



**CHINO BASIN
DESALTER
AUTHORITY**

Meeting of the Finance Committee of the Board of Directors

January 27, 2022 • 2:00 p.m.

Video conference: Click on link: [Join Zoom Meeting](#)

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Teleconference: Dial-in #: (669) 900 6833 Meeting ID: 819 6293 4481