1010C	205.44
44967	10/5/22	Pitney Bowes Global Financial Svcs, LLC	1010C	147.65
44968	10/5/22	PWRPA	1010C	49,058.66
44969	10/5/22	Ramos Oil Co., Inc.	1010C	3,849.26
44970	10/5/22	Dornoch Inc.	1010C	836.08
44971	10/5/22	Turf-n-Tree	1010C	3,800.00
44972	10/5/22	Western Area Power Administration	1010C	1,181.90

**Byron-Bethany Irrigation District**  
**Check Register**  
**For the Period From Oct 1, 2022 to Oct 31, 2022**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Acc	Amount
44973	10/5/22	U.S. BANK, NATIONAL ASSOCIATION	1010C	7,332.02
44974	10/5/22	Zanjero, Inc.	1010C	2,360.00
44975	10/6/22	CH2M HILL Engineers, Inc	1010C	11,533.45
44976	10/6/22	Cintas Corporation #922	1010C	115.58
44977	10/6/22	Visionova HR Consulting	1010C	1,600.00
44978	10/17/22	ACWA Joint Powers Insurance Authority	1010C	103,215.86
44979	10/17/22	Alhambra Water Service	1010C	311.64
44980	10/17/22	Asbury Environmental Services	1010C	95.00
44981	10/17/22	AT&T	1010C	171.30
44982	10/17/22	AT & T Mobility	1010C	180.32
44983	10/17/22	Chase Card Services	1010C	591.04
44984	10/17/22	City of Brentwood	1010C	948.00
44985	10/17/22	CoreLogic Solutions, LLC	1010C	302.50
44986	10/17/22	Beckley, Inc	1010C	2,124.16
44987	10/17/22	Creative Outdoor Environments, Inc.	1010C	1,050.00
44988	10/17/22	CSDA	1010C	8,186.00
44989	10/17/22	Cardmember Service	1010C	1,589.79
44990	10/17/22	Equipco Sales and Service	1010C	965.84
44991	10/17/22	Fruit Growers Laboratory Inc.	1010C	858.00
44992	10/17/22	I Spy Vision	1010C	175.00
44993	10/17/22	Petty Cash	1010C	42.32
44994	10/17/22	Pacific Gas & Electric WSSA	1010C	177.37
44995	10/17/22	Ray Morgan Company	1010C	104.92
44996	10/17/22	Rossana Talavera	1010C	750.00
44997	10/17/22	Stericycle, Inc.	1010C	274.16
44998	10/17/22	Somach, Simmons & Dunn	1010C	71,478.42
44999	10/17/22	Quest UCCS	1010C	125.68
45000	10/17/22	Cintas Corporation #922	1010C	443.04
45001	10/17/22	Julia Gavrilenko	1010C	70.88
45002	10/17/22	Central Valley Motor Parts, Inc.	1010C	23.29
45003	10/17/22	Stericycle, Inc.	1010C	274.65
45004	10/17/22	AT & T Mobility	1010C	575.83

**Byron-Bethany Irrigation District**  
**Check Register**  
**For the Period From Oct 1, 2022 to Oct 31, 2022**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Acc	Amount
45005	10/17/22	Tracy Delta Solid Waste Management, Inc	1010C	144.93
45006	10/17/22	Holt of California	1010C	2,990.37
45007	10/17/22	Ramos Oil Co., Inc.	1010C	4,417.31
45008	10/17/22	Wells Fargo Financial Leasing	1010C	463.03
45009	10/17/22	Business Card	1010C	31.05
45010	10/21/22	Bay Alarm Company	1010C	130.75
45011	10/21/22	Foley & Lardner LLP	1010C	79.00
45012	10/21/22	I Spy Vision	1010C	312.00
45013	10/21/22	Matrix HG, Inc.	1010C	442.00
45014	10/21/22	McCauley Ag Services	1010C	76.00
45015	10/21/22	U.S. BANK, NATIONAL ASSOCIATION	1010C	5,286.00
45016	10/21/22	Pacific Gas & Electric WSSA	1010C	107.58
45017	10/21/22	Northwest Pipe Company	1010C	5,295.04
45018	10/21/22	Western Area Power Administration	1010C	27,740.37
<b>Total</b>				<b><u>429,657.35</u></b>



**Byron-Bethany Irrigation District**  
**Purchase Journal**  
**For the Period From Oct 1, 2022 to Oct 31, 2022**

Date	Invoice/CM #	Line Description	Debit Amount	Credit Amount
10/1/22	10/1/22-9/30/23AutoG	Auto and General Liability Program - 10/1/2022 - 9/30/2023	40,503.00	
10/1/22	10/1/22-9/30/23AutoG	ACWA Joint Powers Insurance Authority		40,503.00
10/1/22	2023Membership	2023 CSDA Membership Renewal, Member ID #638	8,186.00	
10/1/22	2023Membership	CSDA		8,186.00
		Garbage Service WSSA - Service address: 20100		
10/1/22	2A100236	Wicklund, Tracy, CA	144.93	
10/1/22	2A100236	Tracy Delta Solid Waste Management, Inc		144.93
		Mobile Data plan & Usage for the Period: 9/2/2022 -		
10/1/22	829215163X10092022	10/1/2022 WSSA	180.32	
10/1/22	829215163X10092022	AT & T Mobility		180.32
10/1/22	SW030121018	Perform PM Level 1 Service on C32 Generator	618.23	
10/1/22	SW030121018	Holt of California		618.23
10/2/22	10022022	Adobe Acropro Subscription	14.99	
		Network Solutions - BSD Monthly Subscription - Website		
10/2/22	10022022	Security	7.99	
10/2/22	10022022	Amazon - Adapter		8.68
10/2/22	10022022	Amazon - Adapter		17.60
10/2/22	10022022	Amazon - Keyboard and Mouse	51.22	
10/2/22	10022022	Amazon - Hard Drive	289.25	
10/2/22	10022022	Amazon - Tape Dispenser	4.33	
10/2/22	10022022	McAfee - Antivirus Software	129.99	
10/2/22	10022022	OWPSACSTATE - OIT Training (Vega)	119.55	
10/2/22	10022022	Chase Card Services		591.04
		Pacific Gas & Electric Charges Account #4120785230		
		Irrigation Pump-Walnuts for Service Period 8/23/2022 -		
10/3/22	10032022	9/21/2022		57.93
		Pacific Gas & Electric Charges Account #4122301135		
10/3/22	10032022	Sandhu MP17.59 for Service Period 8/23/2022 - 9/21/2022	2,815.84	
		Pacific Gas & Electric Charges Account #4120785317 RC		
10/3/22	10032022	Capital MP19.40 for Service Period 8/23/2022 - 9/21/2022	928.24	
		Pacific Gas & Electric Charges Account #4120100230		
10/3/22	10032022	Service Period 8/23/2022 - 9/21/2022		57.93
		Pacific Gas & Electric Charges Account #4120785189		
10/3/22	10032022	Spatafore 13.25R for Service Period 8/23/2022 - 9/21/2022	90.47	
		Pacific Gas & Electric Charges Account #4120785535 .5M		
10/3/22	10032022	W/Patterson Pass 8/23/2022 - 9/21/2022		42.72
		Pacific Gas & Electric Charges Account #4123236877 for		
10/3/22	10032022	Service Period 8/23/2022 - 9/21/2022		57.93
		Pacific Gas & Electric Charges Account #4120785354		
10/3/22	10032022	Tatla MP19.15 Chrisman Road for Service Period		
		8/23/2022 - 9/21/2022	1,723.11	
		Pacific Gas & Electric Charges Account #4129023266		
10/3/22	10032022	Delta Mendota Canal for Service Period 8/23/2022 -		
		9/21/2022		11.83
		Pacific Gas & Electric Charges Account #412684479		
10/3/22	10032022	Pumping Cost for Well on Corral Hollow for Service Period		
		8/23/2022 - 9/21/2022	223.04	
10/3/22	10032022	Outstanding Credit Balance		746.71
10/3/22	10032022	Pacific Gas & Electric 4120		4,805.65
		Communications, Outreach and Public Affairs for October		
10/3/22	100322	2022	4,900.00	
10/3/22	100322	Website Services for October 2022	2,100.00	
10/3/22	100322	J-COMM Inc		7,000.00
		Remove Large Tree due to Easement, Over Pipeline at		
10/3/22	20766	1328 Bessie Avenue	3,800.00	

Date	Invoice/CM #	Line Description	Debit Amount	Credit Amount
10/3/22	20766	Turf-n-Tree		3,800.00
10/3/22	211TWID0922	PWRPA - ASA Power for the Period of 9/1/2022 - 9/30/2022	47,699.23	
10/3/22	211TWID0922	PWRPA P3 - Funding for the Period of 9/1/2022 - 9/30/2022	1,359.43	
10/3/22	211TWID0922	PWRPA		49,058.66
10/3/22	I500-00865399	Used Oil Service Charge	95.00	
10/3/22	I500-00865399	Asbury Environmental Services		95.00
10/4/22	20087	Pipeline Replacement/Repair at E-Line Box; Margin Trowel, Latex Gloves, Trufuel & Cement	1,418.62	
10/4/22	20087	Home Depot Credit Services		1,418.62
10/4/22	2022Benefits0693846	ALV01 - Director Health Benefits for the Period of: November 2022	1,870.13	
10/4/22	2022Benefits0693846	ALV01 - Director Dental Benefits for the Period of: November 2022	64.21	
10/4/22	2022Benefits0693846	ALV01 - Director Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	ALV01 - Director Life Benefits for the Period of: November 2022	7.40	
10/4/22	2022Benefits0693846	ALV01 - Director Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	ENO12 - Director Health Benefits for the Period of: November 2022	2,477.93	
10/4/22	2022Benefits0693846	ENO12 - Director Dental Benefits for the Period of: November 2022	106.41	
10/4/22	2022Benefits0693846	ENO12 - Director Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	ENO12 - Director Life Benefits for the Period of: November 2022	3.40	
10/4/22	2022Benefits0693846	ENO12 - Director Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	GAV01 - Admin Health Benefits for the Period of: November 2022	811.50	
10/4/22	2022Benefits0693846	GAV01 - Admin Dental Benefits for the Period of: November 2022	31.20	
10/4/22	2022Benefits0693846	GAV01 - Admin Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	GAV01 - Admin Life Benefits for the Period of: November 2022	16.00	
10/4/22	2022Benefits0693846	GAV01 - Admin Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	GEY01 - Admin Health Benefits for the Period of: November 2022	935.07	
10/4/22	2022Benefits0693846	GEY01 - Admin Dental Benefits for the Period of: November 2022	31.20	
10/4/22	2022Benefits0693846	GEY01 - Admin Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	GEY01 - Admin Life Benefits for the Period of: November 2022	39.00	
10/4/22	2022Benefits0693846	GEY01 - Admin Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	GIL01 - Admin Health Benefits for the Period of: November 2022	935.07	
10/4/22	2022Benefits0693846	GIL01 - Admin Dental Benefits for the Period of: November 2022	31.20	
10/4/22	2022Benefits0693846	GIL01 - Admin Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	GIL01 - Admin Life Benefits for the Period of: November 2022	56.00	

Date	Invoice/CM #	Line Description	Debit Amount	Credit Amount
10/4/22	2022Benefits0693846	GIL01 - Admin Employee Assistance Program - November 2022		2.38
10/4/22	2022Benefits0693846	KAG01 - Director Health Benefits for the Period of: November 2022	1,870.13	
10/4/22	2022Benefits0693846	KAG01 - Director Dental Benefits for the Period of: November 2022	64.21	
10/4/22	2022Benefits0693846	KAG01 - Director Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	KAG01 - Director Life Benefits for the Period of: November 2022	10.26	
10/4/22	2022Benefits0693846	KAG01 - Director Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	LAM01 - Admin Health Benefits for the Period of: November 2022	811.50	
10/4/22	2022Benefits0693846	LAM01 - Admin Dental Benefits for the Period of: November 2022	31.20	
10/4/22	2022Benefits0693846	LAM01 - Admin Dental Benefits Liability for the Period of: November 2022	33.01	
10/4/22	2022Benefits0693846	LAM01 - Admin Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	LAM01 - Admin Life Benefits for the Period of: November 2022	8.16	
10/4/22	2022Benefits0693846	LAM01 - Admin Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	MAG10 - Director Health Benefits for the Period of: November 2022	2,477.93	
10/4/22	2022Benefits0693846	MAG10 - Director Dental Benefits for the Period of: November 2022	106.41	
10/4/22	2022Benefits0693846	MAG10 - Director Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	MAG10 - Director Life Benefits for the Period of: November 2022	7.40	
10/4/22	2022Benefits0693846	MAG10 - Director Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	MAG11 - Director Health Benefits for the Period of: November 2022	935.07	
10/4/22	2022Benefits0693846	MAG11 - Director Dental Benefits for the Period of: November 2022	64.21	
10/4/22	2022Benefits0693846	MAG11 - Director Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	MAG11 - Director Life Benefits for the Period of: November 2022	10.00	
10/4/22	2022Benefits0693846	MAG11 - Director Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	MAR01 - O&M Health Benefits for the Period of: November 2022	2,196.41	
10/4/22	2022Benefits0693846	MAR01 - O&M Health Benefits Liability for the Period of: November 2022	992.90	
10/4/22	2022Benefits0693846	MAR01 - O&M Dental Benefits for the Period of: November 2022	31.20	
10/4/22	2022Benefits0693846	MAR01 - O&M Dental Benefits Liability for the Period of: November 2022	75.21	
10/4/22	2022Benefits0693846	MAR01 - O&M Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	MAR01 - O&M Life Benefits for the Period of: November 2022	27.00	
10/4/22	2022Benefits0693846	MAR01 - O&M Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	MAR02 - O&M Health Benefits for the Period of: November 2022	1,203.51	

Date	Invoice/CM #	Line Description	Debit Amount	Credit Amount
10/4/22	2022Benefits0693846	MAR02 - O&M Dental Benefits for the Period of: November 2022	31.20	
10/4/22	2022Benefits0693846	MAR02 - O&M Dental Benefits Liability for the Period of: November 2022	33.01	
10/4/22	2022Benefits0693846	MAR02 - O&M Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	MAR02 - O&M Life Benefits for the Period of: November 2022	8.56	
10/4/22	2022Benefits0693846	MAR02 - O&M Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	MEH01 - O&M Health Benefits for the Period of: November 2022	1,203.51	
10/4/22	2022Benefits0693846	MEH01 - O&M Dental Benefits for the Period of: November 2022	31.20	
10/4/22	2022Benefits0693846	MEH01 - O&M Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	MEH01 - O&M Life Benefits for the Period of: November 2022	39.00	
10/4/22	2022Benefits0693846	MEH01 - O&M Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	ORO01 - O&M Health Benefits for the Period of: November 2022	1,538.47	
10/4/22	2022Benefits0693846	ORO01 - O&M Health Benefits Liability for the Period of: November 2022	726.96	
10/4/22	2022Benefits0693846	ORO01 - O&M Dental Benefits for the Period of: November 2022	31.20	
10/4/22	2022Benefits0693846	ORO01 - O&M Dental Benefits Liability for the Period of: November 2022	75.21	
10/4/22	2022Benefits0693846	ORO01 - O&M Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	ORO01 - O&M Life Benefits for the Period of: November 2022	10.00	
10/4/22	2022Benefits0693846	ORO01 - O&M Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	PAT01 - Admin Health Benefits for the Period of: August - November 2022	1,706.50	
10/4/22	2022Benefits0693846	PAT01 - Admin Health Benefits Liability for the Period of: August - November 2022	771.43	
10/4/22	2022Benefits0693846	PAT01 - Admin Dental Benefits for the Period of: August - November 2022	31.20	
10/4/22	2022Benefits0693846	PAT01 - Admin Dental Benefits Liability for the Period of: November 2022	75.21	
10/4/22	2022Benefits0693846	PAT01 - Admin Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	PAT01 - Admin Vision Benefits for the Period of: November 2022	39.00	
10/4/22	2022Benefits0693846	PAT01 - Admin Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	PER01 - Director Health Benefits for the Period of: November 2022	935.07	
10/4/22	2022Benefits0693846	PER01 - Director Dental Benefits for the Period of: November 2022	31.20	
10/4/22	2022Benefits0693846	PER01 - Director Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	PER01 - Director Life Benefits for the Period of: November 2022	7.40	
10/4/22	2022Benefits0693846	PER01 - Director Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	PET01 - Admin Health Benefits for the Period of: November 2022	1,402.60	

Date	Invoice/CM #	Line Description	Debit Amount	Credit Amount
10/4/22	2022Benefits0693846	PET01 - Admin Health Benefits Liability for the Period of: November 2022	467.53	
10/4/22	2022Benefits0693846	PET01 - Admin Dental Benefits for the Period of: November 2022	31.20	
10/4/22	2022Benefits0693846	PET01 - Admin Dental Benefits Liability for the Period of: November 2022	33.01	
10/4/22	2022Benefits0693846	PET01 - Admin Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	PET01 - Admin Life Benefits for the Period of: November 2022	46.84	
10/4/22	2022Benefits0693846	PET01 - Admin Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	RES01 - O&M Health Benefits for the Period of: November 2022	811.50	
10/4/22	2022Benefits0693846	RES01 - O&M Dental Benefits for the Period of: November 2022	31.20	
10/4/22	2022Benefits0693846	RES01 - O&M Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	RES01 - O&M Life Benefits for the Period of: November 2022	11.00	
10/4/22	2022Benefits0693846	RES01 - O&M Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	CLA01 - O&M Health Benefits for the Period of: November 2022	1,208.75	
10/4/22	2022Benefits0693846	CLA01 - O&M Health Benefits Liability for the Period of: November 2022	397.25	
10/4/22	2022Benefits0693846	CLA01 - O&M Dental Benefits for the Period of: November 2022	31.20	
10/4/22	2022Benefits0693846	CLA01 - O&M Health Benefits Liability for the Period of: November 2022	33.01	
10/4/22	2022Benefits0693846	CLA01 - O&M Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	CLA01 - O&M Life Benefits for the Period of: November 2022	14.60	
10/4/22	2022Benefits0693846	CLA01 - O&M Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	TUS15 - Director Health Benefits for the Period of: November 2022	1,870.13	
10/4/22	2022Benefits0693846	TUS15 - Director Dental Benefits for the Period of: November 2022	64.21	
10/4/22	2022Benefits0693846	TUS15 - Director Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	TUS15 - Director Life Benefits for the Period of: November 2022	10.00	
10/4/22	2022Benefits0693846	TUS15 - Director Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	VAZ01 - O&M Health Benefits for the Period of: November 2022	1,538.47	
10/4/22	2022Benefits0693846	VAZ01 - O&M Health Benefits Liability for the Period of: November 2022	726.96	
10/4/22	2022Benefits0693846	VAZ01 - O&M Dental Benefits for the Period of: November 2022	31.20	
10/4/22	2022Benefits0693846	VAZ01 - O&M Dental Benefits Liability for the Period of: November 2022	75.21	
10/4/22	2022Benefits0693846	VAZ01 - O&M Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	VAZ01 - O&M Life Benefits for the Period of: November 2022	19.00	
10/4/22	2022Benefits0693846	VAZ01 - O&M Employee Assistance Program - November 2022	2.38	

Date	Invoice/CM #	Line Description	Debit Amount	Credit Amount
10/4/22	2022Benefits0693846	VEG01 - O&M Health Benefits for the Period of: November 2022	1,208.75	
10/4/22	2022Benefits0693846	VEG01 - O&M Health Benefits Liability for the Period of: November 2022	397.25	
10/4/22	2022Benefits0693846	VEG01 - O&M Dental Benefits for the Period of: November 2022	31.20	
10/4/22	2022Benefits0693846	VEG01 - O&M Dental Benefits Liability for the Period of: November 2022	33.01	
10/4/22	2022Benefits0693846	VEG01 - Admin Vision Benefits for the Period of: November 2022	18.56	
10/4/22	2022Benefits0693846	VEG01 - O&M Life Benefits for the Period of: November 2022	16.00	
10/4/22	2022Benefits0693846	VEG01 - O&M Employee Assistance Program - November 2022	2.38	
10/4/22	2022Benefits0693846	Arnaudo - Retiree Health Benefits for the Period of: November 2022	392.49	
10/4/22	2022Benefits0693846	Bedford - Retiree Health Benefits for the Period of: November 2022	784.98	
10/4/22	2022Benefits0693846	Carson - Retiree Health Benefits for the Period of: November 2022	392.49	
10/4/22	2022Benefits0693846	DeBorba - Retiree Health Benefits for the Period of: November 2022	392.49	
10/4/22	2022Benefits0693846	Griffith - Retiree Health Benefits for the Period of: November 2022	935.07	
10/4/22	2022Benefits0693846	Kleinert - Retiree Health Benefits for the Period of: November 2022	784.98	
10/4/22	2022Benefits0693846	Kopp - Retiree Health Benefits for the Period of: November 2022	392.49	
10/4/22	2022Benefits0693846	Martinez - Retiree Health Benefits for the Period of: November 2022	784.98	
10/4/22	2022Benefits0693846	Pombo - Retiree Health Benefits for the Period of: November 2022	1,870.13	
10/4/22	2022Benefits0693846	Serpa - Retiree Health Benefits for the Period of: November 2022	935.07	
10/4/22	2022Benefits0693846	Shoemaker - Retiree Health Benefits for the Period of: November 2022	392.49	
10/4/22	2022Benefits0693846	ACWA Joint Powers Insurance Authority		44,735.25
10/4/22	3875297	Contract Usage Charge for 7/1/2022 - 9/30/2022 (WSSA)	104.92	
10/4/22	3875297	Ray Morgan Company		104.92
10/4/22	5352	Project Communications, Tracy Subbasin Meeting & ECC Meeting	2,360.00	
10/4/22	5352	Zanjero, Inc.		2,360.00
10/5/22	0868	Professional HR Consulting and Support Services - Pre-Paid Retained Hours; November 2022	1,600.00	
10/5/22	0868	Visionova HR Consulting		1,600.00
10/5/22	930473	Unleaded (\$5.191 per gallon)	2,205.62	
10/5/22	930473	Ramos Oil Co., Inc.		2,205.62
10/6/22	10062022	Pacific Gas & Electric Charges Account #4159610850-0	177.37	
10/6/22	10062022	Pacific Gas & Electric WSSA		177.37
10/6/22	4133622827	DHQ Janitorial Supplies	18.28	
10/6/22	4133622827	Weekly Uniform Service for the week ending 10/6/2022	97.30	
10/6/22	4133622827	Cintas Corporation #922		115.58
10/6/22	NNPB000030922	WAPA Power for the Month of September 2022 - Regular	27,740.37	
10/6/22	NNPB000030922	Western Area Power Administration		27,740.37
10/7/22	10072022	Late Payment Fee	31.05	
10/7/22	10072022	Business Card		31.05
10/7/22	287253183134X101522	Mobile Data plan & Usage for the Period: 10/8/2022 - 11/7/2022; Account #287253183134	575.83	
10/7/22	287253183134X101522	AT & T Mobility		575.83

Date	Invoice/CM #	Line Description	Debit Amount	Credit Amount
10/7/22	5022143035	Ricoh Copier Rental (Contract #603-0227169-000; Serial #3129RA00486; Model IM C4500) 10/1/22-10/31/22'	463.03	
10/7/22	5022143035	Wells Fargo Financial Leasing		463.03
10/8/22	3881574	Black Cartridge	55.08	
10/8/22	3881574	Ray Morgan Company		55.08
10/9/22	10440271 100922	Bottled Water Deliveries on 9/16/22 & 9/30/22	299.89	
10/9/22	10440271 100922	Bottle Water Deliveries for WSSA	11.75	
10/9/22	10440271 100922	Alhambra Water Service		311.64
10/10/22	000018888364	WSSA Shop Internet Service 9/10/2022 - 10/9/2022	54.69	
10/10/22	000018888364	Acct #9391053473		
10/10/22	000018888364	AT&T		54.69
10/10/22	000018888365	WSSA Internet Service 9/10/2022 - 10/9/2022	116.61	
10/10/22	000018888365	Acct #9391053474		
10/10/22	000018888365	AT&T		116.61
10/10/22	2210-143	Landscape Grounds Maintenance for the period of: October 2022	1,050.00	
10/10/22	2210-143	Creative Outdoor Environments, Inc.		1,050.00
10/10/22	AR14858	Groundwater Support Services for August 2022	948.00	
10/10/22	AR14858	City of Brentwood		948.00
10/11/22	259910	Service Call on 10/5/22 to Troubleshoot Computer w/ Access Control	175.00	
10/11/22	259910	I Spy Vision		175.00
10/11/22	ACWAJPIA1stQTR20-23	O & M Workers Compensation Program for the 1st Quarter 2022-2023	8,170.03	
10/11/22	ACWAJPIA1stQTR20-23	Admin Workers Compensation Program for the 1st Quarter 2022-2023	679.26	
10/11/22	ACWAJPIA1stQTR20-23	ACWA Joint Powers Insurance Authority		8,849.29
10/12/22	50491288	Professional Services regarding City of Fresno, et al. v. US - Services through September 30, 2022	79.00	
10/12/22	50491288	Foley & Lardner LLP		79.00
10/12/22	930731	Unleaded (\$4.055 per gallon) Clear Diesel (\$5.29 per gallon)	2,211.69	
10/12/22	930731	Ramos Oil Co., Inc.		2,211.69
10/12/22	S74934	Calibration, Cleaning & Certification of YSI 556 MPS, 4M Meter (06E1426AE, 16C30)	853.24	
10/12/22	S74934	Equipco Sales and Service		853.24
10/12/22	SW000177866	Field Service, Troubleshoot & Repair Air Compressor; Unit #61-08	2,990.37	
10/12/22	SW000177866	Holt of California		2,990.37
10/13/22	3015237	Professional Legal Services by Michael E. Vergara (General) - September 2022	26,455.00	
10/13/22	3015237	Somach, Simmons & Dunn		26,455.00
10/13/22	3015238	Professional Legal Services by Michael E. Vergara (Groundwater) - September 2022	956.00	
10/13/22	3015238	Somach, Simmons & Dunn		956.00
10/13/22	3015239	Professional Legal Services by Michael E. Vergara (Curtilments) - September 2022	28,295.42	
10/13/22	3015239	Somach, Simmons & Dunn		28,295.42
10/13/22	3015240	Professional Legal Services by Michael E. Vergara (Legislation) - September 2022	731.00	
10/13/22	3015240	Somach, Simmons & Dunn		731.00
10/13/22	3015241	Professional Legal Services by Michael E. Vergara (CVP Issues) - September 2022	1,916.00	
10/13/22	3015241	Somach, Simmons & Dunn		1,916.00
10/13/22	3015242	Professional Legal Services by Michael E. Vergara (6th DCA) - September 2022	11,249.00	
10/13/22	3015242	Somach, Simmons & Dunn		11,249.00
10/13/22	3015243	Professional Legal Services by Michael E. Vergara (MHCS Support Agreement) - September 2022	1,876.00	
10/13/22	3015243	Somach, Simmons & Dunn		1,876.00

Date	Invoice/CM #	Line Description	Debit Amount	Credit Amount
10/13/22	4134290819	DHQ Janitorial Supplies	27.73	
10/13/22	4134290819	Weekly Uniform Service for the week ending 10/13/2022	415.31	
10/13/22	4134290819	Cintas Corporation #922		443.04
10/14/22	10142022	Mileage Reimbursement - Go to Equipco to drop off a meter	35.44	
10/14/22	10142022	Mileage Reimbursement - Go to Equipco to drop off meters, pick up the meter and solution	35.44	
10/14/22	10142022	Julia Gavrilenko		70.88
10/14/22	164549	Recall complete; Wiper motor inoperative, performed diagnostic per brake message concern, multi-point inspection on unit #23-21	495.00	
10/14/22	164549	Dornoch Inc.		495.00
10/14/22	20005073	UL Certificate	130.75	
10/14/22	20005073	Bay Alarm Company		130.75
10/14/22	3105764016	Late Charge - WSSA	32.00	
10/14/22	3105764016	Pitney Bowes Global Financial Svcs, LLC		32.00
10/14/22	INVP500956084	Roundup Pro (265gal)	12,941.14	
10/14/22	INVP500956084	Target Specialty Products		12,941.14
10/16/22	121928	Quarterly Charge for Post Warranty Agreement on Phone System	125.68	
10/16/22	121928	Quest UCCS		125.68
10/17/22	0553094499	Sink & Toilet Unit for Rental 10/17/22 - 11/13/22	252.50	
10/17/22	0553094499	Honey Bucket		252.50
10/17/22	10172022	Record Quitclaim Deed at SJC	1.00	
10/17/22	10172022	Vegetables for Juicing (\$408 Wellness Grant)	21.07	
10/17/22	10172022	Vegetables for Juicing (\$408 Wellness Grant)	20.25	
10/17/22	10172022	Petty Cash		42.32
10/17/22	10172022	Janitorial Fee For: October 2022 Cleaning	750.00	
10/17/22	10172022	Rossana Talavera		750.00
10/17/22	162613	PS2 AC repairs	442.00	
10/17/22	162613	Matrix HG, Inc.		442.00
10/17/22	32888543	Monthly Service Charge for DHQ Landlines (Account #412466572)	785.82	
10/17/22	32888543	Lingo		785.82
10/17/22	S74955	Standard Buffer Calibration for BSD Meters	112.60	
10/17/22	S74955	Equipco Sales and Service		112.60
10/18/22	8002555178	Shred It Service Dates: 9/13/2022, 9/27/2022 & 10/11/2022	398.36	
10/18/22	8002555178	Stericycle, Inc.		398.36
10/19/22	10192022	Pacific Gas & Electric Charges Account #9158717444-1 - 9/20/22-10/18/22	107.58	
10/19/22	10192022	Pacific Gas & Electric WSSA		107.58
10/19/22	13592370	Monthly Pest Control Service at BBID: 10/19/2022	76.00	
10/19/22	13592370	McCauley Ag Services		76.00
10/19/22	2023AgencyDues	2023 Annual Agency Dues	21,040.00	
10/19/22	2023AgencyDues	Association California Water Agencies		21,040.00
10/19/22	930999	Unleaded (\$4.007 per gallon)	2,219.64	
10/19/22	930999	Ramos Oil Co., Inc.		2,219.64
10/20/22	14007211	Green/Yellow Spray & Filter for Unit #88-16	96.88	
10/20/22	14007211	Pape Machinery		96.88
10/20/22	4134997936	DHQ Janitorial Supplies	18.28	
10/20/22	4134997936	Weekly Uniform Service for the week ending 10/20/2022	97.30	
10/20/22	4134997936	Cintas Corporation #922		115.58
10/20/22	9000128062	Steel Pipe & Materials for PS2 Discharge Pipeline Project	5,295.04	
10/20/22	9000128062	Northwest Pipe Company		5,295.04
10/20/22	EO&M001081122	FY2024 CVP O&M Program 2nd Billing	5,286.00	
10/20/22	EO&M001081122	Acct: 786048000-CVP O&M Escrow		
10/20/22	EO&M001081122	U.S. BANK, NATIONAL ASSOCIATION		5,286.00
10/21/22	14009755	O-Rings & Elbow Fittings for Construction Maintenance	34.84	
10/21/22	14009755	Pape Machinery		34.84



Date	Invoice/CM #	Line Description	Debit Amount	Credit Amount
10/21/22	49453	Complete BBID Site Survey and comprise detailed documentation of new client's internal/external network	625.00	
10/21/22	49453	Plus IT, Inc.		625.00
10/21/22	71107572	Utility Services for WSSA	106.55	
10/21/22	71107572	Account #2004100 - 5023784		
10/21/22	71107572	City of Tracy		106.55
10/24/22	199766CH040-13	Engineering and/or Professional Services for the period of 8/27/2022 - 9/30/2022 - District Engineering Services	1,582.50	
10/24/22	199766CH040-13	CH2M HILL Engineers, Inc		1,582.50
10/24/22	199766CH040-45	Engineering and/or Professional Services for the period of 8/27/2022 - 9/30/2022 SCADA and Programming On-Call Services	4,524.00	
10/24/22	199766CH040-45	CH2M HILL Engineers, Inc		4,524.00
10/25/22	198264	Batteries	56.63	
10/25/22	198264	Shock it & Hose Barb Mender for Water Feature at DHQ	50.00	
10/25/22	198264	Brentwood Ace Hardware		106.63
10/25/22	49027	BBID Site Survey/Lock out	125.00	
10/25/22	49027	Plus IT, Inc.		125.00
10/26/22	10262022	Internet Service for the period 11/6/22 - 12/5/22	120.45	
10/26/22	10262022	Account #8155 60 053 0156887		
10/26/22	10262022	Comcast		120.45
10/26/22	49415	BBID Site Survey/Lock out	1,000.00	
10/26/22	49415	Plus IT, Inc.		1,000.00
10/26/22	931275	Unleaded (\$3.843 per gallon)	1,140.64	
10/26/22	931275	Ramos Oil Co., Inc.		1,140.64
10/27/22	10272022	Apple - iTunes Cloud Backup_	0.99	
10/27/22	10272022	ATT - Website Solutions; SSL Premium	75.00	
10/27/22	10272022	ATT - Website Solutions; Website Basic Plan	121.08	
10/27/22	10272022	Vista Print - Business Cards for Ed Pattison	47.29	
10/27/22	10272022	Cardmember Service		244.36
10/27/22	32907541	Monthly Service Charge for 490 Hoffman Line (Account #412466573)	127.87	
10/27/22	32907541	Lingo		127.87
10/27/22	4135693137	DHQ Janitorial Supplies	42.97	
10/27/22	4135693137	Weekly Uniform Service for the week ending 10/27/2022	97.30	
10/27/22	4135693137	Cintas Corporation #922		140.27
10/27/22	NNPB000031022R	Restoration on WAPA Power for the Month of October 2022	1,181.90	
10/27/22	NNPB000031022R	Western Area Power Administration		1,181.90
10/27/22	October 2022	Janitorial Fee For: 10/8/22 & 10/22/22 - WSSA	100.00	
10/27/22	October 2022	Laurina Rocha		100.00
10/28/22	20134-001-42	Engineering and/or Professional Services for the period of 9/1/2022 - 9/30/2022 - General On Call Engineering Services (Project #20134-001)	8,322.50	
10/28/22	20134-001-42	Engineering and/or Professional Services for the period of 9/1/2022 - 9/30/2022 - WSSA Culvert Design (Project 20134-008)	1,187.50	
10/28/22	20134-001-42	Engineering and/or Professional Services for the period of 9/1/2022 - 9/30/2022 - WSSA Capital Improvements Plan (Project 20134-009)	14,105.00	
10/28/22	20134-001-42	Engineering and/or Professional Services for the period of 9/1/2022 - 9/30/2022 - PS1N Retrofit Project (Project #20134-011)	905.00	
10/28/22	20134-001-42	Engineering and/or Professional Services for the period of 9/1/2022 - 9/30/2022 - PS 2 Discharge Pipe Replacement Project (Project #20134-012)	250.00	
10/28/22	20134-001-42	Engineering and/or Professional Services for the period of 9/1/2022 - 9/30/2022 - AWMP (Project #20134-013)	6,186.25	
10/28/22	20134-001-42	Hazen & Sawyer		30,956.25
10/28/22	24405	Rekey Locks at DHQ	1,321.74	

Date	Invoice/CM #	Line Description	Debit Amount	Credit Amount
10/28/22	24405	Tracy Lock & Safe		1,321.74
		Service Call on 10/28/22 - Worked on cameras and access control, cameras needs new power supply	355.00	
10/28/22	259925	I Spy Vision		355.00
10/28/22	SW030121017	Perform PM Level 1 Service on XQ425 Generator	618.23	
10/28/22	SW030121017	Holt of California		618.23
10/28/22	SW030121019	Perform PM Level 1 Service on XQ80 Generator	451.75	
10/28/22	SW030121019	Holt of California		451.75
10/28/22	SW030121020	Perform PM Level 1 Service on Genset 150	618.23	
10/28/22	SW030121020	Holt of California		618.23
		Troubleshoot & Repair Engine Coolant Heater on C32 Generator	1,166.73	
10/28/22	SW030121021	Holt of California		1,166.73
10/29/22	058158132X221029	Satellite Service for the period 10/28/2022 - 11/27/2022	79.99	
10/29/22	058158132X221029	DIRECTV		79.99
		Pacific Gas & Electric Charges Account #7267502832 490 Hoffman Ln for Period: 9/26/2022 - 10/24/2022	842.56	
10/31/22	10312022	Pacific Gas & Electric Charges Account #2085093362 6P N/Marsh Creek Rd for Period: 9/26/2022 - 10/24/2022	1,007.63	
10/31/22	10312022	Pacific Gas & Electric Charges Account #2085093666 WS Bethany Canal 3P for Period: 9/26/2022 - 10/24/2022	275.77	
10/31/22	10312022	Pacific Gas & Electric Charges Account #2085093230 N/S Hwy 4 OPP: 9/26/2022 - 10/24/2022	157.82	
10/31/22	10312022	Pacific Gas & Electric Charges Account #2085093194 W SPRR S Hoffman Ln for Period: 9/26/2022 - 10/24/2022		58.63
10/31/22	10312022	Pacific Gas & Electric Charges Account #2080801459 2200 Hoffman Ln for Period: 9/26/2022 - 10/24/2022	32.62	
10/31/22	10312022	Pacific Gas & Electric Charges Account #2086930222 2200 Hoffman Ln Pump Station: 9/26/2022 - 10/24/2022	3,118.12	
10/31/22	10312022	Pacific Gas & Electric Charges Account #2085093357 7777 Bruns Rd for Period: 9/26/2022 - 10/24/2022		5.27
10/31/22	10312022	Pacific Gas & Electric Charges Account #2084691543 Herdlyn Rd & Byron Rd: 9/26/2022 - 10/24/2022		50.64
10/31/22	10312022	Pacific Gas & Electric 2085		5,319.98
10/31/22	187436	Welding Cylinders and Supplies	217.00	
10/31/22	187436	California Welding Supply		217.00
10/31/22	2022-3959	Base Rock for Canal Maintenance	1,524.50	
10/31/22	2022-3959	Byron Crushing & Grinding Services		1,524.50
		Vehicle Maintenance & Opacity Testing on Units #50-20; Service Date 10/31/2022	125.00	
10/31/22	7167	Fleet Crew		125.00
		Vehicle Maintenance & Opacity Testing on Units #82-20; Service Date 10/31/2022	125.00	
10/31/22	7168	Fleet Crew		125.00
10/31/22	82151946	Realquest Geographic Package for Month of: October 2022	297.00	
10/31/22	82151946	CoreLogic Solutions, LLC		297.00
			<b>392,394.59</b>	<b>392,394.59</b>

**RESOLUTION NO. 2022-21****A RESOLUTION OF THE BOARD OF DIRECTORS OF BYRON-BETHANY IRRIGATION DISTRICT AUTHORIZING REMOTE TELECONFERENCE MEETINGS IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(e)**

**WHEREAS**, Byron-Bethany Irrigation District (District) recognizes the importance of transparency and clear communication in government and is committed to full compliance with both the letter and spirit of the Ralph M. Brown Act (Gov. Code, §§ 54950 – 54963) (hereinafter “Brown Act”); and

**WHEREAS**, all meetings of the District’s Board of Directors are open and public, as required by the Brown Act, so that any member of the public may attend and participate; and

**WHEREAS**, the Brown Act (Gov. Code, § 54953, subd. (e)) allows members of a legislative body to participate in meetings remotely, without compliance with the requirements of Government Code section 54953, subdivision (b)(3), if a state of emergency is proclaimed pursuant to Government Code section 8625 and state or local officials have imposed or recommended measures to promote social distancing, or meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, on March 4, 2020, Governor Gavin Newsom proclaimed a State of Emergency to exist in the State of California as a result of the threat of COVID-19 (Proclamation); and

**WHEREAS**, on September 16, 2021, the Governor signed Assembly Bill 361 authorizing, among other things, that during a proclaimed state of emergency local agencies may continue meeting remotely under modified Brown Act requirements until January 1, 2024, or until the Governor rescinds the Proclamation, whichever comes first; and

**WHEREAS**, the District wishes to authorize remote teleconference meetings pursuant to Government Code section 54953, subdivision (e).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of Byron-Bethany Irrigation District as follows:

1. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.
2. The Board of Directors does hereby find that the Proclamation has not been rescinded.
3. The Board of Directors does hereby find that, given the Governor’s continuing Proclamation, conditions exist posing imminent risk to the health and safety of Board members and those who personally attend Board meetings.
4. The Assistant General Manager and staff are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including

conducting open and public meetings in accordance with Government Code section 54953, subdivision (e), and other applicable provisions of the Brown Act.

5. This Resolution shall take effect immediately upon its adoption, and shall be effective until the earlier of (a) December 22, 2022, or (b) such time as the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953, subdivision (e)(3), to extend the time during which the Byron-Bethany Irrigation District Board of Directors may continue to meet remotely without compliance with the requirements of Government Code section 54953, subdivision (b)(3).

**PASSED, APPROVED, AND ADOPTED** at a regular meeting of the Board of Directors of Byron-Bethany Irrigation District on November 22, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Tim Maggiore  
President, Board of Directors  
Byron-Bethany Irrigation District

ATTEST:

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Secretary, Board of Directors  
Byron-Bethany Irrigation District



# BYRON-BETHANY IRRIGATION DISTRICT STAFF REPORT

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TO: THE HONORABLE PRESIDENT AND MEMBERS OF THE BOARD

FROM: EDWIN PATTISON

DATE: NOVEMBER 22, 2022

SUBJECT: EAST CONTRA COSTA GROUNDWATER SUSTAINABILITY  
ASSOCIATION PROPOSITION 68 GRANT FUNDING APPLICATION  
SUPPORT

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## **RECOMMENDATION**

It is recommended that the Board of Directors approve the attached resolution showing support for the City of Brentwood to act as the lead agency for the East Contra Costa Groundwater Sustainability Association (ECCGSA) Working Group to complete the Sustainability Groundwater Management Act (SGMA) grant program application for the Groundwater Sustainability Plan (GSP) for the East Contra Costa Subbasin, and to subsequently, support the City of Brentwood to enter into an agreement with the State of California to receive the Proposition 68 grant funding.

## **DISCUSSION**

As a working member of the ECCGSA working group, the Byron-Bethany Irrigation District is being requested to provide a resolution and a letter of support for the ECCGSA Proposition 68 grant application. A range of projects are identified within the grant application to improve overall regional groundwater management for the area, groundwater monitoring and modeling to better characterize the groundwater basin, and outreach to various communities. See attached proposed projects for the grant application.

## **BACKGROUND**

Groundwater within the ECCGSP is generally shallow and of varying quality from poor to marginally acceptable to meet agricultural irrigation and municipal needs. The State of California is advancing groundwater regulations through GSPs located throughout the state and is funding groundwater management practices through Proposition 68. The ECCGSA represents the Byron-Bethany area. BBID also belongs to the Tracy Subbasin, which is another working group working toward groundwater management in the Tracy area. No

## **FISCAL IMPACT**

Existing funding of the ECCGSP exists within the BBID 2022 budget and no local cost share for the Proposition 68 grant application is required.

**ATTACHMENTS** (1) Letter of support; (2) Resolution supporting grant application; and (3) proposed projects for grant application.





TIM MAGGIORE  
President  
Division III

JACK ALVAREZ  
Vice President  
Division VII

LARRY ENOS, JR.  
Director  
Division I

MARK MAGGIORE  
Director  
Division II

CHARLES TUSO  
Director  
Division V

AMANJIT SANDHU  
Director  
Division IV

TOM PEREIRA  
Director  
Division VI

KELLEY GEYER  
Interim General Manager  
Secretary

November 22, 2022

Mr. James Wolfe  
Water Operations Manager, City of Brentwood  
GSP Administrator, City of Brentwood Groundwater Sustainability Agency  
2201 Elkins Way  
Brentwood, CA 94513

**Subject: Support for DWR Proposition 68 (Round 2) Grant Application for  
East Contra Costa Subbasin Groundwater Sustainability Plan  
Implementation**

Dear Mr. Wolfe:

On behalf of the East Contra Costa Irrigation District representing local farmers and ranchers, individuals and non-farm members and businesses, we wish to state our intention as a GSA to cooperate in the implementation of the Groundwater Sustainability Plan (GSP) for the East Contra Costa (ECC) Subbasin. The East Contra Costa Irrigation District GSA supports the City of Brentwood GSA, acting on behalf of GSAs and Interested Parties in the ECC Subbasin, in applying for a Proposition 68 (Round 2) California Department of Water Resources (DWR) grant application for the ECC Subbasin GSP implementation. We understand that the purpose of the grant application is to develop and utilize the data, tools, management actions, and projects necessary to successfully implement the GSP. The GSP, adopted by our GSA together with all other participating GSAs in the ECC Subbasin, was submitted to DWR in January 2022 to comply with the Sustainable Groundwater Management Act (SGMA).

Our agency will continue to cooperate and coordinate with other GSAs and Beneficial User Groups, including disadvantaged communities, tribal governments and interested parties, in accordance with the Water Code and related regulations to implement the ECC Subbasin GSP to achieve the sustainability goal for the Subbasin. Our participation includes ongoing coordination in the collection and/or sharing of monitoring and other data and strong collaboration to provide timely management actions and projects as needed to ensure future ECC Subbasin sustainability. We recognize that decades of conjunctive water resources management approaches in the ECC Subbasin have contributed to the ability of the Subbasin to buffer historical drought effects. However, in anticipation of a likely hotter and drier climate, continued proactive collaborative efforts by the GSAs along with ongoing stakeholder communication and engagement will be key to a sustainable outcome.

Thank you for the opportunity to offer support for GSP implementation for the ECC Subbasin and the City of Brentwood GSA's application for a Proposition 68 grant on behalf of all GSAs in the Subbasin.

Sincerely,

Edwin Pattison  
Acting General Manager  
Byron-Bethany Irrigation District

**RESOLUTION NO. 2022-22**  
**AUTHORIZING PREPARATION AND SUBMITTAL OF A SUSTAINABLE GROUNDWATER  
MANAGEMENT ACT (SGMA) IMPLEMENTATION ROUND 2 FUNDING APPLICATION TO THE  
CALIFORNIA DEPARTMENT OF WATER RESOURCES FOR THE EAST CONTRA COSTA  
GROUNDWATER SUBBASIN IN CONTRA COSTA COUNTY, CA**

**WHEREAS**, in August 2014, the California Legislature passed, and in September 2014 the Governor signed, legislation creating the Sustainable Groundwater Management Act ("SGMA") "to provide local groundwater sustainability agencies with the authority and technical and financial assistance necessary to sustainably manage groundwater" (Wat. Code, § 10720, (d)); and

**WHEREAS**, SGMA requires sustainable management through the development of groundwater sustainability plans ("GSPs"), which can be a single plan developed by one or more groundwater sustainability agencies ("GSAs") or multiple coordinated plans within a basin or subbasin (Wat. Code, § 10727); and

**WHEREAS**, SGMA requires a GSA be formed to manage groundwater in all basins designated by the California Department of Water Resources ("DWR") as a medium or high priority, including the East Contra Costa Subbasin; and

**WHEREAS**, City of Antioch ("Antioch"), City of Brentwood ("Brentwood"), Byron-Bethany Irrigation District ("BBID"), Contra Costa Water District ("CCWD"), Contra Costa County ("County"), Diablo Water District ("DWD"), East Contra Costa Irrigation District ("ECCID"), and Discovery Bay Community Services District ("Discovery Bay") were formed as GSAs [except CCWD] for the purposes of sustainably managing groundwater in the East Contra Costa Subbasin within their jurisdictional boundaries, pursuant to the requirements of SGMA; and

**WHEREAS**, the GSAs have the authority to draft, adopt, and implement a GSP (Wat. Code, § 10725 *et seq.*); and

**WHEREAS**, on May 9, 2017, the GSAs entered into a Memorandum of Understanding ("Agreement") with all other GSAs within the East Contra Costa Subbasin along with CCWD for the purpose of jointly developing a single GSP for the East Contra Costa Subbasin and coordinating sustainable groundwater management in the Subbasin (Wat. Code, §10727(a)(2)); and

**WHEREAS**, the Brentwood GSA submitted an Initial Notification to DWR on behalf of all the GSAs to jointly develop a GSP for the Subbasin on February 12, 2018; and

**WHEREAS**, a group ("Working Group") consisting of the GSAs and CCWD has coordinated in the Subbasin to draft a single GSP; and

**WHEREAS**, on behalf of the GSAs, the Working Group developed the draft GSP ("GSP") and released portions of the draft GSP for public and local agency review during GSP development and released the entire draft on September 7, 2021;

**WHEREAS**, the ECC Subbasin submitted its adopted GSP to DWR by the January 31, 2022 submittal deadline; and,

**WHEREAS**, the ECC Subbasin is now pursuing GSP implementation funding from the SGMA Implementation Round 2 funding cycle through DWR with applications due by November 30, 2022; and,

**WHEREAS**, the ECC Subbasin is authorized to prepare a complete SGMA Implementation Round 2 Application, with review by the ECC Working Group, for submittal to DWR that is consistent with DWR Guidelines and Proposal Solicitation Package ("PSP") documentation, as well as its adopted GSP goals, objectives and priority actions.

**WHEREAS**, the City of Brentwood is acting as the lead agency for the ECC Working Group per the GSP Implementation MOU executed by the ECC GSAs on date May 11, 2022 to complete the SGMA grant program application for GSP implementation for the ECC Subbasin and to enter into an agree agreement with the State of California to receive grant funding.

**NOW, THEREFORE, BE IT RESOLVED**, that the Byron-Bethany Irrigation District does hereby:

1. Find that the recited facts are true and that it has the jurisdiction to consider, approve, and adopt this Resolution.
2. Resolve that an application be made to the Department of Water Resources to obtain a grant under the 2021 Sustainable Groundwater Management (SGM) Grant Program SGMA Implementation Grant pursuant to the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018 (Pub. Resources Code, § 80000, et seq.) and the California Budget Acts of 2021 and 2022.
3. Be it further resolved that the City of Brentwood has the authority on behalf of the ECC Working Group and shall enter into a funding agreement with the Department of Water Resources to receive a grant for the ECC Subbasin GSP Implementation.
4. The City Manager of the City of Brentwood, or designee, is hereby authorized and directed to prepare the necessary data, conduct investigations, prepare and file such application, execute a grant funding agreement and any future amendments thereto, submit invoices, and submit any reporting requirements with the Department of Water Resources.

PASSED, APPROVED, AND ADOPTED this 22<sup>nd</sup> day of November 2022 by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:



Attest:

\_\_\_\_\_

Secretary

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

CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Byron-Bethany Irrigation District held on November 22, 2022.

Clerk/Secretary: \_\_\_\_\_

**October 2022**

**DWR Prop 68 Round 2 Application: Draft List**

List of proposed ECC Prop 68 components and subcomponents. Subcomponents will be used to write the workplan and provide a short narrative description of the component.

**Component 1: GSP Revisions and Updates**

- Response to DWR Comments
  - Potential GSP Revisions
- Annual Report
  - Data collection and coordination
  - Update DMS
  - Data Upload to SGMA Portal
  - Update report
- 2027 GSP Update
  - Update model
  - Update water use
  - Document any changes since 2022 GSP

**Component 2: Address GSP Data Gaps and Monitoring Network Enhancements**

- Installation of additional monitoring wells
  - Interconnected Surface Water monitoring (baseline characterization southern end of Subbasin)
    - Rating curves development/installing of stream stages
    - Shallow wells along other minor creeks
    - Incorporating data collection into DMS for enhanced data transparency and visualization
  - Further monitoring of principle aquifers through installation of deeper wells in key locations
- Installation of data loggers in key locations throughout the Subbasin
- Address data gaps with additional monitoring regarding sustainability of the deep aquifer for use as a long- term drinking water supply source for the Subbasin

**Component 3: Transport Model Development**

- Update resolution and need to refine geology for better representation of solute or particle tracking
- Develop a solute transport model that will allow the simulation of the transport of chemicals within the East Contra Costa Subbasin.
- Utilize transport model updates to further delineate known water quality concerns in the Subbasin
  - Reviewing and delineating Iron/Manganese drinking water MCL exceedances and increasing TDS/EC trends that would result in drinking water violations and expensive water infrastructure mitigation projects

## Component 4: Implementation of Groundwater Use and Management

### Task 1: Local Water Conservation

- Continued outreach to growers (e.g., cover cropping, soil health, drainage management, stormwater control)
- Rebates and incentives for water agency customers
- Irrigation management evaluations

### Task 2: Groundwater Management Policy – Positioning for the Future

- Developing strategies to manage and monitor groundwater use
- Well Spacing Control and oversight of well construction
- Well Metering, Monitoring and Reporting for public agency wells
  - Backup generators for public agency wells

### Task 3 Well Inventory Analysis

- Uses
- Location, depth, screened interval
- Outreach to operators
  - Particularly domestic and PWS
- Developing updated well system infrastructure replacement design standards and project specifications for sustainable water CIP improvements that mitigate long term water quality concerns,



# BYRON-BETHANY IRRIGATION DISTRICT STAFF REPORT

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TO: THE HONORABLE PRESIDENT AND MEMBERS OF THE BOARD

FROM: EDWIN PATTISON

DATE: NOVEMBER 22, 2022

SUBJECT: **APPOINTMENT OF DIRECTOR TO THE POWER AND WATER  
RESOURCES POOLING AUTHORITY**

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## **RECOMMENDATION**

Staff recommends appointing the General Manager and an alternate (Note: More than one alternate is an option) to the Power and Water Resources Pooling Authority (PWRPA).

## **DISCUSSION**

The Power and Water Resources Pooling Authority (PWRPA) is a Joint Powers Authority comprised of nine (9) Irrigation Districts that organized in 2004 under California State law to collectively manage individual power assets and loads. The Authority serves fifteen (15) water purveyors, the aerial scope of PWRPA spans a significant portion of the Sacramento-San Joaquin Valleys and coastal counties of California. The Authority's power load ranges from 20 to 120 MW from Winter to Summer consuming 290 to 520 GWH of energy annually to convey, treat, and recycle water for their growers and consumers. The Participants individual loads range from 2 to 35 MW.

Although principally formed to coordinate power supplies, these districts and agencies recognize the interchangeability of water management and power requirements; accordingly, as the name reflects, the participants envision alternative water-management options and potential exchanges as a potentially significant role for the Authority.

## **BACKGROUND**

- General notes regarding Byron-Bethany Irrigation District's (BBID or District, including the West Side Irrigation District's (Now West Side Service Area or WSSA) role in PWRPA:
  - Common glue for forming PWRPA is that all members have a WAPA Base Resource contract.
  - BBID's load left in 2010 because the load is technically in Balancing Area North America (BANC), same as WAPA, and therefore, is better served by a WAPA Full Load Service contract. The rest of the districts are in the California Independent System Operator (CAISO) load balancing area.
  - BBID and the Westside Side Irrigation District consolidated in November 2020, which became effective in 2021.

- Westside is “The West Side” or “TWID” in PWRPA because West Stanislaus ID is in PWRPA and already uses WSID. Once BBID and TWID consolidated, PWRPA uses the BB-WID as the acronym. Please note that the acronym “BBID” was not used to ensure no confusion with BBID being the former load PWRPA served from 2005-2010.
- Point of Interconnection: Meter: Westside Pumping Plant, Meter ID: WE377766, Service Voltage at Primary
- PWRPA Management
  - Note that PWRPA does not have employees, all are contract staff:
    - General Manager: Bruce McLaughlin (firm is Cameron Daniel (CD))
    - Operations Manager: Cori Bradley (firm is RBI)
    - Meter Service Provider: Trimark Assoc
    - Scheduling Coordinator: ACES
    - Operations Staff: various at RBI
  - PWRPA Board
    - Chairman: David Weisenburger BCID
    - Vice Chair: David Ansolobehere CWD
    - Treasurer: David Nixon, AEWSD
- Westside Service Summary

PWRPA						PGE	PWRPA Savings over PGE
	MWh	Peak Usage	Total Cost	c/kWh	Comparison		
2019	2,406	1,217	\$ 252,768	10.5	11.2		-6%
2020	2,750	946	\$ 313,280	11.4	12.8		-11%
2021	2,644	920	\$ 315,835	11.9	13.9		-14%
*2022	2,485	1,038	\$ 454,699	18.3	19.9		-8%

\*2022 Estimated for Sept-Dec data

Notes for data table above:

- PWRPA compares its service provision to PGE as the alternative provider.
- PWRPA does not show in the rate comparison that PWRPA members pay P3 (public purpose) funds, and unlike PGE, PWRPA members get to use those funds directly for projects.
- PWRPA members also get an allocation of Cap and Trade funds to use on qualifying projects.
- Rates increased significantly in 2022 due to the drastic increase in PG&E Distribution costs (PWRPA passes those directly through to members).

Westside Project Participation in PWRPA:

Voting Share:	3.8 %	(on average)	
BR Contract Share:	0.141 %	of total CVP	
		<u>Total</u>	<u>TWID MW</u>
<u>Generation Projects:</u>	<u>%</u>	<u>Project MW</u>	<u>Share</u>
Lodi Energy Center	4.19	8	0.34
Astoria Solar	-	10	-
Whitney Point Solar:	-	11	-
Slate Solar:	1.15	26	0.30
Slate Battery:	1.50	10	0.15

## **FISCAL IMPACT**

No fiscal impact for appointing members to the PWRPA Board of Directors. PWRPA electrical power costs represents a savings to PWRPA members when compared to PG&E rates.





# BYRON-BETHANY IRRIGATION DISTRICT STAFF REPORT

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TO: THE HONORABLE PRESIDENT AND MEMBERS OF THE BOARD

FROM: EDWIN PATTISON

DATE: NOVEMBER 22, 2022

SUBJECT: REVIEW OF INVESTMENT OPTIONS AND STATEMENT OF  
INVESTMENT POLICY

---

## **STAFF RECOMMENDATION**

It is recommended that the Board of Directors receive the presentation, review the attached example public agency investment policies, and discuss the potential for developing an investment strategy to increase BBID's return of investment.

## **DISCUSSION**

For a significant amount of time, the Byron-Bethany Irrigation District (BBID or District) has relied on limited investment opportunities. By working with a financial advisor, reserve funds could be safely invested to potentially earn a significantly higher rate of return than the current investment strategy. To support this discussion, several investment policies, including a 2010 BBID investment policy, is attached to highlight investment best practices for safety, liquidity, and return of investment.

## **BACKGROUND**

This item is being placed on the agenda to facilitate a discussion item only to review potential investment options to safely enhance the return of investment of Byron-Bethany Irrigation District funds. An introduction to current market conditions and available investment options in today's current market is being provided by Mark Edelman, King Capital Advisors. In support of this discussion, several examples of investment policies are attached for consideration.

## **FISCAL IMPACT**

No fiscal impact to review investment opportunities. By working with a financial advisor the potential exist to significantly increase the rate of return for BBID funds while ensuring safety and liquidity.

**ATTACHMENTS** Three (3) investment policy examples: (1) BBID; (2) Mountain House; and (3) City of Rosemead, along with Figure 1 showing allowable investments per state government code.

**RESOLUTION 2010-5**

**RESTATED ANNUAL STATEMENT  
OF INVESTMENT POLICY FOR THE  
BYRON BETHANY IRRIGATION DISTRICT**

WHEREAS, the Board of Directors has heretofore established a general fund from which monies may be expended for general operating purposes; and

WHEREAS, the Board of Directors has established reserve funds for various needs of the District; and

WHEREAS, in addition to the moneys in the established reserve funds, District has on hand in the general fund from time to time moneys which are surplus to District's immediate operating needs; and

WHEREAS, it has been determined to be in the public interest to invest such surplus moneys in a manner which insures a maximum return consistent with safety on such investments while maintaining the integrity of such surplus and inactive funds; and

WHEREAS, the Board of Directors has heretofore designated depositories, and may from time to time hereafter designate additional such depositories, to have custody of District funds; and

WHEREAS, the Treasurer has rendered an annual Statement of Investment Policy to the Board pursuant to Section 53646(a) of the Government Code;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the District as follows:

1. Hereby approves and adopts that certain restated Investment Policy, attached as EXHIBIT "A", and by this reference incorporated herein, effective January 1, 2010.

PASSED AND ADOPTED at a Regular Meeting of the Board of Directors of the Byron Bethany Irrigation District this 16<sup>th</sup> of February 2010, by the following vote:

AYES: **Brown, Fredrickson, Kagehiro, Maggiore, Musco, Tennant, Tuso**

NOES:

ABSENT:

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Russell Kagehiro, President

**SECRETARY'S CERTIFICATION**

I, Rick Gilmore, Secretary of the Board of Directors of the Byron Bethany Irrigation District do hereby certify that the foregoing Resolution is a true and correct copy entered into the Minutes of the Adjourned Regular Meeting of February 16, 2010, at which time a quorum was present, and that there has been no motion to amend or rescind the above Resolution.

---

Rick Gilmore, Secretary

## INVESTMENT POLICY FOR SPECIAL DEPOSITS

### OVERVIEW

This Investment Policy for Special Deposits (the “Deposit Investment Policy”) was approved by the Mountain House Community Services District Board of Directors on March 14, 2018. The Deposit Investment Policy may be amended by the Board as it deems appropriate from time to time in the prudent investment of the District’s special deposits.

**Policy Statement** - The District is guided by three objectives in its investment of public funds. In order of priority those objectives are:

- 1.1. Safeguarding of principal.
- 1.2. Ensuring that investments satisfy the liquidity needs of the District.
- 1.3. Obtaining an optimal rate return on available assets, commensurate with an appropriate level of risk.

2. **Scope** - This investment policy applies to all special deposit funds not required for the immediate operating needs of the District and are accounted for in the District’s monthly financial report.

3. **Objectives**: The priority ranked objectives of the District’s investment activities shall be:

- 3.1. **Legality**. Investments shall only be made in securities legally permissible by the California Government Code, Sections 53635, 53635.2 et seq.
- 3.2. **Safety**. Investments shall be undertaken in a manner that seeks to ensure preservation of capital in the overall portfolio. To attain this objective, diversification is required. Investments must be made in securities of high quality to avoid credit risk and loss of principal.
- 3.3. **Liquidity**. The investment portfolio must remain sufficiently liquid to enable the District to meet all foreseeable operating requirements.
- 3.4. **Return on Investment**. The investment portfolio shall be designed with the objective of attaining a market rate of return, taking into consideration policy objectives and cash flow characteristics of the portfolio.

4. **Delegation of Authority** - The Board of Directors is responsible for the management and oversight of the investment program. Day to day management responsibility for the investment program is delegated to the District’s General Manager, who will ensure that the investment program is in accord with the Board’s directives. The General Manager shall be responsible for all transactions undertaken and will establish a system of controls to regulate the activities of appropriate staff members.



5. **Prudence** - Investments shall be made with time relevant judgment and care, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, and not for speculation, but for investment, considering the probable safety of principal as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio with aims to safeguard the principal and maintain the liquidity needs of the agency. The prudent investor standard states that when investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including but not limited to, the general economic conditions and the anticipated needs of the District, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims to safeguard the principal and maintain the liquidity needs of the District.
6. **Borrowing for Purposes of Making Investments** - Management is prohibited from the practice of borrowing for the sole purpose of making investments.
7. **Authorized Investments and Limits** - The General Manager or his/her designee may only invest funds in the following secure and reliable permitted investments:
  - 7.1. Investment in the California Local Agency Investment Fund (LAIF). Funds shall be placed in LAIF as alternative liquid investments under this policy.
  - 7.2. Shares of Beneficial Interest issued by diversified management companies, otherwise known as Mutual Funds, investing in the securities and obligations as authorized by the California Government Code, sections 53601 et seq.
  - 7.3. United States Treasury Bills, Notes, Certificates of Indebtedness, or those for which the full faith and credit of the United States are pledged for the payment of principal and interest.
  - 7.4. Savings Accounts or Certificates of Deposit issued by a nationally or state chartered bank, or, savings association fully insured by the FDIC or FSLIC.
  - 7.5. Deposit of funds in the County of San Joaquin Treasury Investment Pool.
  - 7.6. U.S. Federal Agency or United States government-sponsored enterprise obligations, participations or other instruments issued by the Government National Mortgage Association (GNMA), the Federal Home Loan Bank (FHLB), the Federal National Mortgage Association (FNMA), the Federal Home Loan Mortgage Association (FHLMC), the Federal Farm Credit System (FFCB), and the Federal Agricultural Mortgage Company/Farmer Mac (FAMCA).
  - 7.7. Medium Term Corporate Notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state

operating within the United States. Notes eligible for investments under this subdivision shall be rated “A” or better by a nationally recognized rating service.

8. **Maximum Maturities** - To the extent possible, investments shall be made to match anticipated cash flow requirements. Furthermore, no investment with a term in excess of five years may be made.
9. **Internal Control** - As part of the District’s annual independent audit, the investment program shall be reviewed for appropriate internal controls that provide assurance of compliance with policies and procedures.
10. **Reporting** - The General Manager shall provide the Board of Directors with a quarterly report of investment activity verifying that the investment portfolio is in compliance with the District’s investment policy. The report will also include a statement indicating the District’s ability to meet its expenditure requirements for the ensuing six months or to provide an explanation as to why sufficient funds shall not or will not be available.
11. **Ethics and Conflicts of Interest** – Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program, or which could impair their ability to make impartial decisions.
12. **Investment Policy Review** - The Board of Directors shall review the investment policy annually. The Board shall accept and approve the investment policy and any changes.

City of Rosemead

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# Statement of Investment Policy

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Fiscal Year 2022-23



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# 2022-23 INVESTMENT POLICY

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## I. INVESTMENT PHILOSOPHY

### A. Introduction

The Annual Statement of Investment Policy is intended to provide specific criteria and clear understanding of guidelines for the prudent investment of City funds. The ultimate investment goal is to enhance the economic status of the City while protecting funds under management and meeting the daily cash flow needs of the City. This investment policy has been prepared in conformance with all pertinent existing laws of the State of California including California Government Code Sections 53600, et seq.

Government Code Section 53646 previously mandated that annual investment policies and quarterly reports be rendered to the legislative body. AB2853 amended the Government Code Section 53646 to remove the requirements; the rendering of these documents is permissive rather than mandated. Although the Annual Investment Policy and Quarterly Reports are no longer required, the City believes it prudent to continue to provide the legislative body with these documents. Consequently, the Finance Director/Treasurer will continue to render to the City Council quarterly investment reports and the annual statement of investment policy.

### B. Objectives

The primary objectives of investment activity, in order of priority, are shown below, and shall be in conformity with California Government Code section 53600.5:

1. *Safety* – Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.
2. *Liquidity* – The investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements as prescribed by state law and which might be reasonably anticipated. An adequate portion of the portfolio should be maintained in liquid short-term securities that can be converted to cash if necessary to meet disbursement requirements. Since unanticipated cash requirements do, indeed, arise, most investments will be in securities with active secondary or resale markets. Emphasis shall be on marketable securities with low sensitivity to market risk.
3. *Yield* – Yield should become a consideration only after the more basic requirements of safety and liquidity have been met. The investment portfolio shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles commensurate with the City's investment risk restraints and the cash flow characteristics of the portfolio.

### C. Prudence

1. The Prudent Investor Standard shall be used by investment officials, and shall be applied in the context of managing an overall portfolio. Investment staff acting in

accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes.

2. The City adheres to the guidance provided by the "prudent investor" standard, as codified in Government Code section 53600.3. This obligates a fiduciary to insure that: "When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent investor acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part to an overall strategy, investments may be acquired as authorized by law."

## **II. OPERATIONAL AND PROCEDURAL MATTERS**

### **A. Scope**

This investment policy applies to all financial assets and investment activities of the City except for proceeds of debt issuance, defined contribution plans (deferred compensation), defined benefit plans (pension), and the Other Post Employment Benefit (OPEB) trust. The exempt assets are invested in accordance with regulations established by the State of California and any agreements specific to the funds. Where present, bond indenture and guiding resolution documentation for investment of bond proceeds will supersede the City of Rosemead Investment Policy guidelines.

All monies, with the exception of Successor Agency and Rosemead Housing Development Corporation, shall be pooled for investment purposes to provide investment efficiencies and cash flow. The investment income derived from the pooled investment account shall be allocated based upon the proportion of the respective average balances relative to the total pooled balance in the portfolio. Investment income shall be distributed to the individual funds not less than quarterly.

### **B. Delegation and Authority**

1. Pursuant to California Government Code Section 53607 which requires the annual delegation of investment authority to the City Treasurer, the City Council hereby delegates management responsibility of the City's investment program to the Finance Director/Treasurer for one year or until such time the delegation is revoked. The Finance Director/Treasurer may delegate daily investment activity, such as carrying out the Treasurer's investment instructions, confirming transactions, and other routine activities.
2. The Finance Director/Treasurer shall establish written procedures for the operation and management of the City's investment program consistent with this investment policy including explicit delegation of authority to person responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and procedures established by

the Finance Director/Treasurer.

3. In the absence of the Director of Finance, the Finance Manager, in conjunction with the City Manager, has investment responsibility.
4. The City Council may, upon recommendation of the Investment Committee, engage the services of one or more external investment managers to assist in the management of the City's investment portfolio in a manner consistent with the City's objectives. Such external managers may be granted limited discretion to purchase and sell investment securities in accordance with this Investment Policy. Such managers must be registered under the Investment Advisers Act of 1940, or be exempt from such registration. Such external managers shall be prohibited from 1) selecting broker/dealers, 2) executing safekeeping arrangements, and 3) executing wire transfers. This Section does not preclude the City Treasurer from retaining portfolio consultants within existing authority.

C. Internal Controls

The Finance Director/Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. Internal controls shall be in writing and shall address the following points: control of collusion, separation of transaction authority from accounting and record keeping, safekeeping of assets and written confirmation of telephone transactions for investments and wire transfers.

D. Conflict of Interest

State law, City statutes and City personnel and purchasing policies shall be followed to avoid conflict of interest or the appearance thereof. In addition to the applicable requirements of the Political Reform Act and the Government Code Section 1090, the Finance Director/Treasurer and City Manager, members of the City Council, members of the Investment Committee, their spouses and investment consultants shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions on behalf of the City. In addition, these individuals shall disclose to the City Manager any financial interests in or financial relationships with financial institutions that conduct business with the City, and shall subordinate their personal investment transactions to those of the City's, particularly with regard to the timing of purchases and sales. All bond issue providers including but not limited to underwriters, bond counsel, financial advisors, brokers and dealers, will disclose any fee sharing arrangements or fee splitting to the City Manager prior to the execution of any transactions. The providers must disclose the percentage share and approximate dollar amount share to the City prior to the execution of any transactions.

E. Authorized Financial Dealers and Institutions

1. The Treasurer, at his or her discretion, maintains a list of financial institutions authorized to provide investment services to the City. Institutions eligible to transact investment business with the City include:
  - a. Primary or Regional dealers that qualify by the SEC Rule 15c3-1

- b. Nationally or state-chartered banks,
  - c. The Federal Reserve Bank, and
  - d. Direct issuers of securities eligible for purchase by the City.
- 2. Selection of financial institutions and broker/dealers authorized to engage in transactions with the City shall be at the sole discretion of the City.
- 3. The Treasurer and Investment Committee shall obtain information from qualified financial institutions to determine if the institution makes markets in securities appropriate for the City's needs, can assign qualified sales representatives and can provide written agreements to abide by the conditions set forth in the City of Rosemead Investment Policy. Investment accounts with all financial institutions shall be standard non-discretionary accounts and may not be margin accounts.
- 4. All financial institutions which desire to become qualified bidders for investment transactions must supply the Treasurer with the following:
  - a. Audited financial statements for the institution's three most recent fiscal years.
  - b. At least three references from California local agencies whose portfolio size, investment objectives and risk preferences are similar to the City's.
  - c. A statement certifying that the institution has reviewed the California Government Code Section 53600 *et seq.* and the City's Investment Policy and that all securities offered to the City shall comply fully and in every instance with all provisions of the California Government Code.
- 5. The signatures of two individuals shall be required for the opening and closing of any bank account and broker account (the Finance Director/Treasurer or City Manager, and the Mayor or Mayor Pro Tem). The Finance Manager, who is independent of the investment function, shall keep a record of all opened and closed accounts. On an annual basis, the Finance Manager shall provide this list of accounts to the City's independent auditor.
- 6. Public deposits shall be made only in qualified public depositories within the State of California as established by State law. Deposits shall be insured by the Federal Deposit Insurance Corporation, or, to the extent the amount exceeds the insured maximum, shall be collateralized with securities in accordance with State law.
- 7. The Finance Director/Treasurer when leading investment activities will buy or sell at the price that is most advantageous to the City and meets investment requirements.

**F. Delivery Procedures**

All trades of marketable securities shall be cleared and settled on a standard delivery-versus-payment ("DVP") basis to ensure that securities are deposited in the City's safekeeping account prior to the release of funds..

**G. Safekeeping of Securities**

To protect against potential losses by collapse of individual securities dealers, and to enhance access to securities, interest payments and maturity proceeds, all securities



owned by the City shall be held in safekeeping by a third party bank trust department, acting as agent for the City under the terms of a custody agreement executed by the bank and by the City.

Securities may also be held by the same firm from which they were purchased as long as the securities for safekeeping are in the name of or under the control of the local agency and kept in a legally separate trust department as provided within California Government Code §53601 and §53608.

From time to time, the City may invest funds received late in the day in one to thirty day repurchase agreements with its depository bank. Securities used as collateral for such repurchase agreements may be held in safekeeping by the City's depository bank.

Investments are to be held in the City's name in conjunction with industry standards, including collateral held for repurchase agreements by depository banks.

### **III. PERMITTED INVESTMENTS AND PORTFOLIO RISK MANAGEMENT**

- A. **Permitted Investments** – All investments shall be made in accordance with Sections 16429.1 and 53600 *et seq.* of the California Government Code and as described within this Investment Policy. Percentage holding limits listed in this Policy apply at the time the security is purchased. Permitted investments under this policy include:

Category (See individual categories for more details)	Rosemead Max % of Funds Permitted	CGC Max % of Funds Permitted	Maximum Maturity	CA Gov't Code (CGC) Sections
1 Local Agency Investment Fund	Not limited	Not limited	N/A	16429.1
2 US Treasury Obligations	Not limited	Not limited	5 Years	53601(b)
3 US Agency Obligations	70%	Not limited	5 Years	53601(f)
4 Bankers' Acceptances	20%	40%/30%	180 days	53601(g)
5 Commercial Paper – Non Pooled	25%/10%	25%/10%	270 days	53601(h)(2)(c)
6 Certificates of Deposit – Negotiable	30%	30%	5 Years	53601(i)
7 Certificates of Deposit – Non Negotiable	20%	Not limited	5 Years	53630 et seq
8 Repurchase Agreements	30%	Not limited	30 days	53601(j)
9 Medium Term Corporate Notes	30%/10%	30%/10%	5 Years or less	53601(k)
10 Money Market Funds	20%/10%	20%/10%	N/A	53601(l)
11 Other State's Obligations	Not limited	Not limited	5 Years or less	53601(d)
12 California Local Agency Obligations	Not limited	Not limited	5 Years or less	53601(e)
13 Supranational Obligations	30%	30%	5 Years or less	53601(q)

NOTE: All maximum limits show as split indicates the maximum of portfolio and maximum allowed in any one entity within the category

1. **STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND (LAIF)** – The City may invest in the Local Agency Investment Fund (LAIF), established by the State Treasurer under California Government Code Section 16429.1 for the benefit of local agencies, up to the maximum amount permitted by LAIF. LAIF provides daily liquidity; therefore, there is no final stated maturity for this investment category. The maximum deposit in LAIF, as of January 1, 2020, is \$75 million per account.

2. **U.S. TREASURY OBLIGATIONS** – Securities issued by the U.S. Treasury including treasury bills, notes, or bonds with a final maturity not exceeding five years from the date of trade settlement. There is no limitation as to the percentage of the City's portfolio that may be invested in this category but must be five years or less in remaining maturity.
3. **U.S. AGENCY OBLIGATIONS** – Securities issued by the U.S. Treasury, provided that there shall be no maximum allowable investment in U.S. Treasury securities U.S. Federal Agency or United States government-sponsored enterprise obligations, participations or other instruments issued by the Government National Mortgage Association (GNMA), the Federal Home Loan Bank (FHLB), the Federal National Mortgage Association (FNMA), the Federal Home Loan Mortgage Association (FHLMC), the Federal Farm Credit System (FFCB), the Federal Agricultural Mortgage Company/Farmer Mac (FAMCA), Tennessee Valley Authority (TVA), and Private Export Funding Corporation (PEFCO) with no maximum limit as to the percentage of the City's portfolio that may be invested in this category provided that:
  - a. A maximum of 70% of the portfolio be invested in agency securities, and
  - b. A maximum of 45% of the portfolio be invested in securities issued by any single agency.
  - c. Investment in mortgage-backed bonds and collateralized mortgage obligations (CMOs) is prohibited, even if such bonds are issued by agencies of the US Government.
4. **BANKERS' ACCEPTANCES** provided that:
  - a. They are issued by domestic institutions the short-term obligations of which are rated a minimum of P1 by Moody's Investor Services (Moody's) or A1 by Standard & Poor (S&P).
  - b. The acceptance is eligible for purchase by the Federal Reserve System.
  - c. The maturity does not exceed 180 days.
  - d. No more than 20% of the total portfolio may be invested in banker's acceptances.
5. **COMMERCIAL PAPER** provided that:
  - a. The maturity does not exceed 270 days from the date of purchase.
  - b. The issuer is a corporation organized and operating in the United States with assets in excess of \$500 million.
  - c. The paper is rated a minimum of P1 by Moody's and A1 by S&P, and has a minimum long-term credit rating of A by both rating agencies.
  - d. No more than 25% of the portfolio is invested in commercial paper, nor more than 10% from any one issuer.

6. **CERTIFICATES OF DEPOSITS – NEGOTIABLE** – Negotiable Certificates of Deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), or a state or federal credit union in excess of insured amounts which are fully collateralized with securities in accordance with California law, or that are federally insured provided that:
  - a. No more than 30% of the portfolio shall be invested in a combination of federally insured and collateralized time deposits
  - b. The maturity of such deposits does not exceed five years.
7. **CERTIFICATES OF DEPOSITS – NON-NEGOTIABLE** – Federally insured time deposits as well as collateralized time deposits in excess of insured amount which are fully collateralized with securities in accordance with California law, in state or federally chartered banks, savings and loans, or credit unions provided that:
  - a. No more than 20% of the portfolio shall be invested in a combination of federally insured and collateralized time deposits
  - b. The maturity of such deposits does not exceed five years.
8. **REPURCHASE AGREEMENTS**, provided that:
  - a. The agreement is with the City's depository bank.
  - b. The maturity of such deposits does not exceed 30 days.
  - c. Investments are to be held in the City's name in conjunction with industry standards, including collateral held for repurchase agreements by depository banks.
9. **MEDIUM-TERM CORPORATE NOTES**, provided that:
  - a. Must be rated "A" or better by a nationally recognized rating service.
  - b. Investment in these securities shall not exceed 30% of the portfolio nor more than 10% from any single issuer.
  - c. The maximum stated final maturity of these securities shall be five years.
10. **MONEY MARKET FUNDS**, provided that:
  - a. The funds are registered under the Investment Company Act of 1940 that (1) are "no-load" (meaning no commission or fee shall be charged on purchases or sales of shares); (2) are Government Money Market Funds; and (3) have a rating of at least AAA or the equivalent by one nationally recognized statistical rating organization (NRSRO).
  - b. No more than 20% of the City's portfolio is invested in this category with no more than 10% in any single fund.
11. **OTHER STATE'S OBLIGATIONS** – CA and Others with a maximum maturity remaining of five years or less that are rated A+ or above.

12. STATE OF CALIFORNIA LOCAL AGENCY OBLIGATIONS with a maximum maturity remaining of five years or less.
13. SUPRANATIONAL OBLIGATIONS with a "AA" rating with a maximum remaining maturity of five years or less. Only those obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development (IBRD), International Finance Corporation (IFC), and Inter-American Development Bank (IADB). Must not exceed 30% of the portfolio.

**B. Prohibited Investment Vehicles and Practices**

1. Investments not described above as authorized investments are ineligible for purchase. The policy specifically prohibits the investment of funds in common stock, financial futures, options, inverse floaters, range notes, or mortgage-derived, interest-only strips.
2. Government Code Section 53601.6 also prohibits the investment in any security that could result in zero-interest accrual if held to maturity. Per the California Debt and Investment Advisory Commission, zero interest accrual is defined as a security having the potential to realize zero interest based on the structure of the security. Despite this restriction, purchases of securities issued by, or backed by, the United States government that could result in zero- or negative-interest accrual if held to maturity are permitted in the event of, and for the duration of, a period of negative market interest rates. Investments may be held until maturity. This exception shall remain in effect until January 1, 2026 at which time it is repealed.
3. Other prohibited investment activities include –
  - Trading securities for the sole purpose of speculating on the future direction of interest rates.
  - Purchasing or selling securities on margin.
  - The use of reverse repurchase agreements, securities lending or any other form of borrowing or leverage.
  - Borrowing for investment purposes.

**C. Mitigating Credit Risk in the Portfolio**

Credit risk is the risk that a security or a portfolio will lose some or all of its value due to real or perceived change in the ability of the issuer to repay its debt. The City shall mitigate credit risk by adopting the following strategies:

1. The diversification requirements included in Section III (A) are designed to mitigate credit risk in the portfolio.
2. No more than 5% of the total portfolio may be invested in securities of any single issuer except that limits on investment securities issued by government agencies shall be governed by Section III A 2 b. Limits are to be based on the "market value" of the investment.

3. The City may elect to sell a security prior to its maturity and record a capital gain or loss in order to improve the quality, liquidity or yield of the portfolio in response to market conditions or the City's risk preferences.
4. If securities owned by the City are downgraded by either Moody's or S&P to a level below the quality required by this Investment Policy, it shall be the City's policy to review the credit situation and have the City Treasurer make a determination as to whether to sell or retain such securities in the portfolio.
  - a. If a security is downgraded two grades below the level required by the City, the security shall be sold as soon as possible.
  - b. If a security is downgraded one grade below the level required by this policy, the Treasurer will use discretion in determining whether to sell or hold the security based on its current maturity, the loss in value, the economic outlook for the issuer, and other relevant factors.
  - c. If a decision is made to retain a downgraded security in the portfolio, its presence in the portfolio will be monitored and reported quarterly to the City Manager and City Council.

D. Mitigating Market Risk in the Portfolio

Market risk is the risk that the portfolio will decline in value (or will not optimize its value) due to changes in the general level of interest rates or the economic environment. The City recognizes that, over time, longer-term portfolios achieve higher returns. On the other hand, longer-term portfolios have higher volatility of return. The City shall mitigate market risk by providing adequate liquidity for short-term cash needs, and by making some longer-term investments only with funds which are not needed for cash flow purposes. The City further recognizes that certain types of securities, including variable rate securities, securities with principal pay downs prior to maturity, and securities with embedded options, will affect the market risk profile of the portfolio differently in different interest rate environments. The City, therefore, adopts the following strategies to control and mitigate its exposure to market risk:

1. The maximum stated final maturity of individual securities in the portfolio shall be five years.
2. The City's Finance Director shall determine the City's Cash Flow needs and only allow investment's with cash over and above the quarterly projected capital and operating expenditures (excluding expenditures financed with bond proceeds) in investments maturing more than thirty days.
3. To the extent necessary, investment maturities shall match the City's projected cash flow requirements over the following twelve months.
4. Except for calls, the City shall invest only in securities which do not include embedded options (i.e. puts, swaps, etc.).
5. The City shall not invest in securities which may return all or part of their principal prior to their stated final maturity date more than four times in any 12 consecutive month period.

6. The City may elect to sell a security prior to its maturity and record a capital gain or loss in order to change the portfolios exposure to market risk.
7. In order to minimize the need to sell securities prior to their stated maturity, and to eliminate reliance on interest rate forecasting, the City shall structure its investment portfolio as a maturity ladder. Funds not required for purposes of meeting cash flow needs (see Section III E 2-3) shall be invested in permitted securities with the objective of maintaining the average duration of the portfolio in line with the duration of the Benchmark Index.

#### **IV. SPECIFIC OBJECTIVES AND EXPECTATIONS**

- A. **Overall objective** – The investment portfolio shall be designed with the overall objective of obtaining a total rate of return throughout economic cycles, commensurate with investment risk constraints and cash flow needs.
- B. **Specific objective** – At least quarterly, the portfolio yield will be compared to the twelve-month moving average of the two-year Constant Maturity Treasury Index (CMT) or other index with characteristics similar to those of the portfolio in terms of types of securities and maturities. Since return on investment is the least important objective of the Portfolio, the benchmark will be used solely as a reference tool. The reporting of a benchmark does not imply that the City Treasurer will add additional risk to the Portfolio in order to attain or exceed the benchmark.

#### **V. REPORTING, DISCLOSURE AND PROGRAM EVALUATION**

##### **A. Quarterly Reports**

Under provision of Section 53646(b) of the California Government Code (CGC), the City Treasurer may render a quarterly investment report to the chief executive officer, the internal auditor, and the legislative body of the local agency. Although not required by Government Code, the City Treasurer shall prepare a quarterly investment report for the City Council within 30 days following the end of the quarter covered by the report. Following the guidelines of CGC Sections 53646(b) and 53607, the report shall include, at a minimum, the following information:

1. Details including the type of investment, issuer, date of maturity, interest rate, and the par value, cost and current estimated market value of the investment including the source of the market value provided.
2. Statement of compliance with investment policy, including a schedule of any transactions or holdings which do not comply with this policy or with the California Government Code, including a justification for their presence in the portfolio and a timetable for resolution, and a statement denoting the ability of the local agency to meet its pool's expenditure requirements for the next six months.
3. A summary, graph or chart of investments by type including the percent of investments by sector maturity.
4. Comparative data to the previous four quarterly reports.

5. A cover page summarizing investment activity including a list of investment transactions occurring within the quarter.

**B. Annual Reports**

The investment policy shall be reviewed and adopted at least annually within the first 90 days of each fiscal year to ensure its consistency with the overall objectives of preservation of principal, liquidity and return, and its relevance to current law and financial and economic trends.

**C. Annual Audit**

The Finance Director shall establish an annual process of independent review by an external auditor to assure compliance with internal controls in coordination with the City's annual financial audit.

**D. Special Audits**

The City Council may at any time order an audit of the investment portfolio and/or the City Treasurer's investment practices.

**E. Independent Investment Advisor**

In its discretion, the City Treasurer may retain the services of an independent investment adviser to review the investment program. The adviser will review compliance with policies and procedures, independently calculate the market value of the City's holdings, report on overall portfolio risk exposure and investment results, and make recommendations, if needed, regarding investment strategy, risk, or any aspect of the investment program.

**F. Investment Committee (RMC § 2.36)**

It shall be the responsibility of the Investment Committee to:

1. Oversee the implementation of the City's investment program, assuring its consistency with the investment policy and recommend changes to the investment policy for consideration by the City Council.
2. Receive and review the quarterly investment reports described in Section V (A) at its quarterly meetings.
4. Review the City's portfolio activity and performance for suitability and compliance with this policy.
5. Make recommendations to the Finance Director/Treasurer regarding portfolio activity, performance and compliance with this policy.
7. Make recommendations to the City Council and the RCDC Commissioners regarding the use of specific local agency investment pools.
8. Inform the City Council of unaddressed concerns with the management of the City's investment portfolio.

## GLOSSARY OF INVESTMENT TERMS

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**Agencies** — Agencies of the Federal government set up to supply credit to various classes of institutions (e.g., S & Ls, small business firms, students, farmers, housing agencies, etc.)

**Ask/Offer** — The price at which securities are offered.

**Bankers Acceptance (BA)** — A draft, bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

**Benchmark** — A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

**Bid Price** — Price a prospective buyer is ready to pay.

**Bond** — Interest-bearing security issued by a corporation, government, government sponsored enterprise, which can be executed through a bank or trust company. The issuer covenants through an indenture or offering memorandum to pay to the bond holder periodic interest payments and principal at maturity. The bond may be secured by specific assets of the issuer or the general credit of the issuer.

**Bond Discount:** When a bond is sold at a price below its par value.

**Broker/Dealer** — Individual or firm acting as principal in securities transaction.

**Callables** — Securities that the issuer has the right to redeem prior to maturity.

**Certificates of Deposit (CD)** — A time deposit with a specific maturity evidenced by a certificate.

**Collateral** — Securities pledged to secure repayment of a loan.

**Commercial Paper** — Short term, unsecured, negotiable promissory notes issued by domestic corporations.

**Comprehensive Annual Financial Report** — An official annual financial report. It includes five combined statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material and a detailed statistical section.

**Coupon** — a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value; b) A certificate attached to a bond evidencing interest due on a payment date.

**Credit Risk** — The risk that an issuer will default in the payment of interest or principal due on a security.

**Custody** — A banking service that provides safekeeping for the individual securities in a customer's investment portfolio under a written agreement which also calls for the bank to collect and pay out income, to buy, sell, receive and deliver securities when ordered to do so by the principal.

**Debenture** — A bond secured only by the general credit of the issuer.

**Delivery vs Payment** — Delivery of securities with a simultaneous exchange of money.

**Derivatives** — a) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor; b)



Financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

**Discount** --- The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

**Discount Securities** — Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury Bills.

**Diversification** — Dividing investment funds among a variety of securities offering independent returns.

**Federal Credit Agencies** --- Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives and exporters.

**Federal Deposit Insurance Corporation (FDIC)** — A federal agency that insures bank deposits, currently up to \$250,000.00 per deposit.

**Federal Funds Rate** — The rate of interest associated with borrowing a Federal Reserve bank's excess reserves. This rate is currently pegged by the Federal Reserve through open-market operations.

**Federal Home Loan Banks (FHLB)** — government sponsored wholesale banks (currently 12 regional banks) which lend funds and provide correspondent banking services to member commercial banking services to member commercial banks, draft institutions, credit unions and insurance companies. The mission of FHLB's is to liquefy the housing related assets of its members who must purchase stock in their district Bank.

**Federal National Mortgage Association (FNMA)** — A publicly owned government sponsored corporation chartered in 1938 to purchase mortgages from lenders and resell them to investors. FNMA is a federal corporation working under the auspices of the Department of Housing (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

**Federal Open Market Committee (FOMC)** — a committee that sets interest rate and credit policies for the Federal Reserve System, the United States' central bank. The FOMC has 12 members. Seven are the members of the Federal Reserve Board, appointed by the president of the United States. The other five are presidents of the 12 regional Federal Reserve banks. Of the five, four are picked on a rotating basis; the other is the president of the Federal Reserve Bank of New York, who is a permanent member. The committee decides whether to increase or decrease interest rates through open market operations of buying or selling government securities. The committee's decisions are closely watched and interpreted by economists and stock and bond market analysts, who try to predict whether the Fed is seeking to tighten credit to reduce inflation or to loosen credit to stimulate the economy.

**Federal Reserve System** — System established by the Federal Reserve Act of 1913 to regulate the U.S. monetary and banking system. The Federal Reserve System (the Fed) is comprised of 12 regional Federal Reserve Banks, their branches, and all national and state banks that are a part of the system. The Federal Reserve System's main functions are to regulate the national money supply,

set reserve requirements for member banks, supervise the printing of currency at the mint, act as clearinghouse for transfer of funds throughout the banking system, and examine member banks to make sure they meet various Federal Reserve regulations.

**Government National Mortgage Association (GNMA or Ginnie Mae)** — Government-owned corporations, nicknamed Ginnie Mae, which is an agency of the U.S. Department of Housing and Urban Development. Security holder is protected by full faith and credit of the U.S. government. Ginnie Mae securities are backed by the FHA, VA or FmHA mortgages. The term “pass throughs” is often used to describe Ginnie Maes.

**Interest Rate** — The annual rate of interest received by an investor from the issuer for a security. Also known as “coupon” rate.

**Intermediate Maturity** — Investment period greater than one year but less than five years and one day.

**Investment Committee** — A committee chaired by the City Treasurer to advise on policies governing the City's investment program.

**Liquidity** — The ability to turn an asset into cash. The ability to buy or sell an asset quickly and in large volume without substantially affecting the asset's price.

**Local Agency Investment Fund (LAIF)** — The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

**Local Agency Security Program (LASP)** — Under California code, financial institutions that accept local agency deposits must participate in the LASP. The program provides for collateralization of deposits and reporting requirements.

**Long-Term Maturity** — Investment period greater than five years.

**Long-Term Investment** — Maturity on investment greater than five years, as of the date of purchase.

**Market Value** — The price at which a security is trading, usually the liquidation value.

**Master Repurchase Agreement** — A written contract covering all future transactions between the parties to repurchase—reverse repurchase agreements that establish each party's rights in the transactions. A master repurchase agreement will often specify the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

**Maturity** — The date upon which the principal or stated value of an investment becomes due and payable.

**Medium-Term Notes (MTN)** — Unsecured, investment-grade senior debt securities of major corporations that are sold either on a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or investor preferences.

**Money Market** — The market in which short-term debt instruments (Treasury bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

**Mutual Funds** — Pools of money that are managed by an investment company. Investors are offered a variety of goals, depending on the fund and its investment charter.

**National Credit Union Administration (NCUA)** — Federal agency that insures the accounts in all federal credit unions and many state-chartered credit unions.

**Negotiable Certificate of Deposit** — A short-term debt instrument that pays interest and is issued by a bank, savings or federal association, state or federal credit union, or state-licensed branch of a foreign bank. Negotiable CDs are traded in a secondary market and are payable upon order to the bearer or initial depositor (investor).

**Offer** — Price at which someone who owns a security offers to sell it, also known as the asked price.

**Open Market Operations** — Activities by which the Securities Department of the Federal Reserve Bank of New York, popularly called the desk, carries out instructions of the Federal Open Market Committee designed to regulate the money supply. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

**Original Cost** — The price paid for a security.

**Par Value** — The face value of a security expressed as a dollar amount. This is the amount due at maturity.

**Portfolio** — Collection of securities held by an investor.

**Premium** — The difference between the cost price of a security and its par value, when the cost is higher than par.

**Primary Dealer** — Investment dealers authorized to buy and sell government securities in direct dealings with the Federal Reserve Bank of New York in its execution of Fed Open Market Operations. Such dealers must be qualified in terms of reputation, capacity, and adequacy of staff and facilities.

**Principal** — The face or par value of a security. It does not include interest.

**Prudent Person Rule** — Standard adopted by some U.S. states, including California, to guide those with responsibility for investing money of others. Such fiduciaries, such as trustees, must act as a prudent man or woman would be expected to act, with discretion and intelligence, to seek reasonable income, preserve capital, and in general, avoid speculative investments.

**Qualified Investment** — An investment instrument (such as an insured certificate of deposit of \$100,000 with California chartered savings and loan) which is approved by this policy or pursuant to procedures set forth in this policy.

**Range Note** — An investment instrument that pays a high interest rate, if a given index falls within a stipulated range, but pays no interest if the stipulated index falls outside that range.

**Rate of Return** — The yield obtainable on security based on its purchase price or its current market price.

**Repurchase Agreement (RP or REPO)** — An agreement of one party (financial institution) to sell securities to a second party (local agency) and a simultaneous agreement by the first party to repurchase the securities at a specified price from the second party on demand or at a specified date.

**Required Reports** — Sections 53600 et seq. of the Government Code specify that certain information be transmitted to the City's governing body and chief executive officers by the City's chief fiscal or investment officer periodically.

**Safety** — The ability of a security issuer to guarantee redemption of their security.

**Safekeeping** — Service provided by banks and trust companies for clients when the bank or trust company stores the securities, takes in coupon payments, and redeems issues at maturity. (Also

see custody)

**Secondary Market** — A market made for the purchase and sale of outstanding issues following the initial distribution.

**Securities & Exchange Commission** — Agency created by Congress to protect investors in securities transactions by administering securities legislation.

**SEC Rule 15C3-1** — See Uniform Net Capital Rule.

**Settlement Date** — The date by which an executed security trade must be settled. That is, the date by which a buyer must pay for the securities delivered by the seller.

**Short-term Maturities** — Investment period of one year or less.

**Supranational** — International institutions formed by two or more governments that transcend boundaries to pursue mutually beneficial economic or social goals.

**Treasury Bills** — A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

**Treasury Bonds** — Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.

**Treasury Notes** — Medium-term coupon bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to 10 years.

**Trustee** — A financial institution with trust powers that acts in a fiduciary capacity for the benefit of the bondholders in enforcing the terms of the bond contract.

**Uniform Net Capital Rule** — Securities and Exchange Commission requirement that member firms as well as nonmember broker/dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members.

**Yield** — Percentage rate of interest received versus the purchase price of the instrument if held to maturity.

FIGURE 1

ALLOWABLE INVESTMENT INSTRUMENTS PER STATE GOVERNMENT  
CODE (AS OF JANUARY 1, 2022)<sup>A</sup> APPLICABLE TO ALL LOCAL AGENCIES<sup>B</sup>

See "Table of Notes for Figure 1" on the next page for footnotes related to this figure.

INVESTMENT TYPE	MAXIMUM MATURITY <sup>C</sup>	MAXIMUM SPECIFIED % OF PORTFOLIO <sup>D</sup>	MINIMUM QUALITY REQUIREMENTS	GOVT CODE SECTIONS
Local Agency Bonds	5 years	None	None	53601(a)
U.S. Treasury Obligations	5 years	None	None	53601(b)
State Obligations— CA And Others	5 years	None	None	53601(c) 53601(d)
CA Local Agency Obligations	5 years	None	None	53601(e)
U.S Agency Obligations	5 years	None	None	53601(f)
Bankers' Acceptances	180 days	40% <sup>E</sup>	None	53601(g)
Commercial Paper—Non-Pooled Funds <sup>F</sup> (under \$100,000,000 of investments)	270 days or less	25% of the agency's money <sup>G</sup>	Highest letter and number rating by an NRSRO <sup>H</sup>	53601(h)(2)(c)
Commercial Paper—Non-Pooled Funds (min. \$100,000,000 of investments)	270 days or less	40% of the agency's money <sup>G</sup>	Highest letter and number rating by an NRSRO <sup>H</sup>	53601(h)(2)(c)
Commercial Paper— Pooled Funds <sup>I</sup>	270 days or less	40% of the agency's money <sup>G</sup>	Highest letter and number rating by an NRSRO <sup>H</sup>	53635(a)(1)
Negotiable Certificates of Deposit	5 years	30% <sup>J</sup>	None	53601(i)
Non-negotiable Certificates of Deposit	5 years	None	None	53630 et seq.
Placement Service Deposits	5 years	50% <sup>K</sup>	None	53601.8 and 53635.8
Placement Service Certificates of Deposit	5 years	50% <sup>K</sup>	None	53601.8 and 53635.8
Repurchase Agreements	1 year	None	None	53601(j)
Reverse Repurchase Agreements and Securities Lending Agreements	92 days <sup>L</sup>	20% of the base value of the portfolio	None <sup>M</sup>	53601(j)
Medium-Term Notes <sup>N</sup>	5 years or less	30%	"A" rating category or its equivalent or better	53601(k)
Mutual Funds And Money Market Mutual Funds	N/A	20%	Multiple <sup>P,Q</sup>	53601(l) and 53601.6(b)
Collateralized Bank Deposits <sup>R</sup>	5 years	None	None	53630 et seq. and 53601(n)
Mortgage Pass-Through and Asset-Backed Securities	5 years or less	20%	"AA" rating category or its equivalent or better	53601(o)
County Pooled Investment Funds	N/A	None	None	27133
Joint Powers Authority Pool	N/A	None	Multiple <sup>S</sup>	53601(p)
Local Agency Investment Fund (LAIF)	N/A	None	None	16429.1
Voluntary Investment Program Fund <sup>T</sup>	N/A	None	None	16340
Supranational Obligations <sup>U</sup>	5 years or less	30%	"AA" rating category or its equivalent or better	53601(q)
Public Bank Obligations	5 years	None	None	53601(r), 53635(c) and 57603



# BYRON-BETHANY IRRIGATION DISTRICT STAFF REPORT

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TO: THE HONORABLE PRESIDENT AND MEMBERS OF THE BOARD

FROM: EDWIN PATTISON

DATE: NOVEMBER 22, 2022

SUBJECT: OAK VALLEY COMMUNITY BANK SIGNATORY AUTHORITY

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## **RECOMMENDATION**

It is recommended that the Board of Directors update signatory authority at the Oak Valley Community Bank (OVCB) to reflect recent Board of Director and staffing changes to enhance and protect financial security of Byron-Bethany Irrigation District (BBID or District) funds.

## **DISCUSSION**

At its August 10, 2022, special board meeting, the BBID Board of Directors voted unanimously to direct the General Manager to make the following changes to the OVCB signatory authority:

1. Remove Russell Kagehiro due to his retirement from the Board of Directors
2. Add Director Tom Pereria and Interim General Manager Kelley Geyer.

Board minutes are required by OVCB to effectuate the change in signatories. Since the Board minutes did not accurately reflect the Board approved changes, along with recent staffing changes, this item is coming back to the Board of Directors to consider the following updated recommendations for signatory authority:

1. Remove Russell Kagehiro due to his retirement from the Board of Directors
2. Add Director Tom Pereria and Edwin Pattison.

Currently, President Tim Maggiore and Vice President Jack Alvarez are the only OVCB authorized signatories.

## **BACKGROUND**

Authorized signatories are required for the day-to-day operation and timely administration of the District and to protect District funds.

## **FISCAL IMPACT**

None

## **Attachments**

None





# BYRON-BETHANY IRRIGATION DISTRICT STAFF REPORT

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TO: THE HONORABLE PRESIDENT AND MEMBERS OF THE BOARD

FROM: EDWIN PATTISON

DATE: NOVEMBER 22, 2022

SUBJECT: ENGAGEMENT OF NEW FINANCIAL AUDIT FIRM

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## **RECOMMENDATION**

It is recommended that the Board of Directors, as considered and approved by the Finance Committee, approve Richardson & Company as the independent auditor for Calendar Year 2021 and authorize the Acting General Manager to execute the engagement letter.

## **DISCUSSION**

For over fifteen (15) year, Robert W. Johnson Accountancy has served at the Byron-Bethany Irrigation District's (BBID or District) independent auditing firm. Per Generally Accepted Accounting Practices (GAAP) and governmental accounting standards, special districts like BBID should "rotate auditing firms no greater than every five years." Richardson & Company is a highly respected auditing and accounting firm known for its technical quality and its audit approach and is frequently rated as one of the best accounting firms in northern California. When price is factored into the equation, Richardson & Co. still ranks at or near the top of the list.

## **BACKGROUND**

BBID is overdue for an audit rotation to ensure the financial security of the District. Considering the raft of issues and funds BBID is responsible for managing, a fresh examination from an independent auditor will ensure the fiduciary integrity and confidence in District fund management.

## **FISCAL IMPACT**

Engagement of Richardson & Co. will result in a Calendar Year 2021 audit services in the amount of \$22,200. The adopted budget contains a fund balance of \$25,000 to pay for audit services.

## **ATTACHMENTS**

Richardson & Co. Engagement Letter  
Robert W. Johnson Engagement Letter (as comparison)

October 28, 2022

Board of Directors and Management  
Byron-Bethany Irrigation District  
7995 Bruns Road  
Byron, California 94514

We are pleased to confirm our understanding of the services we are to provide the Byron-Bethany Irrigation District (the District).

### **Audit Scope and Objectives**

We will audit the financial statements, including the disclosures, which collectively comprise the basic financial statements of the District as of and for the year ended December 31, 2021. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Government Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of the District's management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during the audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Schedule of Proportionate Share of the Net Pension Liability – Miscellaneous Plan
3. Schedule of Contributions to the Pension Plan – Miscellaneous Plan
4. Schedule of Changes in the OPEB Liability and Related Ratios
5. Schedule of Contributions – OPEB Plan

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free of material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and the minimum audit requirements for California Special Districts, issued by the



Office of the State Controller, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objective also includes reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

We will conduct our audit in accordance with GAAS; the minimum audit requirements for California Special Districts; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996 and will include tests of accounting records, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention,

unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement and they may bill you to respond to our inquiry.

We have identified the following significant risks of material misstatement as part of our audit planning: Revenue recognition and management override controls. Additional risks may be identified during the audit.

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of the financial statements does not relieve you of your responsibilities.

#### **Audit Procedures-Internal Control**

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*.

### **Audit Procedures – Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with provisions of applicable laws, regulations, contracts and agreements, including grant agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

### **Other Services**

We will also assist in preparing the financial statements and related notes of the District (including posting audit adjustments approved by you), in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, related notes and adjusting journal entry services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Responsibilities of Management for the Financial Statements**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes if applicable), rules, and the provisions of contracts and grant agreements (including award agreements).

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and

providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

#### **Audit Administration and Other**

We understand that the District's employees will prepare all cash, accounts receivable, and other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Richardson & Company, LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the District or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested access to such audit documentation will be provided under the supervision of Richardson & Company, LLP personnel at a location designated by our Firm. Furthermore, upon your request or consent, we may provide photocopies of selected audit documentation to the aforementioned parties, successor auditors or others. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. All professional and administrative services and expenses relating to such access will be charged as an additional expense to the District.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date, or any additional period requested by the District. If we are aware of a granting agency or auditee is contesting an audit finding, we will contact the District and the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Ingrid Shepline or Brian Nash will be the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

*Government Auditing Standards* require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our latest peer review report is attached to this letter.

In the event we are requested or authorized by you or required by government regulation, subpoena, or other legal process to produce our workpapers or our personnel to respond to inquiries

or serve as witnesses with respect to this or any engagement for you, you will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, in responding to such a request. If such a request is made, and unless we are obligated by law or legal process to the contrary, we will inform you prior to providing such access.

If the District intends to publish or otherwise reproduce in any document our report on the District's financial statements, or otherwise make reference to our Firm in a document that contains other information in addition to the audited financial statements (e.g., in a debt offering circular for example), the District agrees that prior to making any such use of our report, or reference to our Firm, management will provide us with a draft of the document to read and obtain our approval for the inclusion or incorporation by reference of our report, or the reference to our Firm, in such document before the document is printed and distributed. The inclusion or incorporation by reference of our report in any such document would constitute the reissuance of our report and any request by the District to reissue our report or to consent to its inclusion or incorporation by reference in an offering or other document will be considered based on the facts and circumstances existing at the time of such request. The estimated fees outlined herein do not include any services that would need to be performed in connection with any such request to make use of our report, or reference to our Firm; fees for such services would be based upon the rates for additional services.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, if applicable, you understand that electronic sites are a means to distributed information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Our Firm, as well as all other accounting firms with a significant audit practice, participates in a "peer review" program, covering our audit and accounting practices. This program requires that once every three years we subject our quality assurance practices to an examination by another accounting firm. As part of the process, the other firm will review a sample of our work. It is possible that the work we perform for you may be selected by the other firm for their review. If it is, they are bound by professional standards to keep all information confidential. If you object to having the work we do for you reviewed by our peer reviewer, please notify us.

### **Professional Fees**

Based upon our current understanding of the situation and our understanding of the District's control processes in place, our professional fees for the annual audit are listed below. Our fees for the first year are higher as a result of first-year start-up time for obtaining an understanding of the District and its internal controls and processes and to address the separate accounting and consolidation of West Side Irrigation District (WSID), as addressed further on the following page.

	2021	2022	2023	2024	2025
Audit of consolidated	\$ 18,000	\$ 18,600	\$ 19,100	\$ 19,700	\$ 20,300
Pension/OPEB/depreciation	1,200	1,050	1,070	1,100	1,130
Consolidation Issues	3,000				
	<u>\$ 22,200</u>	<u>\$ 19,650</u>	<u>\$ 20,170</u>	<u>\$ 20,800</u>	<u>\$ 21,430</u>

Our estimate assumes that the District will prepare all closing entries, including any accrual adjustments needed in accordance with generally accepted accounting principles, and that the beginning net position in the general ledger agrees to the prior year audit. We will prepare the calculations of the pension allocations and will prepare the journal entries to record the pension and other postemployment benefits (OPEB) liabilities and related accounts. Because the District and WSID likely still have separate OPEB plans for 2021, there will be two separate sets of entries. We will also assist with calculating depreciation on capital assets. We will need to ensure that the consolidation with WSID was accounted for consistent with GASB No. 69 and prepare the required disclosures related to the consolidation. We will also verify the journal entry to add January 1, 2021 balances for WSID to the District's general ledger. This work is included in the consolidation issues fee but if unexpected issues arise, this fee may need to be adjusted.

These estimates do not take into consideration changes in the scope of the audit due to changes in accounting or auditing pronouncements and standards, laws or regulations, the loss of key accounting personnel, material weaknesses in the internal control environment, or significant changes in the scope of the District's operations. The fee also assumes the District will not incur new debt. We will discuss a new fee estimate with the District if such an event occurs.

We will plan to start the 2021 audit in late December/early January, or at such time that the items needed for the audit are available. The subsequent year audits will be performed in the March to July timeframe.

Standard Billing Rates for Additional Services:

Our rates for additional services are as follows:

<u>Classification</u>	<u>Rate per Hour</u>
Partner	\$ 200
Tax Director	240
Senior Manager	180
Managers	160
Supervisors	150
Seniors	120
Staff	100
Administrative or clerical	65

## Reporting

We will issue written reports upon completion of our Audit. Our reports will be addressed to the Board of Directors of the District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

If any provision in this letter is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

\* \* \* \* \*

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know.

Very truly yours,

RICHARDSON & COMPANY

A handwritten signature in black ink that reads "Ingrid M. Shepline". The signature is written in a cursive, flowing style.

Ingrid M. Shepline, CPA  
Partner



Response:

This letter correctly sets forth the understanding of the Byron-Bethany Irrigation District and is signed by the officer authorized by the Board of Directors to enter into this agreement on the District's behalf.

Management:

By: \_\_\_\_\_ Title: \_\_\_\_\_

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

Board of Directors:

By: \_\_\_\_\_ Title: \_\_\_\_\_

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



*Jones, Nale & Mattingly PLC*

## REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

To the Partners  
Richardson & Company, LLP  
and the Peer Review Committee of the California Society of CPA's

We have reviewed the system of quality control for the accounting and auditing practice of Richardson & Company, LLP (the firm) in effect for the year ended March 31, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### **Firm's Responsibility**

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### **Peer Reviewer's Responsibility**

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### **Required Selections and Considerations**

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

**Opinion**

In our opinion, the system of quality control for the accounting and auditing practice of Richardson & Company, LLP in effect for the year ended March 31, 2021, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Richardson & Company, LLP has received a peer review rating of *pass*.

*Jones, Nale & Mattingly P.C.*

Louisville, Kentucky  
August 13, 2021



Robert W. Johnson  
*an accountancy corporation*

6234 Birdcage Street, Citrus Heights, California 95610 | robertwjohncpagroup@gmail.com | 916.723.2555  
www.bob-johnson-cpa.com

MAILED MAY 16 2022

May 11, 2022  
RECEIVED

Board of Directors  
Byron Bethany Irrigation District  
7995 Bruns Road  
Byron, CA 94514

MAY 16 2022

Byron-Bethany  
Irrigation District

We are pleased to confirm our understanding of the services we are to provide for Byron Bethany Irrigation District for the year ended December 31, 2021. Please read this letter carefully because it is important to both Robert W. Johnson, An Accountancy Corporation and Byron Bethany Irrigation District that you understand and accept the terms under which we have agreed to perform our services, as well as management's responsibilities under this agreement.

#### **Audit Scope and Objectives**

We will audit the financial statements of Byron Bethany Irrigation District, which comprise the statement of net position as of December 31, 2021, and the related statements of revenues, expenses and changes in net position and of cash flows for the year then ended, and the disclosures (collectively, the "financial statements").

Accounting standards generally accepted in the United States of America (GAAP) provide for certain Required Supplementary Information (RSI) to supplement Byron Bethany Irrigation District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Byron Bethany Irrigation District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance.

We have also been engaged to report on supplementary information other than RSI that accompanies Byron Bethany Irrigation District's financial statements. We will subject supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements, or to the financial statements themselves, and other additional procedures in

accordance with auditing standards generally accepted in the United States of America (GAAS), and we will provide an opinion on it in relation to the financial statements as a whole.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America, and the State Controller's Minimum Audit Requirements for California Special Districts. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error, and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement of a reasonable user made based on the financial statements.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion. As part of an audit in accordance with GAAS, we exercise professional judgement and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets, that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

### **Audit Procedures—Internal Control**

We will obtain an understanding of the District and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to you and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

### **Other Services**

We will assist in preparing the financial statements and related disclosures of Byron Bethany Irrigation District in conformity with accounting principles generally accepted in the United States of America based on information provided by you. We may also assist the District by maintaining the depreciation schedule.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement preparation and depreciation schedule services, as previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for financial statement preparation services or any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

### **Responsibilities of Management for the Financial Statements**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the

preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the District complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation on the supplementary information that includes our report thereon.

#### **Engagement Administration and Other**

The audit documentation for this engagement is the property of Robert W. Johnson, An Accountancy Corporation and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the cognizant or oversight agency or its designee. We will notify you of any such request. If requested, access to such audit

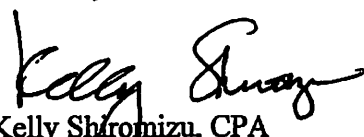
documentation will be provided under the supervision of Robert W. Johnson, An Accountancy Corporation personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

## Reporting

We will issue a written report upon completion of our audit of Byron Bethany Irrigation District's financial statements. Our report will be addressed to the Board of Directors of Byron Bethany Irrigation District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit, or are unable to form or have not formed an opinion, we may decline to express an opinion or withdraw from this engagement.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Sincerely,

  
Kelly Shromizu, CPA

## RESPONSE:

This letter correctly sets forth the understanding of Byron Bethany Irrigation District.

Management Signature: \_\_\_\_\_

Title: \_\_\_\_\_

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

Governance Signature: \_\_\_\_\_

Title: \_\_\_\_\_

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





# BYRON-BETHANY IRRIGATION DISTRICT STAFF REPORT

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TO: THE HONORABLE PRESIDENT AND MEMBERS OF THE BOARD

FROM: EDWIN PATTISON

DATE: NOVEMBER 22, 2022

SUBJECT: DRAFT ANNUAL BUDGET FOR CALENDAR YEAR 2023

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## **RECOMMENDATION**

Discussion item only.

## **DISCUSSION**

The Byron-Bethany Irrigation District (BBID or District) draft annual calendar year budget is attached hereto. The purpose of this item is to present to the Board of Directors next year's draft budget for your consideration and discussion and to provide time for each Director's input prior to consideration to adopt at a future Board meeting. The draft budget allocates the necessary resources that continues to build the financial sustainability of the District, while carrying out the Board of Director's (Board) mission of providing reliable, responsive water delivery services to agriculture and municipalities with dedicated customer service in a financially responsible and fair manner.

Budget adoption is a key action taken by the Board and provides the necessary basis to pursue the District's Vision, Mission and Goals. The budget is the District's financial work plan, translated in expenditures and supported by revenues. It establishes the District's policy direction for the near term, and to the extent the decisions have continuing implications, it also establishes long term direction.

The budget prudently contemplates staffing, capital improvements, operations and maintenance, bond payments, ongoing water conservation, born both of behavioral changes by growers and customers because of the continuing, significant drought, as well as, from likely mandates imposed upon the District and its customers by the State of California ("State") through the State Water Resources Control Board. Conservation, however, has a nominal effect on District expenses and does not typically reduce expenses in a significant way. The substantial majority of the District's expenses are fixed and occur regardless of the amount of water used or conserved.

### **OPERATING BUDGET SUMMARY**

Attached you will find the proposed annual budget for Fiscal Year 2021 (FY 21) containing budgeted operational revenues and expenditures for each of BBID's funds. The total combined CY 23 operating revenue budget is \$9.087 million and the expense budget is \$7.569 million, with total labor cost budget for salaries and wages of \$2.966 million.

### **FISCAL IMPACT**

Discussion only – No fiscal impact at this time.

### **ATTACHMENTS**

Proposed Calendar Year 2023 Budget  
Capital Improvement Plan



Byron Bethany Irrigation District  
PROPOSED 2023 BUDGET

	2022	2022	2023
SALARIES & WAGES	2022 Approved	Un-Audited 12/31/2022	2023 Proposed
Operations & Maintenance	\$ 1,409,061.00	\$ 1,080,890.62	\$ 1,733,479.43
Administration	\$ 892,051.37	\$ 817,667.39	\$ 1,232,626.48
<b>TOTAL SALARIES &amp; WAGES</b>	<b>\$ 2,301,112.37</b>	<b>\$ 1,898,558.01</b>	<b>\$ 2,966,105.90</b>
<b>EXPENDITURES</b>			
Source of Supply	\$ 148,000.00	\$ 96,836.37	\$ 118,000.00
Pumping	\$ 1,102,500.00	\$ 1,512,942.30	\$ 1,346,500.00
Operations, Engineering & Maintenance	\$ 1,085,770.00	\$ 655,888.15	\$ 1,160,759.00
General and Administrative	\$ 1,339,022.95	\$ 1,699,562.48	\$ 1,978,351.80
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,675,292.95</b>	<b>\$ 3,965,229.30</b>	<b>\$ 4,603,610.80</b>
<b>TOTAL DISTRICT OPERATIONS</b>	<b>\$ 5,976,405.32</b>	<b>\$ 5,863,787.31</b>	<b>\$ 7,569,716.70</b>
<b>CAPITAL OUTLAY/DEBT SERVICE</b>			
BBJPA Series 2017 (P&I)	\$ 270,396.50	\$ 270,396.51	\$ 269,991.50
BBJPA Series 2018 (P&I)	\$ 426,048.00	\$ 424,660.06	\$ 426,920.00
BBPFA Series 2021 (P&I)	\$ 525,371.25	\$ 488,696.25	\$ 488,178.00
OPEB Liability Prepayment	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Capital Outlay Expenditures	\$ 1,000,000.00	\$ 1,295,343.80	\$ 1,000,000.00
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 2,321,815.75</b>	<b>\$ 2,579,096.62</b>	<b>\$ 2,285,089.50</b>
<b>TOTAL BUDGET EXPENDITURES</b>	<b>\$ 8,298,221.07</b>	<b>\$ 8,442,883.93</b>	<b>\$ 9,854,806.20</b>
<b>ESTIMATED REVENUE</b>			
Property Tax Revenue	\$ 4,967,251.00	\$ 5,316,871.53	\$ 5,245,000.00
BBSA Water Sales	\$ 933,500.00	\$ 1,030,492.16	\$ 1,021,000.00
Mountain House CSD (RWSA1)	\$ 850,000.00	\$ 819,843.95	\$ 850,000.00
Tracy Hills (RWSA2)	\$ -	\$ -	\$ 240,000.00
WSSA Water Sales	\$ 935,000.00	\$ 994,596.25	\$ 1,000,000.00
Stand By	\$ 220,566.36	\$ 221,679.21	\$ 222,473.09
CVP Service Area O & M Charge	\$ 190,000.00	\$ 196,402.57	\$ 190,000.00
Drainage Agreements	\$ 36,000.00	\$ 159,057.46	\$ 36,057.46
Annexation Fee-WMD	\$ 86,207.04	\$ 330,041.68	\$ -
BBID Pump In Charge/Sales	\$ -	\$ 1,658,479.00	\$ -
Interest Earnings	\$ 150,000.00	\$ 67,180.34	\$ 70,000.00
Accounts Receivables/Debt Recovery	\$ 200,000.00	\$ 616,433.28	\$ 209,052.27
Construction Water	\$ 3,500.00	\$ 33,374.00	\$ 3,500.00
<b>TOTAL ESTIMATED REVENUE</b>	<b>\$ 8,572,024.40</b>	<b>\$ 11,444,451.43</b>	<b>\$ 9,087,082.82</b>
<b>TOTAL BUDGET BALANCE +/-</b>	<b>\$ 273,803.33</b>	<b>\$ 3,001,567.50</b>	<b>\$ (767,723.38)</b>





# BYRON-BETHANY IRRIGATION DISTRICT STAFF REPORT

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TO: THE HONORABLE PRESIDENT AND MEMBERS OF THE BOARD

FROM: EDWIN PATTISON

DATE: NOVEMBER 22, 2022

SUBJECT: **BUDGET PLANNING FOR CALENDAR YEAR 2023 – CIP  
RECOMMENDATIONS**

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## **RECOMMENDATION**

Discussion of the 2023 Capital Improvement Plan (CIP) for the following District priority projects with an estimated total cost of \$7,014,350:

1. Pump Station 2 Pipeline Replacement (in progress) – Bethany Service Area: estimated project cost of \$1,036,000
2. Pump Station 1 North Pumps Prepurchase – Byron Service Area – estimated project cost of \$1,000,000
3. Pump Station 3 Cathodic Protection Improvements – Bethany Service Area – estimated project cost of \$75,000
4. R-Line Pipeline Replacement – Phase 1 – Byron Service Area – estimated project cost of \$2,062,000
5. E-Line Pipeline Replacement – Byron Service Area – estimated project cost of \$1,551,000
6. MP 1510 Pipeline Replacement – CVP Service Area – estimated project cost of \$200,000
7. Upper Main Turnout Meter Installation – West Side Service Area (WSSA) – estimated project cost of \$600,000
8. Lower Main Turnout Meter Installation – WSSA – estimated project cost of \$400,000
9. Main Drain Overflow Pump Station Rehabilitation – WSSA – estimated project cost of \$75,000
10. Main Drain Overflow Slide Gate Replacement – WSSA – estimated project cost of \$50,000
11. Byron Springs Turnout – Byron Service Area – estimated project cost of \$25,000

## **DISCUSSION**

The CIP projects discussion is to inform the 2023 calendar year budget discussion and includes several projects that have been in the planning stages over the last year, are underway, have been delayed due to competing priorities from 2015 CIP ranking, or were recently identified as part of the WSSA Condition Assessment/CIP. See attached figure (Attachment 1) for location of CIP projects.

1. **Pump Station 2 Pipeline Replacement** – The Pump Station 2 (PS2) was identified as a low priority project (completion in 10-15 year) in the 2015 CIP and the pipelines replacement was part of a larger CIP project for PS2 which included Canal 45 lining, automated screening, new pumps and drives, flow meters, and security fencing; however, because of the increased frequency of pipeline leaks since 2015, the District chose to separate and accelerate the pipeline replacement from the other PS2 CIP features. The pipelines replacement designed in 2021 for construction during the 2021/2022 non-irrigation season was postponed in February 2022 because of early requests for irrigation water. The pipe was stored at the pipe manufacturer's plant in Tracy pending construction this non-irrigation season.
  - a. **Justification**: Complete originally planned project to eliminate pipe leaks and water loss and take receipt of pipe to eliminate storage fees.
  - b. **Status**: Contractor has mobilized and begun demolition.
  
2. **Pump Station 1 North – Pumps Prepurchase** – The Pump Station 1 north (PS1N) project was identified as a medium priority project (completion in 5-10 years) in the 2015 CIP. The overall project includes replacement of the pumps, motors, electrical equipment, new electrical/control building, and pipeline replacement. Because the existing electrical equipment is old and outdated, replacement parts are very difficult to obtain; therefore, this project was identified as a high priority in 2021. The current recommendation is for the prepurchase of replacement pumps, motors, and drives while design is targeted for completion in 2023 with anticipated construction during the 2023/2024 non-irrigation season.
  - a. **Justification**: Based on the continued supply chain issues, long lead times are anticipated for pumps, motors, and drives which will require prepurchasing these critical patch project elements to allow for construction in late 2023.
  - b. **Status**: Draft pump configuration Technical Memorandum will be delivered in early December 2022. Once pump configuration is selected, a request for proposal from pump and drive manufacturers will be issued in early 2023 with equipment procurement anticipated late first quarter/early second quarter.

The District has been working with pump and motor repair shops to refurbish one of the three existing pumps originally installed when PS1N was constructed in the 1960's. After initial refurbishment and reinstallation at \$84,500, an issue was identified, and the pump and motor were removed a second time. Currently, the pump repair shop has identified additional repairs that are needed to make the pump operational again at an additional cost of \$39,000; this will bring the total cost to \$123,500. For reference, the CIP cost of \$1,000,000 is for three new pumps and motors.
  
3. **Pump Station 3 Cathodic Protection Improvements** – The existing Pump Station 3 (PS3) buried welded steel pipe (WSP) discharge pipelines are currently not protected against corrosion. Based on previous studies completed by several BBID consultants, the existing soils within the project area are known to be very aggressive and could have significant impact on the buried pipelines if not properly addressed with a cathodic protection system to protect against corrosion and avoid a potential pipe failure in the near future. A design for the installation of an active cathodic protection system was completed in 2021 and will provide the required pipeline protection. The cost for these improvements will be borne by the District as operation and maintenance costs are factored into the water rate paid by the City of Tracy.

- a. **Justification:** If a cathodic protection system is not installed, the existing pipelines could fail due to the continued active corrosion.
  - b. **Status:** District is awaiting an updated construction bid from Arnaudo Construction and is recommended for completion concurrent with the similar system being installed for the Pump Station 2 Replacement pipelines.
4. **R-Line Pipeline Replacement – Phase 1** – The R-line replacement project was identified as a high priority project (completion in 0-5 years) in the 2015 CIP. The current recommended project includes replacement of approximately 3,600 linear feet (lf) of existing pipeline at the north end of the Byron system. The original project design was completed in 2016 and includes 5,900 lf of pipeline replacement, a 3,400 lf of canal enclosure into a pipeline, updated turnout connections, and a flow distribution box.
- a. **Justification:** Multiple leaks over the years resulting from normal farming operations and equipment impacting the existing shallow pipeline (depth of cover approximately 2 feet).
  - b. **Status:** Design updates are underway to evaluate increased flow capacity for potential future strategic partnerships with the City of Brentwood and East Contra Costa Irrigation District (ECCID). Project was divided into three phases to target high risk segments within growing fields and minimize capital cost for 2023. Anticipated construction start – fall 2023.
5. **E-Line Pipeline Replacement** – The E-line replacement project was identified as a high priority project (completion in 0-5 years) in the 2015 CIP. The current recommended project includes replacement of approximately 2,800 lf of pipeline and possible replacement of a flow distribution box.
- a. **Justification:** Multiple leaks over the years caused by root intrusions from nearby trees impact water deliveries and require District staff to make emergency repairs.
  - b. **Status:** District staff has reached out to Pacific Southwest to obtain a construction bid.
6. **MP 1510 Pipeline Replacement** – A landowner in the CVP area has requested service from a turnout that has been dormant for several years requiring pump service and replacement of a portion of exposed pipeline attached to a bridge.
- a. **Justification:** Provide reliable service to landowner within the District.
  - b. **Status:** Development of preliminary project understanding and scope.
7. **Upper Main Turnout Meter Installation** – The current turnout metering practice is not compliant with California Senate Bill X7-7 (SB X7-7) and the service area has been flagged by the State Water Board as non-compliant. The recommendation is to undergo a systematic review and implementation of bringing all turnouts into compliance.
- a. **Justification:** Currently not in compliance with State requirements.
  - b. **Status:** Development of preliminary project understanding and scope. Project cost is an estimate of updating all turnout metering (approximately 100 turnouts); however, updating all turnout metering in one year is not feasible; therefore, this project and the Lower Main Turnout Meter Installation will likely need to be implemented over multiple years.
8. **Lower Main Turnout Meter Installation** – See Item 7 – Upper Main Turnout Meter Installation.

9. **Main Drain Overflow Pump Rehabilitation** – Through the WSSA, BBID has multiple drainage agreements with the City of Tracy (City) whereby, surface runoff is conveyed through WSSA drainage ditches to the Wicklund Cut where it is discharged and ultimately flows into the Old River. The City constructed the Main Drain Overflow Pump Station to facilitate additional discharge capacity into the Old River. The pumps are currently inoperable which ultimately could lead to backup of surface runoff and localized flooding. The recommendation is to service the pumps, so they are operational in the event of high drainage flows.
  - a. **Justification:** Preventive repairs to prevent backup of drainage flows and possible localized flooding.
  - b. **Status:** Development of request for proposal and selection of pump repair shop needs to be completed.
10. **Main Drain Overflow Slide Gate Replacement** – Typically, the Main Drain Pump Station is isolated from the drainage channel that conveys flow to the Wicklund cut by a slide gate. During periods of increased runoff (rain events) that increase the flow in the drainage channel, the slide gate is opened to allow flow into the pump station for direct discharge into Old River. This recommended project will replace the existing slide gate to allow the rehabilitated Main Drain Pump Station to convey runoff flow during increased runoff events.
  - a. **Justification:** If not replaced, runoff cannot be routed to the Main Drain Pump Station which in turn could lead to backup of the drainage channels and localized flooding.
  - b. **Status:** Project definition is underway, with anticipated slide gate purchase and installation in the first or second quarter 2023.
11. **Byron Springs Turnout** – During the recent construction of the Canal 45 lining, north of Armstrong Road (north of the Byron Airport), a new turnout for the Byron Springs Inn was negotiated with the landowner but was too late for inclusion in the contractor's work. The recommendation is to construct a standard District turnout for the landowner.
  - a. **Justification:** Complete work previously agreed to and add additional revenue from new turnout.
  - b. **Status:** Awaiting non-irrigation season (empty canals) for construction, can be completed this winter.

The CIP project recommendations for 2023 are based on an old CIP (2015 CIP) for the Byron and Bethany Service Areas that were guided by previous prioritization and facilities that began having issues, recently completed condition assessment of the WSSA, and current word of mouth requests for service in the CVP area. The approach to developing these recommendations leads to a disparity in the capital spent in the different Service Areas, see Attachment 2. The nature of how facilities are distributed throughout the District and the operation of the systems within the different Service Areas drives the cost of maintaining and replacing the facilities within a Service Area. For example, the Byron and Bethany Service Areas both require multiple larger pump stations to convey irrigation water to customers; whereas pump stations, if required, in the CVP Service Area are smaller scale.

## **BACKGROUND**

A Capital Improvement Plan (CIP) contains all the individual capital projects, equipment purchases, and major studies for an agency and typically includes construction schedules and is developed together, and to inform budget planning. A CIP provides a working blueprint to systematically improve and maintain facilities in an efficient manner, while ensuring that the system operates effectively, efficiently, and reliably into the future. It coordinates strategic planning, financial capacity, and physical development with two parts

– a capital budget and capital program. The capital budget is the upcoming year’s spending plan for capital items; while the capital program is a plan for capital expenditures that extends five to ten years beyond the capital budget. The CIP is a working document which should be reviewed and updated annually to reflect changing agency needs, priorities, and funding opportunities to ensure the infrastructure exists to advance the agency’s strategic and long-term goals and objectives.

Prior to 2015, the District completed system improvements and repairs on a reactive basis, responding to system leaks or systems repairs (a result of an aging system) to maintain a reliable service to District customers. This mode of operation, excluded planning for system improvements before they fail, placed significant additional strain on District Operations and Maintenance staff, and at times impact the District’s ability to effectively deliver water to the District’s valued customers. In 2015 CH2M HILL completed a static District wide fifteen-year CIP identifying 70 projects with an estimated total cost of \$28.4 million. In addition to the capital projects, additional recommendations were made:

1. Systematic CIP Approach - develop a systematic approach for completing high, medium, and low priority projects as they come due. This approach should include how the projects are completed within the priority time frame and which projects will be completed by contractors and which projects would be completed by district staff.
2. System Optimization Plan/Study - complete an overall System Optimization Plan/Study to define delivery standards (i.e., response time, repurposing additional water if an order is cancelled, and so on), identify future potential changes in water use, identify possible water conservation measures, and generally create an operations plan for meeting the District’s current and future water demands. When the System Optimization Plan is complete, it can be used to confirm, modify, or delete CIP projects.
3. System Wide SCADA Master Plan - complete a system-wide SCADA master plan. The master plan should be completed concurrently with the System Optimization Plan and Study and should be updated accordingly once the Optimization Plan is complete. The SCADA master plan should take into consideration the overall communications between project sites and the District headquarters, system redundancy to ensure reliability, system security, and the System Optimization Plan recommendations for project site automation.

When the District and The West Side Irrigation District consolidated, District management approved a task order for Hazen and Sawyer to complete an inventory and condition assessment of the WSSA assets and prepare a CIP for the WSSA. The approach Hazen is following aligns with the CIP approach previously recommended (see Item 1 above). To date, the Hazen team has completed a condition assessment of each asset, scoring its Probability of Failure (i.e. based on age, or physical condition), Consequence of Failure (i.e. impacts to operations), and overall risk for the asset. From there the team will evaluate projects against weighted criteria to prioritize projects which will facilitate and streamline annual updates to the overall CIP. This process is still underway and anticipated to be completed early next year.

The condition assessment and prioritization process used for only the WSSA, the remaining District Divisions are still part of the 2015 static CIP and have not been updated or re-prioritized and are being completed in a reactive manner.

## **FISCAL IMPACT**

The CIP discussion is to inform the 2023 calendar year budget discussion.

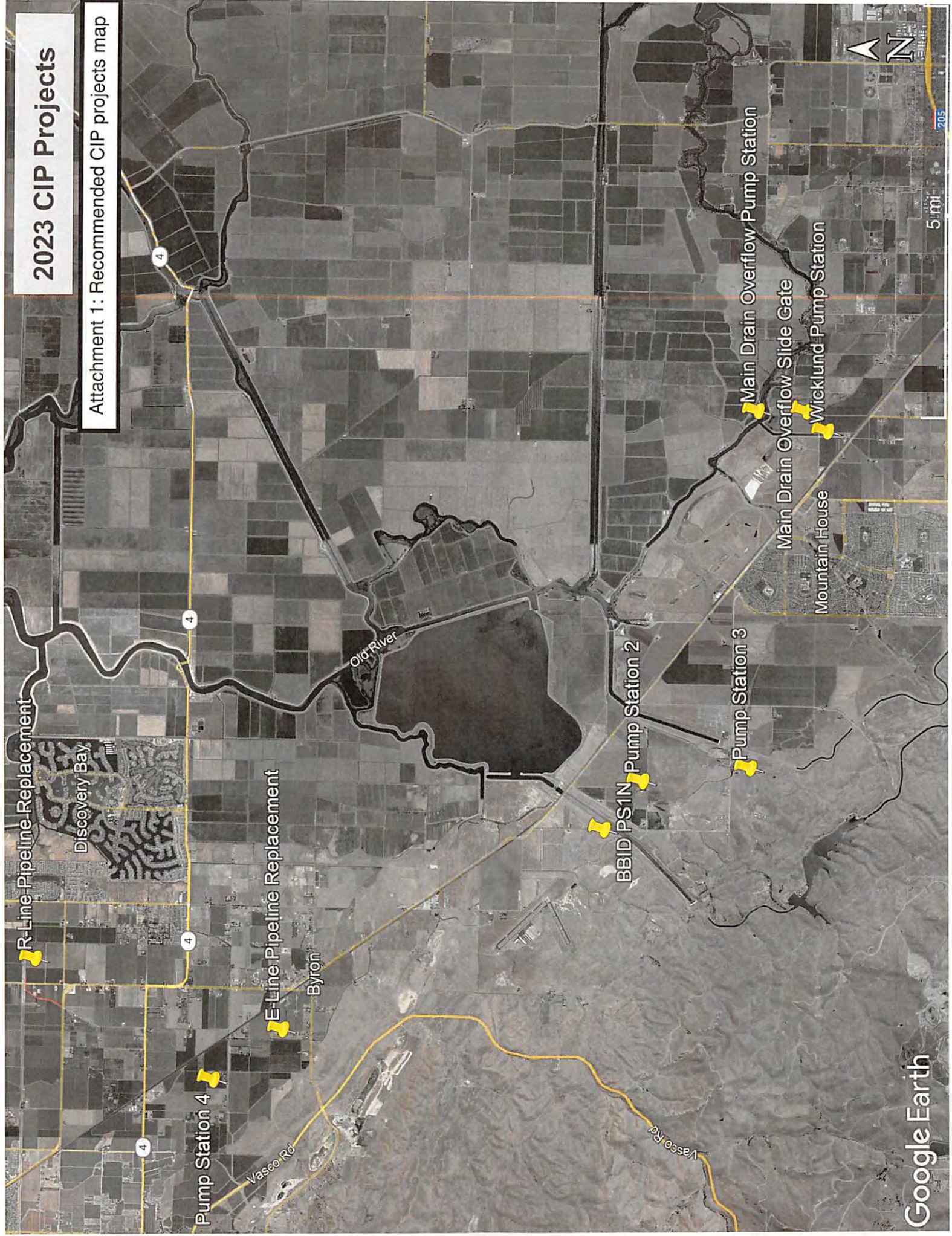
## **ATTACHMENTS**

1. Recommended CIP projects map
2. Pump Station 1 north pump repair shop invoice and quote
3. Recommended projects and cost information table and chart



# 2023 CIP Projects

Attachment 1: Recommended CIP projects map





Attachment 2: Pump Station 1 North pump repair shop invoice and quote

October 6, 2022

Rick Gilmore  
Byron-Bethany Irrigation District  
7995 Bruns Road  
Byron, CA 94514-1625  
925-779-3371  
[r.gilmore@bbid.org](mailto:r.gilmore@bbid.org)

**RE: Byron Jackson Vertical Pump**  
**Serial # 348581**  
**Model # 48RXL**  
**Job: M33820**

Rick,

The Bryon Jackson pump that was sent in for repairs has had several issues that have resulted in additional costs not related to the pump repairs that MarTech has performed.

These problems have been identified once we received the motor and coupling, and we have found the following:

1. Motor shaft at lower bearing has .006" runout and metal shavings inside the motor contaminating the oil and lower bearing. The runout on this shaft should not exceed .002". This has directly contributed to the unacceptable run condition of the pump.
2. Motor coupling is damaged, the bolt holes in the motor half do not line up with the pump half due to the bolt holes being worn oblong up to .090" resulting in a bound condition shaft to shaft when coupled. The limit for the coupling bolt holes should not exceed .025" This has directly contributed to the unacceptable run condition of the pump.
3. The coupling nut registers are .025" undersized resulting in misalignment of the couplings, this amount should not exceed .005" This has directly contributed to the unacceptable run condition of the pump.

What is required to complete the pump and motor and to operate correctly will be new manufacture a new coupling to the correct tolerances, repair the motor shaft to zero - .002 runout, replace the lower bearing and flush/replace the oil.

These repairs will resolve the operational problems that have caused the pump to be removed and inspected several times due to the pump and motor to be misaligned and bound when coupled.



**Mechanical**  
**Analysis /**  
**Repair, Inc.**

As these issues are not related to the pump repair or installation, the additional time and expense to identify are in addition the initial repair and installation costs and detailed below. The additional costs to remedy the motor and coupling issues are also quoted.

### **Costs Incurred To-Date**

#### **1) Initial Pump Repair**

<b>Labor</b>	<b>\$ 38,283.50</b>
<b>Materials</b>	<b>\$ 6,495.00</b>
<b>Sales Tax</b>	<b>\$ 568.31</b>
<b>Freight</b>	<b>\$ 350.00</b>
<b>Total</b>	<b>\$ 45,696.41</b>

#### **2) Initial Pump Installation and Startup**

<b>Millwright Labor Prev Wage</b>	<b>\$ 9,255.00</b>
<b>Confined Space Rescue Labor</b>	<b>\$ 2,530.00</b>
<b>Service Trucks and Equipment</b>	<b>\$ 375.00</b>
<b>Crane Service</b>	<b>\$ 2,100.00</b>
<b>Total</b>	<b>\$ 14,260.00</b>

#### **3) Trouble Shoot Pump, Remove Motor**

<b>Millwright Labor Prev Wage</b>	<b>\$ 6,125.00</b>
<b>Machine Work</b>	<b>\$ 297.00</b>
<b>Service Trucks and Equipment</b>	<b>\$ 375.00</b>
<b>Crane Service</b>	<b>\$ 2,100.00</b>
<b>Total</b>	<b>\$ 8,897.00</b>

#### **4) Remove Pump and Motor to Lodi**

<b>Millwright Labor Prev Wage</b>	<b>\$ 4,900.00</b>
<b>Confined Space Rescue Labor</b>	<b>\$ 978.00</b>
<b>Service Trucks and Equipment</b>	<b>\$ 225.00</b>
<b>Crane Service</b>	<b>\$ 3,100.00</b>
<b>Total</b>	<b>\$ 9,203.00</b>

#### **5) Disassembly Pump and Motor for Inspection**

<b>Labor</b>	<b>\$ 6,393.00</b>
<b>Total</b>	<b>\$ 6,393.00</b>

<b>To Date Costs Items 1/2/3/4/5</b>	<b>Total</b>	<b>\$ 84,449.41</b>
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## Quote

Fabricate New Motor and Pump Coupling  
Assemble Pump  
Repair Motor  
Deliver Pump and Motor

Labor	\$ 22,340.00
Materials	\$ 1,908.00
Sales Tax	\$ 166.95
Freight	\$ 350.00
Total	\$ 24,764.95

## Pump and Motor Installation and Startup

Millwright Labor Prev Wage	\$ 9,255.00
Confined Space Rescue Labor	\$ 2,530.00
Service Trucks and Equipment	\$ 375.00
Crane Service	\$ 2,100.00
Total	\$ 14,260.00

**Estimated Lead Time: 30 Days**

Please let me know how to proceed, if you have any questions please send me an email or call.

Thank you,

Dave Ruddock  
925-813-0134  
[daveruddock@mar-tech.com](mailto:daveruddock@mar-tech.com)

## Attachment 3: Recommended projects and cost information table and chart

### 2023 CIP Recommendations

Number	Project	Scope	Timing (yr)	Service Area	Estimated Construction Cost	Status
1	Pump Station 2	Pipeline Replacement	2023	Bethany	\$ 1,001,350.00	Construction start November
2	Pump Station 1N	Pump Purchase	2023	Byron	\$ 1,000,000.00	Pump recommendation in December
3	Pump Station 3	Cathodic Protection	2023	Bethany	\$ 75,000.00	Awaiting updated contractor bid
4	R-Line	Phase 1 - install pipeline through fields (~3,600 lf)	2023	Byron	\$ 2,062,000.00	Design refinement underway, construction late 2023
5	E-Line Replacement	2,800 LF of pipe	2023	Byron	\$ 1,551,000.00	Awaiting contractor bid
6	CVP Service Area Improvements	MP 1510 Pipeline Replacement	2023	CVP	\$ 200,000.00	Awaiting project definition
7	Upper Main	Turnout Meter Installation	2023	WSSA	\$ 600,000.00	Need to develop detailed scope
8	Lower Main	Turnout Meter Installation	2023	WSSA	\$ 400,000.00	Need to develop detailed scope
9	Main Drain Overflow PS Rehabilitation	Pump Station Rehabilitation	2023	WSSA	\$ 75,000.00	Need to obtain contractor bid
10	Main Drain Overflow	Slide Gate Replacement	2023	WSSA	\$ 50,000.00	Need to obtain contractor bid
11	Byron Springs Armstrong TO	Install new customer turnout	2023	Byron	\$ 25,000.00	Awaiting details from landowner
<b>Total</b>					<b>\$ 7,014,350.00</b>	

CIP Cost by Division/Service Area





# BYRON-BETHANY IRRIGATION DISTRICT STAFF REPORT

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TO: THE HONORABLE PRESIDENT AND MEMBERS OF THE BOARD

FROM: EDWIN PATTISON

DATE: NOVEMBER 22, 2022

SUBJECT: APPOINTMENT OF SECRETARY TO BOARD OF DIRECTORS

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## **RECOMMENDATION:**

The Assistant General Manager recommends that the Board of Directors (Board) appoint Ms. Ilona Ruiz to the position of Secretary to the Board.

## **DISCUSSION**

Water Section 21376 requires the Board to appoint its Secretary, stating: "At its organization meeting the board shall elect a president from its members and appoint a secretary, who shall each hold office during the pleasure of the board."

## **BACKGROUND**

The Board is currently without an available secretary.

## **FISCAL IMPACT**

None.

## **ATTACHMENTS**

None.





# BYRON-BETHANY IRRIGATION DISTRICT STAFF REPORT

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TO: THE HONORABLE PRESIDENT AND MEMBERS OF THE BOARD

FROM: EDWIN PATTISON

DATE: NOVEMBER 22, 2022

SUBJECT: PUMP STATION 2 IMPROVEMENT PROJECT UPDATE

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## **RECOMMENDATION**

Approve the construction proposal of \$665,349 received from Arnaudo Construction for the Pump Station 2 (PS2) Discharge Pipelines Replacement Project and issue a Notice to Proceed for construction of November 1, 2022.

## **DISCUSSION**

In July 2021 because of ongoing pipe leaks in several of the four discharge pipelines that convey water from Canal 45 to Canal 70 via PS2, the District requested that Hazen and Sawyer (Hazen) complete expedited final design plans and specifications for the replacement of the failing pipelines for construction during the 2021/2022 non-irrigation season. In addition, to avoid a possible construction delay due to ongoing supply chain issues, the District pre-purchased the pipe directly from Northwest Pipe and requested that the pipe be stored onsite at their manufacturing plant located in Tracy at District expense.

However, because of early requests for irrigation water in late February 2022 construction was postponed until the 2022/2023 non-irrigation season. Arnaudo Construction has provided an updated construction proposal and schedule for construction (attached). The overall project includes replacement of the existing four pipelines between PS2 and Canal 70, demolition of and replacement of the Canal 70 discharge headwall, new retaining wall at PS2, and overall site grading improvements to improve site drainage.

## **BACKGROUND**

PS2 is located southeast of the District Headquarters and is used to lift irrigation water from Canal 45 to Canal 70. Originally constructed in the 1960's, PS2 has undergone minor updates, the most recent being installation of a precast concrete control building and electrical equipment in the early 2000's.

The pump station is a critical facility for conveying approximately 100 cubic feet per second (cfs) of irrigation water within the Bethany Division (between the State Water Project intake to Great Valley Parkway (Mountain House)). Originally identified for replacement as part of the 2015 District Capital Improvements Plan (CIP), the pipelines replacement was part of a larger low priority CIP for PS2 which

included Canal 45 lining, automated screening, new pumps and drives, flow meters, and security fencing; however, because of the increased frequency of pipeline leaks since 2015, the District chose to separate and accelerate the pipeline replacement from the other PS2 CIP features.

### **FISCAL IMPACT**

Pipe material pre-purchase - \$336,000

Pipe storage - \$14,607

General contractor construction - \$665,349

**Total - \$1,015,956**

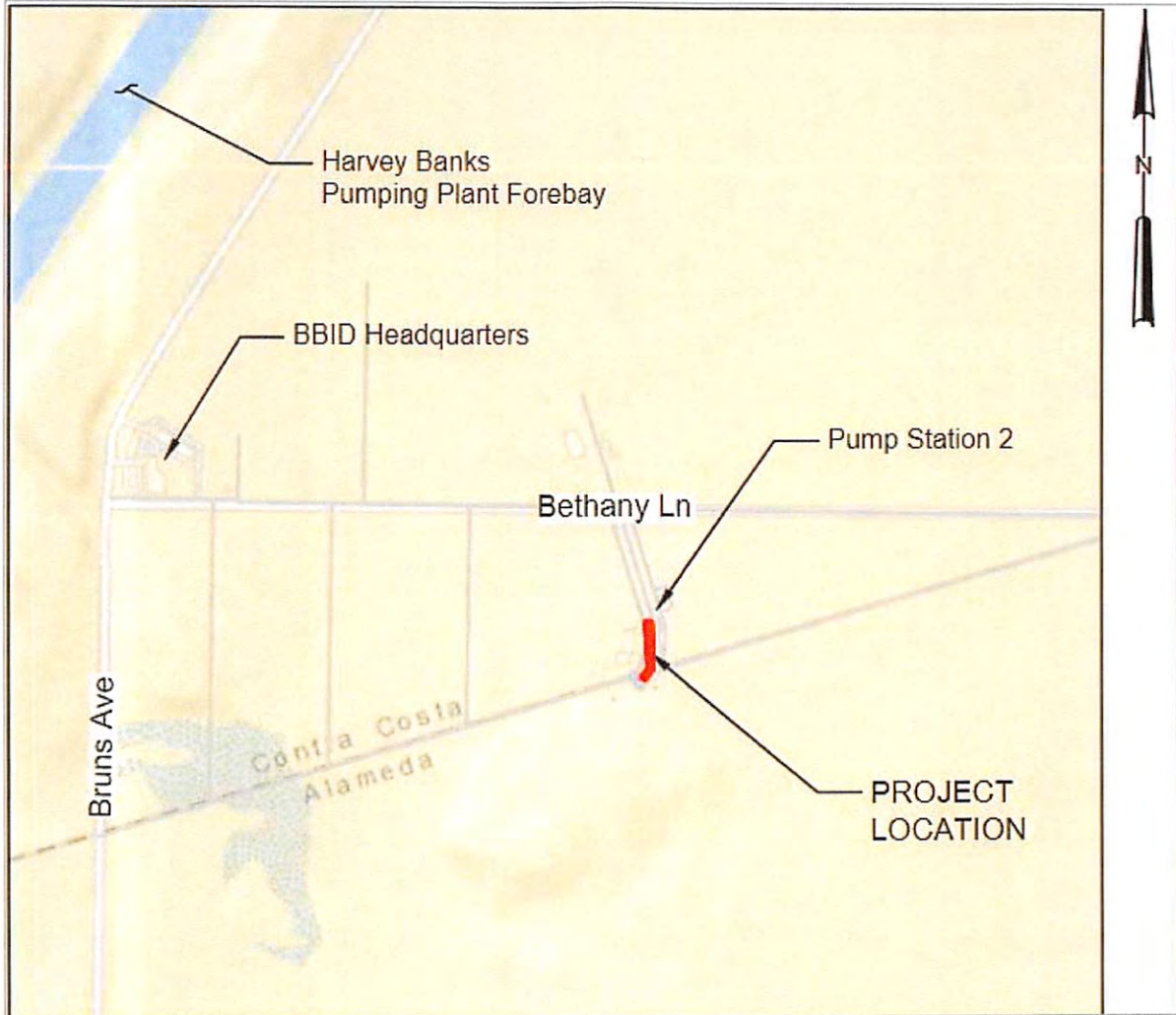
Funding for this project comes from the CIP budget. There are sufficient funds available in the budget to complete the project.

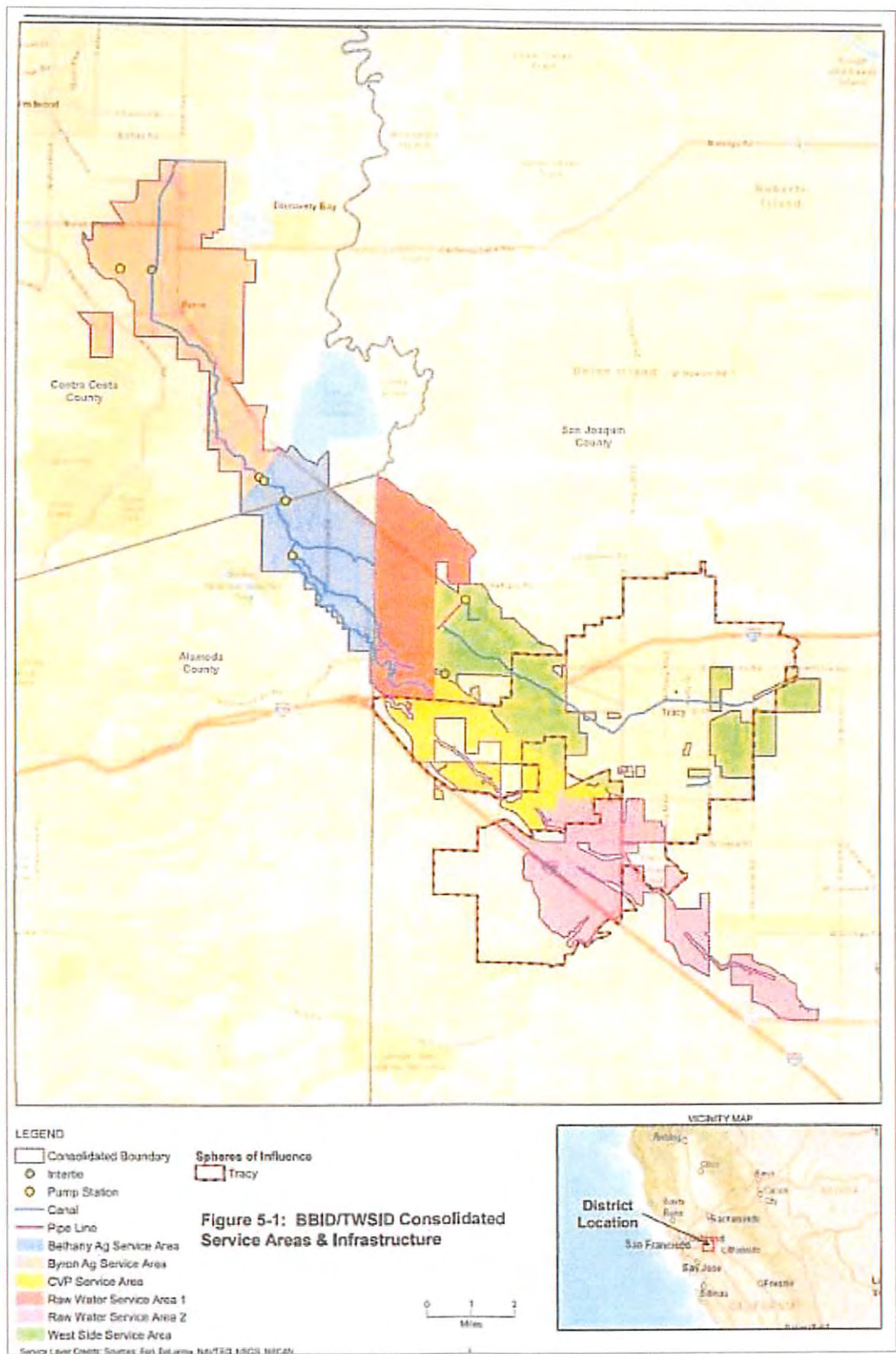
### **ATTACHMENTS**

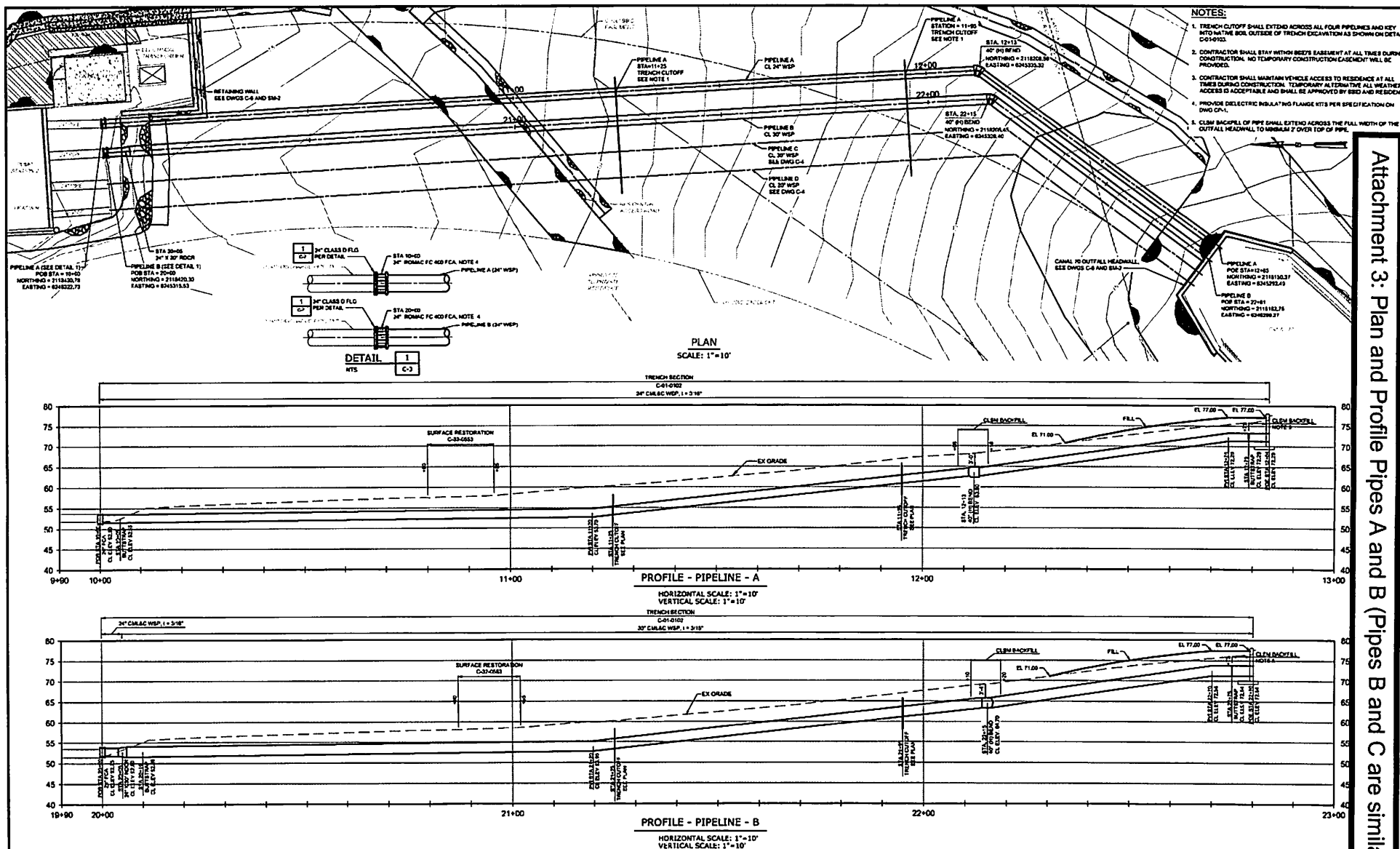
1. Location Map
2. District Service Area Map
3. Plan and Profile Pipes A and B (Pipes B and C are similar)
4. Arnaudo Construction Bid Proposal
5. Arnaudo Construction – Project Schedule



Attachment 1: Location Map







					PROJECT	J. BORCHARDT
					ENGINEER	
					DESIGNED BY	E. NEILL
					DRAWN BY	K. SIDEBOTTOM
					CHECKED BY	J. ADAM
					IF THIS BAR DOES NOT MEASURE 1" THEN DRAWING IS NOT TO FULL SCALE	6 12" 1"
REV	ISSUED FOR	DATE	BY			



**Hazen**  
HAZEN AND SAWYER  
2151 RIVER PLAZA DRIVE, SUITE 225  
SACRAMENTO, CALIFORNIA 95833

**BYRON-BETHANY IRRIGATION DISTRICT  
BYRON, CALIFORNIA**

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**PUMP STATION 2 DISCHARGE PIPELINES  
REPLACEMENT PROJECT**

### PLAN AND PROFILE PIPES A AND B

DATE:	JA	(11)
HAZEN NO.:		
CONTRACT NO.	N/A	
DRAWING NUMBER	C-3	



**PROPOSAL**

**Date:** November 16, 2022  
**Project:** Pump Station 2 Discharge Pipelines Replacement  
**Owner:** Byron-Bethany Irrigation District

No.	Description	Quantity	Units	Unit Price	Total
1	Improvements per Plans (See Scope Below)	1	LS	\$ 665,349.00	\$ 665,349.00
<b>TOTAL</b>					<b>\$ 665,349.00</b>

**Inclusions:**

**Clearing & Demolition**

- Remove Existing AC Pavement, Fence & Retaining Wall per Plan
- Remove Existing Headwall
- Remove Existing Pipe

**Pipeline**

- Install 20"- 30" WSP (Furnished by Others)
- Furnish and Install 20", 24" & 30" Flap Gate per Plan (Furnished by Others)
- Cathodic Protection per Plan

**Concrete Structures**

- Construct Headwall Structure with Railing
- Construct Retaining Wall with Railing

**Site Improvements**

- Install 12" Storm Drain with Inlets Where Shown
- Construct 6" PCC / 6" AB Adjacent to Control Building
- Construct Valley Gutter Where Shown
- Furnish & Install AB, Crushed Rock, Slope Facing and/or Stone Where Shown

*(See Next Page...)*





## PROPOSAL

Page 2 of 2

### Project Specific Notes:

- Proposal is Based on Improvement Plans  
Titled: Pump Station 2 Discharge Pipelines Replacement Project  
Prepared by: Hazen  
Dated: 12/27/2021

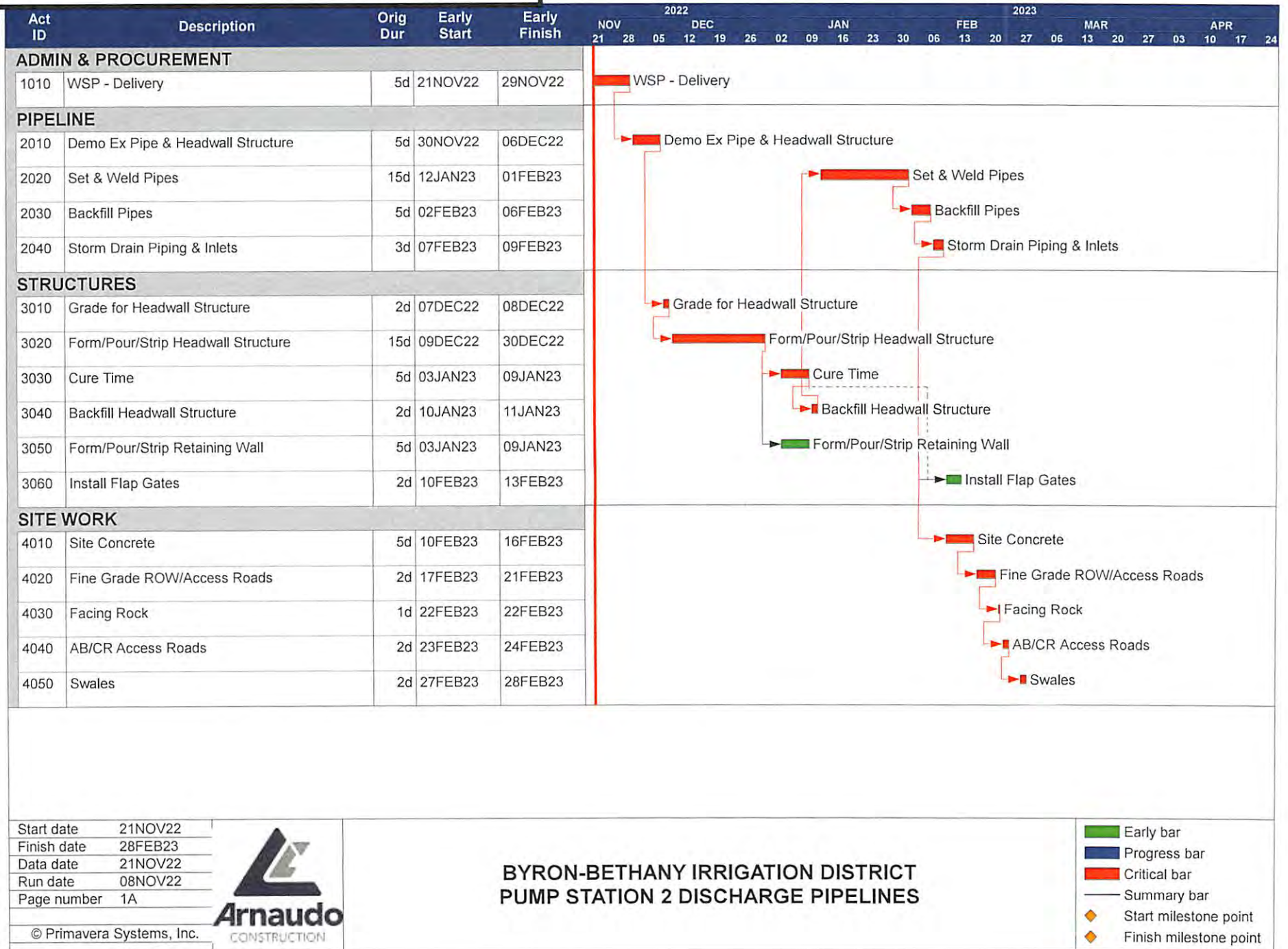
### Exclusions:

- 1 Dewatering
- 2 Bonds (can be provided upon request for an additional cost)
- 3 Fees, permits, testing, inspection or engineering
- 4 Participation in OCIP or Wrap Insurance Programs
- 5 Construction staking/survey
- 6 Removal of buried, contaminated and/or hazardous material
- 7 Repairs to existing roadways due to construction traffic
- 8 Erosion Control (installation, maintenance, and/or removal)
- 9 Subgrade stabilization (i.e. lime treatment, stabilization fabric, etc.)
- 10 Removal and/or recompaction of "soft" or unstable areas
- 11 Winter maintenance including, but not limited to, pumping rain water, constructing temporary roads, soil treatment or other measures to make the site workable

### Conditions and Clarifications:

- 1 If discrepancies exist between bid plans and final approved plans, price adjustment(s) may be necessary to reflect changes
- 2 Proposal is based on a single, continuous, operation. Any phasing of work may require cost adjustment due to decreased production and/or additional move-ins.
- 4 Proposal is valid for 30 days. After this time, we reserve the right to review cost escalations and provide adjustments as necessary
- 5 Any work requested to be performed in inclement weather or over optimum moisture conditions will result in additional costs

# Attachment 5: Arnaudo Construction - Project Schedule







# BYRON-BETHANY IRRIGATION DISTRICT STAFF REPORT

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TO: THE HONORABLE PRESIDENT AND MEMBERS OF THE BOARD

FROM: EDWIN PATTISON

DATE: NOVEMBER 22, 2022

SUBJECT: SCADA/PLC ON-CALL SERVICE CONTRACT EXTENSION

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## **RECOMMENDATION**

Reject the Supervisory Control and Data Acquisition/Programmable Logic Controller (SCADA/PLC) On-Call service contract extension proposal from Jacobs Inc, in the amount of \$100,000. Current contract amount is \$405,000 and has been in place for approximately seven years.

Staff recommends a trial period of one year (2023) using local (Sacramento) control systems integrator, TESCO's Extended Maintenance and System Services (EMASS) for \$5,500 yearly subscription plus time and materials for as-needed support.

## **DISCUSSION**

Jacobs, formerly CH2M HILL has provided on-call SCADA/PLC services to the District for 7+ years; however, their ability to provide local staff that can respond in a timely manner to on-call and emergency support requested is limited which can leave the District with an inoperable SCADA system that can significantly impact operation of critical irrigation facilities.

TESCO's EMASS program provides local staff that can effectively meet all emergency and on-demand service needs (24 hrs/7 days/365 days) for SCADA/PLC programming, as well as preventative maintenance for the District's SCADA/PLC equipment and other facility electrical and control equipment. Additionally, TESCO stocks (and manufacturers) common equipment to expedite replacement of faulty components. Separately

A second proposal from Jacobs for a new Task Order to complete installation of SCADA capabilities (ability to remotely control a facility, see discussion below) at three District facilities – Pump Stations 4 and 5, and the Radial Gate in the amount of \$214,828 was received. Staff do not believe that SCADA capabilities at these three facilities are critical because they can be operated locally (at the facility) and require low amount of supervision. In line with previous recommendations by the District Engineer, staff prefer to evaluate and assess the current SCADA system, District wide, and develop a strategic approach to updating and adding additional capabilities before committing to upgrading three low priority facilities.

As part of staff's evaluation of alternative emergency and on-demand service discussion with TESCO, a systemwide assessment option was identified by TESCO and submitted for \$55,250. The benefit of this systemwide assessment is that much of the work required will facilitate the EMASS program efforts and if completed concurrent with the EMASS contract, the overall billing rates are reduced. Additionally, the assessment will provide recommendations for necessary upgrades to the current system and identify upgrades and additional capabilities for other facilities.

## **BACKGROUND**

Most infrastructure today uses a combination of PLC programming to locally control systems including pumps, treatment processes, provide alarms for certain criteria, and generally automate the operation of facilities and infrastructure. SCADA provides the ability to remotely control and monitor these facilities and infrastructure from virtually anywhere in the world with an internet connection.

The District operates seven facilities (including Byron Sanitation Wastewater Treatment Plant) using SCADA and PLC programming and three additional facilities that operate using local control and PLC programming.

Over the last 15 years, the District has used two separate SCADA integrators to provide design, programming, and implementation for new/updated facilities including Pump Stations 3, 4, 5, Mariposa Energy Project (MEP) Pump Station and the Radial Gate as well as providing on-call support for District wide troubleshooting and repair of SCADA and programming when needed.

Much of the equipment that comprises the District's SCADA system is outdated and unreliable (constantly stops working), requiring District staff to troubleshoot and/or ultimately reach out to Jacobs for assistance to get the system operating again. The current SCADA/PLC on-call task order with Jacobs Inc. has allowed the District to maintain the ability to monitor and control existing and newly added facilities through SCADA/PLC programming for over seven years. However, Jacob's historically has not had dedicated local I&C field service staff available for rapid, afterhours, or weekend/holiday response.

## **FISCAL IMPACT**

TESCO Annual service contract - \$5,500

Additional emergency services – Time and materials

Funding for this project comes from the CIP budget. There are sufficient funds available in the budget to complete the project.

## **ATTACHMENTS**

1. Jacobs extension request
2. TESCO EMASS Proposal
3. Jacobs SCADA Upgrades Proposal
4. TESCO System Assessment Proposal
5. SCADA Facilities Map
6. PLC Facilities Map





CH2M HILL  
2485 Natomas Park Drive  
Suite 600  
Sacramento, CA 95833  
Tel 916.920.0300  
Fax 916.920.8463

October 26, 2022

Ms. Kelley Geyer, Interim General Manager  
Byron Bethany Irrigation District  
7995 Bruns Road  
Byron, CA 94514

Subject: Task Order 45 – SCADA and Programming On-Call Project, Amendment #9

Dear Ms. Geyer:

The Byron Bethany Irrigation District (BBID or District) has requested CH2M HILL's continued services related to the SCADA and Programming On-Call services. The purpose of this letter is to provide us authorization to amend the existing Task Order 45 to allow continued work with respect to troubleshooting of SCADA issues and upgrades of SCADA hardware and/or software as may be identified by the District.

We propose increasing the existing Task Order 45 budget to allow continued services. This amendment for \$100,000 would increase the total Task Order 45 not-to-exceed budget from \$410,000 to \$510,000. CH2M HILL's efforts on this task order will be pursuant to the executed Master Services Agreement dated September 25, 2006 and modifications effective June 8, 2019. Hourly labor rates will be in accordance with the 2022 District rate schedule.

If acceptable, please sign both copies of Attachment A-1 and return one to us for our files. Please do not hesitate to contact us if you have any questions.

Sincerely,

CH2M HILL, Engineers Inc.

A handwritten signature in black ink that reads "Mark R. Leu".

Mark R. Leu, P.E.  
Project Manager

**ATTACHMENT A-1**  
**TASK ORDER NO. 45, Amendment #9**

This amendment to the existing Task Order 45 is issued pursuant to the Master Services Agreement for professional services dated September 25, 2006 and modifications effective June 8, 2019, which is incorporated herein by this reference, with respect to the District's SCADA and Programming On-Call Services Project ("Project").

**Specific Services and Work Schedule:**

CH2M HILL Engineers, Inc. will perform on-call services up to this authorized budget. The types of activities anticipated include Project Management, SCADA hardware and software upgrades, SCADA programming, facilities programming, hardware and software procurement and procurement assistance, manufacturer coordination, telemetry upgrades, site visits, and SCADA related troubleshooting.

CH2M HILL Engineers, Inc. procurement activity is limited to purchasing the material (hardware and software) directly for the client. CH2M HILL Engineers, Inc. assumes no warranty or liability as to the correct use/suitability/installation/ or performance of the material product.

Work schedule will be agreed to between CH2M HILL Engineers, Inc. and the District for on-call services as identified by the District and requested of CH2M HILL Engineers, Inc.


**Compensation Provisions:**

Time & Materials, based on the 2022 District Engineer rate schedule. This Amendment is not-to-exceed \$100,000 which would increase the total Task Order 45 not-to-exceed budget from \$410,000 to \$510,000.

The Authorized Representatives designated below are authorized to act with respect to the Task Order. Communications between the parties shall be between parties and their consultants or subcontractors shall be through the Authorized Representatives:

<b>For the Owner: Byron Bethany Irrigation District</b>	<b>For CH2M HILL Engineers, Inc.</b>
Name: Kelley Geyer	Name: Jason Junkert
Address: 7995 Bruns Road Byron, CA 94514	Address: 2485 Natomas Park Drive, Suite 600 Sacramento, CA 95833
Telephone: (925) 634-3534	Telephone: (916) 920-0300

**This Task Order No. 45 Amendment #9 is effective this (date)**

Accepted for Owner by:	Accepted for CH2M HILL Engineers, Inc. by:
Name	Name 
Title	Title Designated Project Executive



Corporate Office  
8440 Florin Road, Sacramento, CA 95828  
P.O. Box 299007, Sacramento, CA 95829  
PH: 916.395.8800 FX: 916.429.2817

To: Byron Bethany Irrigation District (BBID)  
Attn: Edwin Pattison  
Re: SCADA System and PLC Control panels  
Annual Extended Maintenance and System Services (EMASS) Proposal

Quote Date: 11/16/22  
Quote No.: 22K147Q01

### ANNUAL SERVICE CONTRACT PACKAGE

(Service Period: July 1, 2022 to June 30, 2023)

This proposal is offering an Extended Maintenance and System Service (EMASS) contract package to provide support services for BBID's Water system's SCADA System and PLC Control panels. The service contract shall provide a maximum of one (1) annual SCADA system preventive maintenance service site visit and one (1) annual PLC control panels' preventive maintenance service site visit. EMASS services will be scheduled 5-6 weeks prior to required work. Additional work provided beyond the contract allowance will be provided at the contract's reduced rates on a time-and-material basis.

In addition, while onsite Tesco's EMASS service representative will gather uploads of SCADA system's program and ten (10) SCADApack 32 PLC controllers' programs for Owner's and TESCO's records.

With this agreement, **when paid in full at the beginning of the service term**, the signee is entitled to reduced rates, priority response, and emergency service available 24 hours a day, 7 days a week, 365 days a year. These rates and terms are identified under the "Standard Professional Services Rates for Time and Material Services" section as included herein.

### Scope of Coverage

The following identifies the scope of coverage related to support, service, and covered equipment/systems as part of this Service Contract Package.

Item	Description
1	<p><b>SCADA Hardware/Software Specialized Preventative Maintenance &amp; Support Services:</b> Perform a thorough system evaluation that includes specialized hardware preventative maintenance and diagnostics. Perform software system backup, diagnostics, and configuration evaluation. These services will be prescheduled and performed annually onsite, and include:</p> <p><b>SCADA System Hardware Cleaning:</b></p> <ul style="list-style-type: none"> <li>▪ Cleaning and inspection of equipment covered by agreement</li> <li>▪ Evaluate physical condition of equipment</li> <li>▪ Evaluate location of equipment and environment</li> <li>▪ Check power protection devices such as Surge Protection and UPS devices</li> <li>▪ Verify Manufactured date versus Manufactured End-of-Life date</li> </ul> <p><b>SCADA System Diagnostics:</b></p> <ul style="list-style-type: none"> <li>▪ Verify for RAM, CPU and Hard Disk utilization</li> <li>▪ Evaluation of error logs and record major events for operating system and control system software</li> <li>▪ Run virus check on all hard drives</li> </ul>



Item	Description
	<p><b>SCADA System Software Services:</b></p> <ul style="list-style-type: none"> <li>Version verification of installed operating system software</li> <li>Version verification of all installed control system software</li> <li>Verification of software compatibility on existing system</li> <li>Evaluate software compatibility with currently supported Operating System's manufacturers at the time of evaluation.</li> <li>Generate backups of critical application files and historical data.</li> </ul> <p><b>SCADA System Configuration Evaluation:</b></p> <ul style="list-style-type: none"> <li>Evaluate redundancy</li> <li>Evaluate data backup and recovery</li> <li>Evaluate historical data capture methods and storage</li> <li>Verification of existing software configuration and functionality</li> </ul> <p><b>SCADA System Service Report:</b></p> <ul style="list-style-type: none"> <li>Data collection and assimilation</li> <li>Detailed report generation to include: <ul style="list-style-type: none"> <li>Physical equipment serviced</li> <li>Diagnostic data gathered during the service visit</li> <li>Overall SCADA system and individual category health scores</li> <li>Recommendations categorized by Hardware, Software and Configuration</li> <li>Software backup files taken during the service visit</li> </ul> </li> </ul> <p><b>SCADA System/Equipment Covered:</b> The above-listed support service applies to the following SCADA hardware/equipment:</p> <ul style="list-style-type: none"> <li>Hot/Standby ClearSCADA 2010 SCADA system computer</li> </ul>
2	<p><b>PLC / RTU / Control Panel Specialized Preventative Maintenance &amp; Support Services:</b> TESCO shall provide site visits to perform specialized preventative maintenance, including system inspection, verification, and equipment cleaning. These services will be prescheduled and performed annually onsite, and include:</p> <ul style="list-style-type: none"> <li>Exterior and Interior checks of the cabinet paint condition, door operations, seals and gaskets, and checks of door mounted controls and switches.</li> <li>Vacuum of dust and debris inside the cabinet</li> <li>Check for moisture intrusion</li> <li>Check for rodent/insect intrusion</li> <li>Check fan and heater functional performance</li> <li>Visually inspect battery backup and UPS</li> <li>Verify Controller's power supply voltage</li> <li>Check and verify PLC processor and I/O Modules connections</li> <li>Check for excessive heat and loose connections</li> <li>Check telemetry equipment cabling and connections</li> <li>Seat terminal blocks and all relays</li> </ul> <p><b>Sites/Equipment Covered:</b> The above-listed support service applies to the following sites/equipment:</p> <ul style="list-style-type: none"> <li>Ten (10) PLC control panels with SCADApack 32 PLC controllers located at District's sites (Office Master PLC/RTU, Pump Station 1 North and South, MHWTP, Pump Station 2 South, Substation Monitor, Pump Station 3 South, Lateral 70 Level monitor site, MEP Raw Water tank and MEP Water Intake/Pump Station and BBID WWTP)</li> </ul>
<p><b>TOTAL ANNUAL COST:</b> <span style="float: right;"><b>\$5,500.00</b></span></p>	

## Additional Services

Additional services which are not included within the Service Contract coverages (as defined above) are available and can be administered through this contract. Such services are offered at TESCO's "standard rates" per the rate scheduled included herein, which will accrue against the included Allowance or billed separately on a Time-&-material (T&M) basis. These services will be subject to the service provisions defined herein and scheduled accordingly. Service and support may include any of the following disciplines/items as needed to fulfill the additional service requests.

- **Field Service Technician** – to provide field support and services, including, but not limited to: instrumentation troubleshooting, calibration, and loop testing; electrical control modifications; Infrared Thermal Image Scan(s) for verifying/identifying poor connections, resistive "hot spots", and potentially failing equipment, control system troubleshooting; motor control support services (e.g. VFD's, RVSS's, Pump Control Panels, etc.) and communication system service.
- **PLC Programmer** – to provide PLC programming support and services as needed, including, but not limited to: troubleshooting, program modifications, OIT programming services, and training.
- **SCADA Programmer** – to provide SCADA support and services as needed, including, but not limited to: software troubleshooting; support services for system tags, database, telemetry/communications, alarming systems, reporting, and graphics support; networking support; programming modifications; and training.
- **Engineer** – to provide engineering and consulting support and services related to electrical control and system engineering, including, but not limited to: electrical control system assessment, tracing, engineering, and as-built drawings; control system operations engineering; system documentation; and training.
- Materials, travel, expenses, and/or third-party services will be billed separately. Any material required shall be approved by owner/customer prior to procurement.

## Rate Schedule

The following rate schedule identifies the Professional Services offered by Tesco Controls for Technical Support Services only. Please note that this rate schedule is not intended for use with Task Orders or project scopes of work, which shall be administered separately from this Service and Support Contract (TESCO can negotiate and quote these separate work efforts, as needed). This rate schedule applies to the services and support covered by this Service Contract per the applicable rate category, as well as the additional services that are rendered for ancillary support effort (which is performed per the standard rates and provisions defined below).

The following are Tesco's current professional service rates for year **2022** including the escalation rate schedule for service type and category. The rates shown below include the direct hourly rate only and do not include expenses related to business travel, ME&I costs, per diem, or other miscellaneous fees. If needed, please consult with Tesco representative for travel-loaded rates which are evaluated case-by-case upon request.

Professional Services	Standard Rate	Premium Services	Emergency Services	Service Contracts
Factory Repairs	\$115	\$125	\$155	\$105
Engineering Support	\$110	\$120	\$150	\$95
Drafter/Designer	\$130	\$140	\$190	\$115
Engineer/Designer (Electrical, Controls)	\$150	\$160	\$220	\$130
Project Engineer	\$160	\$170	\$240	\$145
Senior Project Engineer	\$175	\$190	\$250	\$150
Project Manager	\$170	\$180	\$240	\$150
Senior Project Manager	\$190	\$200	\$250	\$160
PLC Applications Programmer	\$160	\$170	\$240	\$145



Professional Services	Standard Rate	Premium Services	Emergency Services	Service Contracts
Senior PLC Applications Programmer	\$175	\$190	\$250	\$155
SCADA Applications Programmer	\$160	\$170	\$240	\$145
Senior SCADA Applications Programmer	\$175	\$190	\$250	\$155
Field Service Engineer/Specialist	\$160	\$170	\$240	\$145
Senior Field Service Engineer	\$175	\$190	\$250	\$155
Network/Communications Engineer	\$200	\$210	\$260	\$185
Senior System Architect	\$205	\$220	\$270	\$190

## Service Rate Categories

The following define the service types identified in the above listed rate categories:

**Standard Service Rate** – These rates apply to standard scope and task order activities that are under Tesco's scheduling and resource planning control. Standard rates are reserved for negotiated, planned, and well-defined/specified scopes of work where standard approach methodologies for executing work activities apply. These rates may also apply to specialized preventative maintenance services. These rates do not apply to open-ended tasks or time-&-material (T&M) work orders requiring premium technical/engineering services (please refer to Premium Service Rates); the Standard Service Rate category apply to standard 'project/product delivery' work. Please consult with Tesco representative for applicable service rate.

**Premium Service Rate** – These rates apply to open-ended tasks and time-&-material (T&M) work activities where the scope of work is not well-defined requiring a non-standard approach to scope management and resource planning. Such activities require higher-level disciplines for engineering task discovery in defining scope of work requirements on an as-needed basis. These rates may also apply to scope and task order activities that require premium technical services, such as engineering assessments, engineering surveys/studies, integration activities, troubleshooting, and T&M support services. These rates do not apply to urgent, expedited, or emergency service where the rendering of services are subject to deadlines or schedules that compress or interrupt other prescheduled activities or project work (please refer to Emergency Service Rates). Please consult with Tesco representative for applicable service rate.

**Emergency Service Rate** – These rates apply to tasks, work activities, and/or services that are rendered where personnel and resources need to be expedited and do not follow Tesco's standard methodology for scheduling work. Such services may impact other work activities or other project work and may require rescheduling of resources to accommodate an expedited schedule. These rates may also apply to services that need to be rendered after normal business hours, whether provided as technical phone support or onsite technical support. Please note that any onsite technical support or activity rendered as an Emergency Service Rate may be subject to additional surcharges as follows:

### *Emergency Onsite Service Surcharges*

Mobilization surcharges are applied to each emergency call/request that results in onsite activities being rendered under the Emergency Service Rate classification as defined above. These surcharges do not apply to phone support or remote VPN access support services. The following surcharges are applied to the mobilization of onsite services based on operating business hours.

*After-Normal Business Hours, On-Call Onsite Support* .....\$950 per incident  
*During Normal Business Hours, On-Call Onsite Support*.....\$650 per incident

After-hours service requests are managed through Tesco's 24/7 On-Call Support Program and facilitated through Tesco's call center and dispatched to on-call personnel. Please note that the utilization of Emergency Service Rates



do not constitute an Emergency On-Call & Technical Support Service Contract or guarantee a level-of-service/response-time stipulated by those contracts. Please contact Tesco for a customized EMASS, Support, and/or On-Call Emergency Service Contract which is structured and quoted on support needs and on a system-by-system basis. Although Emergency Services are expedited and scheduled promptly, mobilization is subject to availability and resource rescheduling lead-times. Please consult with Tesco representative for applicable service rate.

**EMASS Contract Rate** – These rates apply to work, tasks, and scopes identified by a Tesco Service Contract. Service Contracts can include bundled packages for Extended Maintenance And System Services (EMASS) contracts, Technical Support Service contracts, and On-Call Emergency Service contracts. Eligibility of these rates are only available through an active and pre-paid Tesco Service Contract which are subject to the terms and conditions stipulated by the respective Service Contract language. These rates do not apply to Open Purchase Orders, Time-&-Material (T&M) service requests, or premium Professional Services / Consulting Agreements. Please consult with Tesco representative for additional information and details related to Service Contracts.

Please consult with a Tesco representative for applicable service rates.

## Rendering Services

Upon contracting into an agreement with Tesco Controls (i.e. Retainer Agreement, Service Contract, or Professional Services/Consulting Agreement), these indicated rates shall be valid for the agreed contract period. Services rendered will be provided on a Time-and-Material accrual basis, which may be estimated in advance with a specified Task Order and/or defined scope of activity(ies). The hours accrued for rendered services will be recorded and only those incurred hours will be billed against the service/contract agreement in addition to the cost of expenses, travel, per diem, ME&I costs, fees, expenditures, and any preauthorized hardware/material provided. Please refer to the Time-and-Material service provisions and the terms and conditions noted herein.

## Service Provisions

Please note the following service provisions:

- Normal working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. Overtime at one and one-half the standard rate is billed for services outside the normal working hours, excluding weekends and holidays.
- Saturday working hours are billed at two times the standard rates.
- Sunday working hours are billed at three times the standard rates.
- Holiday working hours are billed at three times the standard rates.
- The above rates are billed two-hour minimum and in half-hour increments per activity/mobilization.
- Portal-to-portal travel time is billed at the indicated hourly rate, plus \$0.69 per mile.
- Hardware components are billed at cost plus 20% overhead/procurement expenditures and 15% margin (delivery is subject to manufacturer availability). Sales tax will be applied as appropriate.
- Actual travel expenses (airfare, ground transportation, lodging, meals, etc.) are billed at cost plus 20% overhead/administration.
- Authorized third party services will be billed separately at cost plus 20% overhead/subcontract administration and 15% margin (delivery is subject to service provider availability).
- Please note: The above listed rates and referenced disciplines are for technical and professional services only, which do not include any trade installation, trade work, or trade labor.

## Clarifications

The liability of Tesco Controls under this Extended Maintenance and System Services agreement shall be limited to the reasonable value of the labor and services to be performed hereunder. Tesco Controls agrees to provide the services referenced herein but does not assume any liability or responsibility for damages caused by a failure of the parts or components referenced herein or the loss of any data. Tesco Controls shall not be obligated under this agreement to provide an extension of the manufacturer's warranty for any component referenced herein.

Tesco Controls shall not be obligated under this agreement to provide services or repair damage caused by fire, explosion, vandalism, theft, act of God, misuse, or abuse of equipment/components; such equipment may not be serviceable and may need to be replaced. Nor will Tesco Controls be liable for damage caused by unsupervised relocation, repair, or modifications to the equipment/components not performed by Tesco Controls (or previously authorized by Tesco Controls if such equipment is covered by the "covered components of this agreement"). Please note the following service provisions:

### Terms and Conditions

- Contract will be covered 1 year from date of acceptance.
- TESCO carries liability insurance, with full workman's compensation coverage.
- Terms are net 30 days on approved credit accounts.
- Interest will be applied to all past due invoices.

### Contract Acknowledgement

The undersigned acknowledges that they have read and understand the above Service Contract offering:

Byron Bethany Irrigation District  
\_\_\_\_\_  
Company/Agency

Tesco Controls  
\_\_\_\_\_  
Company/Agency

\_\_\_\_\_  
Name, Title

\_\_\_\_\_  
Name, Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

*Proposal prepared by:*

TESCO CONTROLS

Tony Vaynshteyn  
EMASS Coordinator  
tvaynshteyn@tescocontrols.com



# Byron-Bethany Irrigation District

## Task Order No. **XX**

### SCADA Software and Communications Improvements

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#### General

This Task Order authorizes Jacobs (formerly CH2M HILL) to perform the services described in the Scope of Work below in accordance with the terms and conditions of our agreement dated September 25, 2006

#### Background

Byron-Bethany Irrigation District (BBID) currently leverages radio communications to provide remote site statuses to the district office's ClearSCADA network servers and operator workstations. Radio frequencies and respective remote sites are shown below.

##### 900 MHz (via Flow Meter Hillside Tower)

- Mountain House Water Treatment Plant

##### 2.4 GHz (via Office Master)

- Byron Sanitary District WWTP
- MEP Raw Water Tank
- MEP Raw Water Intake and Pump Station
- Pump Station 3 South
- Lateral 70 Level Monitor

##### 2.4 GHz (via Flow Meter Hillside Tower)

- Pump Station 1 North
- Pump Station 1 South (Hardwired Ethernet)
- Pump Station 2 South
- Substation Monitor

Pump Station 4, Pump Station 5, and the Radial Gate sites do not include telemetry for communications with the district office.

Jacobs recommends installation of firewalls with integral cellular modem at Pump Station 4, Pump Station 5, and Radial Gate sites to provide statuses to the district office's ClearSCADA network servers and operator workstations via individual virtual private network (VPN) tunnels over remote site cellular service provider and district office internet service provider connections.

SCADA software upgrades and HMI programming modifications are required to provide Pump Station 4, Pump Station 5, and Radial Gate remote site statuses to the district office's ClearSCADA network servers and operator workstations.

## Scope of Work

Jacobs's services will consist of performing tasks necessary for remote control and monitoring of processes associated with Pump Stations 4 & 5 and the Radial Gate.

Cellular firewalls will be installed at Pump Stations 4 & 5 and the Radial Gate. VPN tunnels to BBID's office will be configured over internet service provider (ISP) provided static internet protocol (IP) addresses. Cellular firewalls will require BBID provided Verizon subscriber identity module (SIM) cards and outdoor antenna installation provided by others.

New virtual machines (VMs) will be configured in a lab environment to replace existing BBID SCADA server and workstation virtual machines running obsolete Windows server 2003 and Windows XP operating systems and ClearSCADA 2010 version HMI software on a Nutanix hyperconverged server host cluster. New virtual machines will run on updated Microsoft Windows operating systems and updated Schneider Electric EcoStruxure Geo SCADA (formerly ClearSCADA) HMI software. ClearSCADA licensing will be upgraded from the existing BBID support contract with Schneider Electric. A new programming laptop will be configured with Schneider Electric Telepace Studio for remote site programming.

BBID's ClearSCADA HMI program will be migrated to the updated EcoStruxure Geo SCADA platform and Jacobs will modify HMI program to include drivers, database objects, and graphics for control and monitoring of Pump Stations 4 & 5 and the Radial Gate Schneider Electric SCADAPack remote telemetry units (RTUs). HMI program to be modified to include all functions available from local operator interface terminals (OITs) installed at Pump Station 4 & 5 and the Radial Gate.

Services will include the following:

- Hardware and software procurement.
- Cellular firewall and VPN configuration.
- VM configuration and software installation.
- BBID ClearSCADA HMI migration and EcoStruxure Geo SCADA programming and bench testing for Pump Station 4 & 5 and Radial Gate control and monitoring.
- Onsite installation, configuration, and functional testing.
- Operator Training.

## Task 1 – Project Management

Jacobs will provide the following project management services in this scope of work to manage tasks in the scope of work toward timely and successful completion:

1. Resource planning and team organization.

2. Meeting coordination including scheduling, agenda, and minutes.
3. Task progress coordination with BBID and Jacobs.
4. Quality control of deliverables prior to task completion.
5. Consultant team health and safety stewardship.
6. Project administration.

## **Task 2 – Procurement**

Jacobs will provide procurement services for hardware including cellular firewalls, antennas, and appurtenances and software including operating systems, control system data servers, and HMI platform. Procurement support will include development of the final procurement network block diagram, bill of materials, network address list, and hardware and software quotations.

Jacobs will facilitate a 1-hour meeting with up to 3 members of Jacobs' project team to discuss procurement documents and receive client requested modifications prior to BBID's purchase.

Jacobs will be responsible for hardware and software purchasing for integration of cellular firewalls, programming laptop, virtual machine, operating system, and ClearSCADA upgrades. ClearSCADA licensing costs are not included in Jacobs scope as BBID's existing service contract with Schneider Electric should allow for software upgrade at no cost. BBID will be responsible for purchasing cellular data plan contracts and providing Verizon SIM cards and shipping SIM cards to Jacobs' Redding, California office for firewall configuration. Antennas and appurtenances will be shipped to BBID's office for onsite installation by others.

### ***Task 2 Deliverables:***

- Final procurement network block diagram.
- Final procurement bill of materials.
- Final network address list.
- Hardware and software vendor quotations.

## **Task 3 – Lab Configuration**

Jacobs will configure cellular firewalls, and VPN tunnels for Pump Stations 4 & 5 and the Radial Gate. BBID will ship cellular firewalls and SIM cards to Jacobs' Redding office for configuration.

Jacobs will develop upgraded VMs, operating systems, and software platforms to provide BBID SCADA network structure and operation matching BBID's existing control system in a lab environment. BBID will transmit software licenses purchased to Jacobs staff for software activation.

Jacobs will develop data server drivers, database objects, and graphics for BBID's migrated EcoStruxure Geo SCADA project using object and graphic templates and configurations

matching BBID's existing control system. HMI screens will be separated to match existing OIT programs running locally at Pump Stations 4 & 5 and the Radial Gate.

Jacobs will facilitate 1 in-person workshop with BBID staff to review HMI program screenshots for Pump Stations 4 & 5 and the Radial Gate. Jacobs staff to include up to 3 project team members.

### ***Task 3 Deliverables:***

- Final HMI program screenshots.

## **Task 4 – Onsite Integration**

Jacobs will perform final termination and powerup of cellular firewalls at Pump Stations 4 & 5 and the Radial Gate. Antenna and firewall mounting, firewall power conductors, and coaxial cable routing is not included in the Consultant's fee and will be provided by BBID.

Jacobs will install new VMs on existing Nutanix hyperconverged server host cluster and test VPN and data server communications with Pump Stations 4 & 5 and the Radial Gate. Jacobs will verify remote control operations with one Jacobs staff member controlling a new BBID office SCADA VM and another Jacobs staff member viewing the local control panel at Pump Stations 4 & 5 and the Radial Gate. Jacobs staff at BBID will manipulate control data points and changes verified by Jacobs staff at the remote site OIT.

Upon successful data server communications, Jacobs will start new VMs in parallel with existing VMs and test new SCADA network operation. Realtime data will be compared between existing and new SCADA networks to verify proper operation.

Jacobs will reconfigure HMI workstations at the BBID office and Pump Station 1 South along with the operator tablet to communicate using new SCADA VMs. Jacobs will coordinate with BBID staff to test operator notification for alarm points at Pump Stations 4 & 5 and the Radial Gate.

Jacobs will provide training to BBID operations personnel on the operation of new HMI screens for monitoring and control of Pump Stations 4 & 5 and the Radial Gate. The training will cover screen navigation, pop-ups, and trending. A single training session, of up to 1 hour in length, will cover the topics described below.

Operator Training topics will include:

- Control set point settings, control mode selection, alarm acknowledgment.
- Operation of each HMI display, dynamic objects, and controls.
- Remote mode operating of Pump Station 4 & 5 and Radial Gate processes.
- Trending and historization.

Jacobs has budgeted up to 2 trips, each trip providing up to 40 hours onsite with up to 3 members of Jacob's project team to complete installation, testing, and operator training for Pump Station 4 & 5 and Radial Gate HMI graphics and RTU communications.

**Task 3 Deliverables:**

- None.

**Schedule**

A preliminary milestone schedule for this Task is as follows:

Milestone	Target Start	Target Finish
Task 1 – Project Management	4/1/23	10/31/23
Task 2 – Procurement Support	4/1/23	9/1/23
Task 3 – Lab Configuration	6/1/23	9/1/23
Task 4 – Onsite Integration	9/1/23	10/31/23

All work under this Task Order is expected to be completed by October 31<sup>st</sup>, 2023, but equipment availability may impact the schedule and could delay project completion by up to six months.

If the work is delayed beyond the reasonable control of Jacobs, Jacobs reserves the right to request a scope and fee modification for additional administrative and support time.

**Compensation**

Compensation for services described herein will be on a time and materials basis for a total not-to-exceed budget of **\$214,828**. Compensation is based on the current 2022 rate schedule. This total fee will not be exceeded without prior authorization from BBID. A breakdown of the estimated fee is summarized in Table 1. BBID understands and agrees that individual tasks may be completed either under or over budget and that Consultant can reallocate budgets within and across tasks provided the total authorized estimated fee is not exceeded. BBID is not obligated to compensate the Consultant for work beyond the authorized budgets nor is the Consultant obligated to incur costs that exceed the authorized budgets. Costs for sub-consultants are rough order or magnitude estimates based upon the anticipated work.

**Table 1 – Estimated Fee Breakdown**

Task	PS4, PS5, Radial Gate Telemetry Budget	Software Upgrades Budget
Task 1 – Project Management	\$2,879	\$2,879
Task 2 – Procurement Support	\$48,667	\$22,001
Task 3 – Lab Configuration	\$49,244	\$30,296
Task 4 – Onsite Integration	\$26,430	\$32,432
	<b>\$127,220</b>	<b>\$87,608</b>





Corporate Office  
8440 Florin Road, Sacramento, CA 95828  
P.O. Box 299007, Sacramento, CA 95829  
PH: 916.395.8800 FX: 916.429.2817

To: Byron-Bethany Irrigation District  
Attn: Ed Pattison  
Re: Byron-Bethany Irrigation District  
System Assessment

Quote Date: 11/17/2022  
Quote No.: 2022K130Q01

Ed:

Thank you for your interest in TESCO products, services, and solutions. We are pleased to quote the following scope of work pertaining to the above-referenced project.

### Introduction & Project Objective

This quote is inclusive of the services required to perform a system assessment of Byron-Bethany Irrigation District's (BBID) local and remote sites. TESCO's **Systems Engineering Team**, consisting of experienced engineers and process control subject matter experts, will work collaboratively with your operations staff to review the existing system information/documentation and determine the data to be obtained through onsite investigations. TESCO will then analyze and compile the acquired system data into a report and conclude the assessment by meeting with District staff to present the findings, recommendations, and cost estimates. The objective of the system assessment is to provide BBID with the following:

- Updated and accurate SCADA and Process Control System (PCS) architecture block diagram
- Automation asset inventory spreadsheet
- List of IP networks, VLANs, and IP devices
- Communications system data-flow requirements/configuration (including existing control dependencies)
- Current SCADA and PLC application software backup copies (as-installed)
- Technical Memorandum (TM) report with observational notes and planning-level recommendations
- Presentation of TM to client stakeholders, including a collaborative discussion regarding "next steps"

The data gathered and analyzed by TESCO will result in properly developed documentation, representative of a complete and updated baseline/overview of the District's existing System and current SCADA/PCS configuration.

Presently, the District's system is monitored through a ClearSCADA application hosted at the Corporate Yard and the process control is primarily operated through SCADAPack32 PLCs. The system assessment performed by TESCO will include analysis of the following sites:

- |                             |   |
|-----------------------------|---|
| ▪ Flow Meter Hillside Tower | ▪ RWPS / Pump Station 1 South           |
| ▪ Mountain House WTP        | ▪ Pump Station 1 North                  |
| ▪ Pump Station 2 South      | ▪ Substation Monitor                    |
| ▪ Main Office Master        | ▪ Pump Station 3 South                  |
| ▪ Lateral 70 Level Monitor  | ▪ Byron Sanitary District WWTP          |
| ▪ MEP Raw Water Tank        | ▪ MEP Raw Water Intake and Pump Station |

## Process Overview

**SCADA and Process Control System (PCS) Assessments** include various areas of focus; each consisting of several diverse and interrelated hardware, software, and functional items. The following is a list of those potential areas and possibly relevant items which *we will request you provide any existing documentation on for our review:*

- **Core SCADA System Architecture & Infrastructure** – SCADA System Block Diagrams, Designated Hardware & Software Platforms, Virtualization, Levels of Redundancy, Criticality of Facilities, Manned vs. Unmanned Operations, Enterprise-Level Integration Requirements, Supplemental Application Software, Bill of Materials (BOM), etc.
- **Network & Communications (Telemetry) System Infrastructure** – IP Networks & Address Assignments, Network Architecture Diagrams, Cable Connection Diagrams, Interconnection Diagrams, Fiber Optic System Installation Diagrams, Network Routing Tables & Access Control Lists (ACLs), Network Communication Equipment Configurations, Wide-Area Telemetry Connectivity Diagrams, Telemetry Equipment Configurations, Front End Processors (FEPs), Data Concentrators, Gateways, Network & Telemetry Protocols, Wide-Area Network Topologies (Point-to-Multipoint Star, Point-to-Point, Mesh, Etc.), Radio Frequency (RF) System Diagrams, RF System Analysis Reports, RF Communications System Technical Characteristics (Output Power, Frequency, Modulation, Channel Bandwidth, Antenna Type & Gain, System Losses, Antenna Feedline), Current FCC Licenses & Tower Registrations, etc.
- **Complete Automation System Assets List/Spreadsheet** – Programmable Logic Controllers (PLCs), Remote Terminal Units (RTUs), Local Operator Interface Terminals (OITs) / Local Operator Interfaces (LOIs) / Man Machine Interfaces (MMIs), Human Machine Interface (HMI) Servers, Process Historian/Database Servers, Ancillary/Auxiliary Servers, Operator Workstations, Engineering Workstations, SCADA Clients, Switches, Routers, Firewalls, Virtual Private Network (VPN) Appliances, Intelligent Electronic Devices (IEDs), Radio Transceivers, Antennas, Modems, Cellular Communication Modems/Routers/Gateways, Media Types, Fiber Optic Components, etc.
- **Process Control System Information** – Facilities List, Plant Flow Diagrams, P&IDs, Hydraulic Diagrams, Pressure Zone Maps, Process Control Narratives, Detailed Control Strategies, Electrical & Mechanical Process Equipment Database, Instrumentation Index, Piping & Interconnectivity Diagrams, Tag Naming Conventions, Equipment Naming Conventions, SCADA System Standards, PLC Programming Standards, Remote Site/Facility Identifiers, Motor Control Center (MCC) & Associated Electrical Schematic (Ladder) Diagrams, PLC-Based Industrial Control Panel Fabrication Drawings & Detailed Wiring Diagrams, Etc.
- **Enterprise Application Integration** – Geographic Information System (GIS), Computerized Maintenance Management System (CMMS), Laboratory Information Management System (LIMS), Asset Management System (AMS), etc.

## Scope of Services

Throughout TESCO's experience performing system assessments, it is understood that each client has a varying degree of available system information and corresponding documentation. Likewise, depending on how well modifications or upgrades were documented throughout the life of the system, the accuracy of available information/records may also range significantly. Based on this prior knowledge and experience, TESCO has created guidelines for executing system assessments, which consist of completing **Tasks 1-10** described below.

### Task 1 – Kickoff Meeting / Project Initiation

TESCO will host a kickoff meeting to discuss the general project approach and provide an overview of the system assessment scope. This meeting will be utilized to establish the project framework with the District, define the boundaries for the actual scope of work to be performed, align expectations for TESCO and the District, identify the key stakeholders/staff that should directly participate in this assessment, determine the project timeline/schedule, and discuss any special logistical issues that should be considered as execution moves forward.



### *Task 2 – Obtain All Available SCADA/PCS Information & Documentation*

TESCO will work closely with the District staff to review the available system information and documentation that collectively defines the SCADA and PCS infrastructure. This particular task is considered a preliminary step in the overall assessment process. The focus will include compiling the following data:

- Types of systems, facilities, and processes involved
- Types of SCADA and HMI platforms (hardware/software) utilized within the system
- Types of PLC and RTU platforms (hardware/software) utilized within the system
- Types of communication interface devices and protocols utilized by the SCADA, PLC, and PLC equipment
- Current network component configurations

### *Task 3 – Conduct Workshops & Interviews*

TESCO will conduct workshops and interviews with the District staff as required to assist in the collection of information related to the SCADA and PCS architecture. Topics or questions to be addressed will consist of the following:

- Identify and discuss existing issues and pain points
- Identify user/operator preferences for SCADA/HMI hardware/software platforms, PLC hardware/software platforms, programming/control standards, specific engineering and diagnostic tools, etc.
- Identify site-specific control and functional requirements
- Discuss potential future projects with consideration to the Water/Wastewater System
- Discuss budgetary planning for future system improvements/maintenance

### *Task 4 – Initial Field Investigation & Data Gathering*

TESCO will perform the following information and data gathering activities associated with the twelve (12) operational facilities listed above:

#### **4A – Physical Field Survey / Site Investigations**

Onsite survey to develop an inventory of all identifiable SCADA/PCS network and communication equipment assets currently located at each facility. To help understand the network/communication connectivity utilized throughout the SCADA and PCS infrastructure, TESCO's thorough inspection will include several digital photographs of active hardware/components and labels. The purpose of the survey is to document the existing site conditions, characterize the site process, and discover the primary process equipment and instrumentation used for maintaining operations and control at each site. Emphasis will be placed on recording and determining key process control and system automation assets, including listings of PLCs, network/communication equipment, as well as any other defining functional features and characteristics of each site.

#### **4B – Device Configurations**

If available/applicable and if provided the necessary credentials/access, TESCO will obtain existing device configurations from the relevant network and communication components, including network switches, routers, firewalls, security appliances, gateways, data concentrators, FEPs, communication sub-masters, etc.

#### **4C – Packet Capture**

To further understand the flow and delivery of data throughout the SCADA and PCS network(s), TESCO's investigation may include utilization of packet captures. This can be a useful method for determining source/destination addresses, applied protocols, and potential network anomalies.

#### **4D – SCADA/HMI Application Software Backups**

If possible, upload the currently operational SCADA/HMI system application software files and configurations to create backup copies.



**4E – Process Control System (PCS) PLC Application Program Backups (Process Control Logic)**

If possible, upload the currently operational PLC program logic and configuration files to create backup copies, as well as provide additional reference information for describing site operations and process control.

*Task 5 – Initial Network, Communications, & SCADA/PCS Infrastructure Analysis*

TESCO will organize and analyze the information and documentation accumulated in the previous tasks to start developing a system overview diagram. The various documented devices and subsystems will be assessed to determine inner-network connectivity and individual communicative functions within the network(s). To outline the existing network system composition, TESCO will illustrate the communications/connections within the SCADA and PCS infrastructure. Project deliverables produced by TESCO will include a complete **Automation Assets List** and **SCADA/PCS Block Diagram**, depicting the overall system and network architecture.

*Task 6 – Follow-up Field Investigation & Data Gathering*

TESCO will perform a follow-up field investigation if required, to clarify any informational gaps or questions that remain after the initial compilation and analysis of the system data.

*Task 7 – Final Network, Communications, & SCADA/PCS Infrastructure Analysis*

TESCO will complete a final comprehensive analysis of the information previously gathered to verify the content accuracy, prior to development of the assessment report. Through this task, any data discrepancies will be detected and resolved before the report is drafted.

*Task 8 – Development of Technical Memorandum Report*

TESCO will consolidate all the assembled documentation, analysis, and any other applicable informational items into a Technical Memorandum (TM) report for submission to the District staff.

*Task 9 – Presentation of 90% TM Report to Client*

TESCO will host a dedicated workshop/meeting with the District to present and discuss the TM report (90% completed) in detail. The 90% completed report will consist primarily of TESCO's findings and analysis, while the remaining 10% will be reserved for the system recommendations and prioritization of future improvements/projects that are discussed during the report presentation.

*Task 10 – Delivery of Final Report*

TESCO will complete and deliver the final TM report (100% completed) based on the prior discussions with the District during the *Task 9 – Presentation*.

*Refer to the following table for an example timeline and sequence of events; however, note that this is only a baseline representation and each system assessment project has its own unique scheduling dependencies and constraints.*

**Table 1 - Example System Assessment Timeline**

Task No.	Description	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13	Week 14	Week 15	Week 16	Week 17	Week 18	Week 19	Week 20
--	PO Received																				
--	Schedule Kickoff Meeting																				
1	Kickoff Meeting / Project Initiation		Prep																		
2	Obtain All Available SCADA/PCS Information & Documentation																				
3	Conduct Workshops & Interviews					Review Info															
4	Initial Field Investigation & Data Gathering							Data Collection													
5	Initial Network, Communications, & SCADA/PCS Infrastructure Analysis									Compile & Analyze											
6	Follow-up Field Investigation & Data Gathering																				
7	Final Network, Communications, & SCADA/PCS Infrastructure Analysis													Final Analysis of Data							
8	Development of Technical Memorandum Report															Develop TM Report & Drawings					
9	Presentation to Client - 90% TM Report Draft																				
10	Delivery of Final Report																			Finalize Report	

## Summary of Key Deliverables

Listed below is a summary of the deliverables to be provided to the District at the completion of this project, which will be concluded with a discussion concerning TESCO's documented analysis and recommended system improvements.

- **TM Report** including the following process control system content:
  - Observational notes and planning-level recommendations
  - Existing SCADA and PCS architecture block diagram
  - Asset inventory
  - Site/facility inventory
  - Control relationships
  - Communications relationships
  - Telemetry relationships
- **Presentation of TM** to client stakeholders, including a collaborative discussion regarding "next steps"
- **Current SCADA and PLC application software backup copies** (as-installed)

Refer to the *Scope of Supply* below for the total project price and an outline of the services/tasks to be performed by TESCO.

## Scope of Supply

Item	Qty	Description
<b>BRYON-BETHANY IRRIGATION DISTRICT – SYSTEM ASSESSMENT</b>		
1	Lot	<b>Professional Services</b> to include: <ul style="list-style-type: none"> <li>▪ Project preparation, initiation, and kickoff meeting</li> <li>▪ Collection and review of available system information/documentation</li> <li>▪ Interviews and workshops with District staff</li> <li>▪ Initial field investigations, site surveys, and data gathering activities</li> <li>▪ Initial network, communications, and SCADA/PCS infrastructure analysis</li> <li>▪ Follow-up field investigations and data gathering activities</li> <li>▪ Final system analysis</li> <li>▪ Development of TM report and related deliverables</li> <li>▪ Presentation to District staff</li> </ul>



Item	Qty	Description
		▪ Delivery of final report
		<b>TOTAL (Item 1, not including applicable sales tax): \$55,250.00</b>

### Terms & Conditions

- Quote is firm for 90 days unless otherwise stated.
- Execution of services to be scheduled according to resource(s) availability at the time TESCO receives the purchase order, written notice of intent, or notice to proceed.
- Unless otherwise stated above, price does not include any sales tax, use tax, or applicable fees; please apply any taxes and/or fees as appropriate. Please note that all invoices will include sales tax where applicable.
- TESCO carries liability insurance, with full workers' compensation coverage.
- Terms are net 30 days on approved credit accounts.
- Interest will be applied to all past due invoices.
- All merchandise sold is subject to lien laws.
- Final retention to be paid within 10 days after the project notice of completion.

Please feel free to contact us at (916) 395-8800 to discuss any questions or comments you may have regarding this quotation.

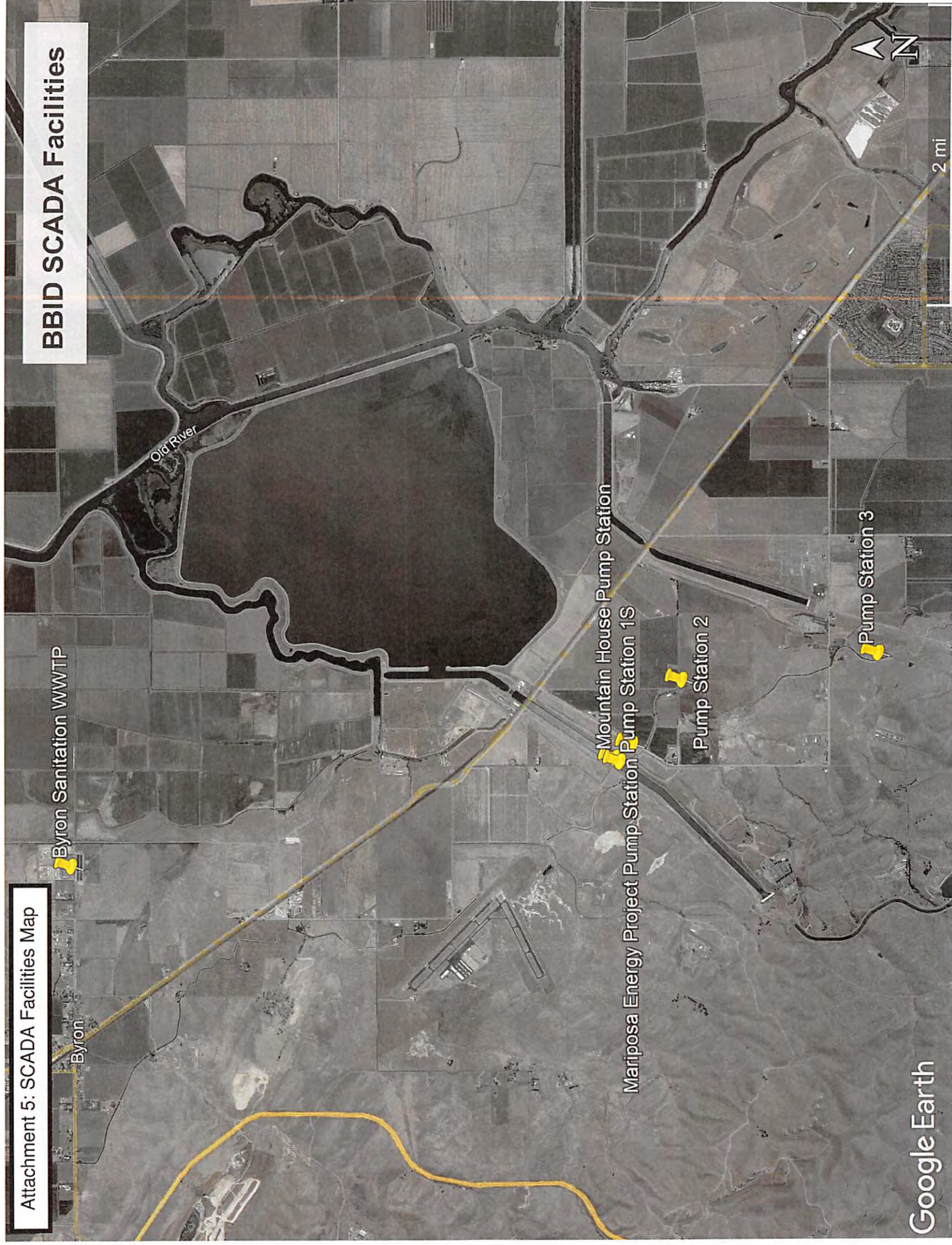
Sincerely,

TESCO CONTROLS, INC.



Keith Webb  
Technical Sales  
kwebb@tescocontrols.com







Pump Station 5

Pump Station 4

Radial Gate

Byron Sanitation WWTP

Byron

Old River

Mountain House Pump Station  
Mariposa Energy Project Pump Station  
Pump Station 1S

Pump Station 2

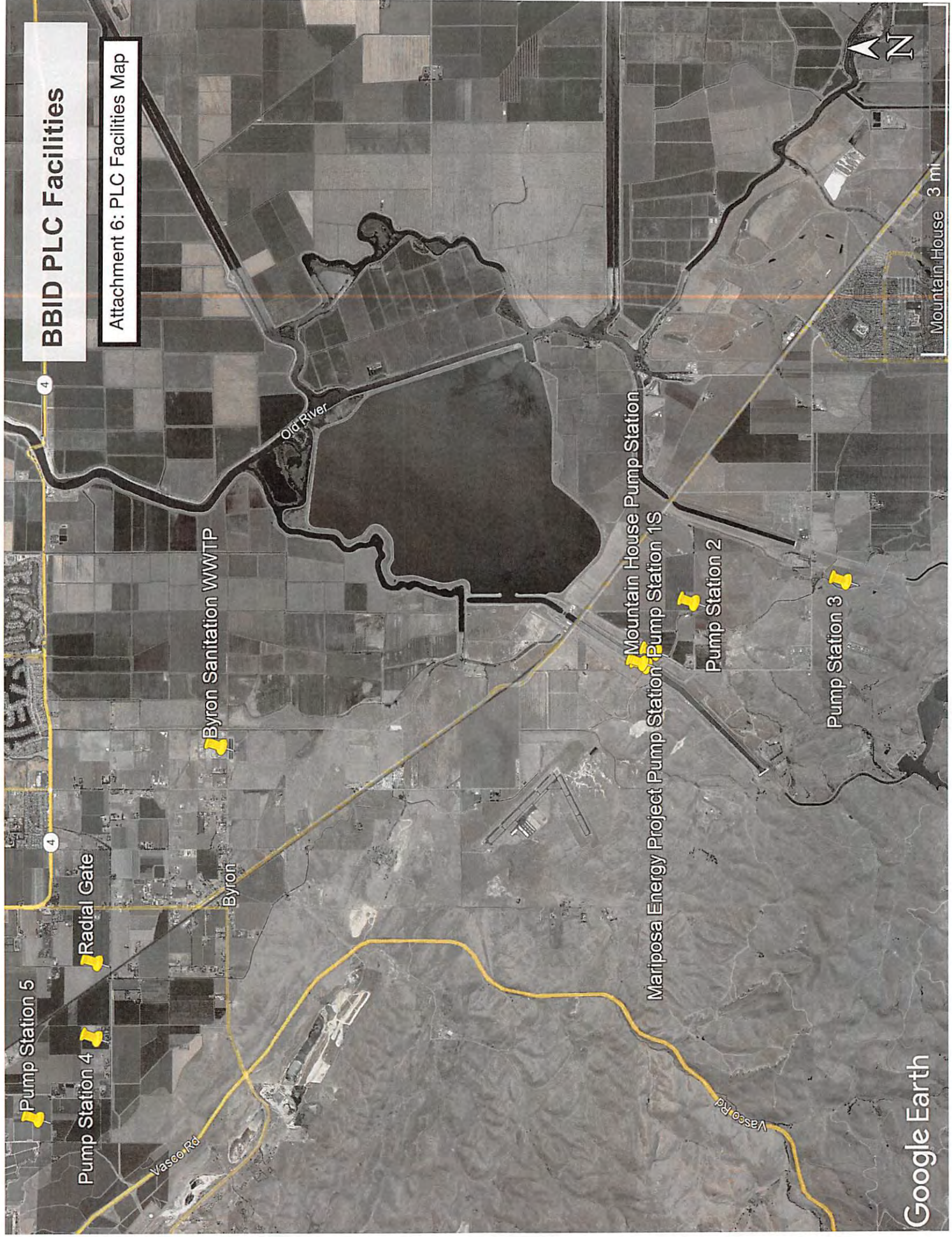
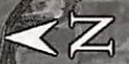
Pump Station 3

Google Earth

Mountain House 3 mi

# BBID PLC Facilities

Attachment 6: PLC Facilities Map







# J Comm, Inc.

## SUMMARY REPORT

### Byron-Bethany Irrigation District

October 2022

#### PROJECT: Manage BBID Website

- Prepared content for new water rights page, pending review
- Performed site maintenance and updates

Project Status: Ongoing

#### PROJECT: News & Social Media

- Managed BBID Twitter & Facebook pages
- Monitored social media accounts of water districts and media outlets

Project Status: Ongoing

#### PROJECT: PWRPA

- Join regular conference calls as alternate board member

Project Status: Complete

#### PROJECT: SGMA

- Participate in ongoing GSA planning for SGMA implementation, as necessary

Project Status: Complete



PROJECT: Legislative Strategy

- Participated in strategy session regarding potential upcoming legislation re: water rights; delivered report to BBID Board

Project Status: In Progress

PROJECT: LVE News Release

- Wrote and distributed news release regarding Los Vaqueros Reservoir Expansion

Project Status: Complete

PROJECT: ACWA Conference & Committee Meetings

- Attend Monday Morning Lobby Group, Agricultural Committee, Communications Committee, and State Legislative Committee meetings as needed, as scheduled during COVID-19

Project Status: Ongoing

Report Submitted by: Nick Janes

Date: 11/1/22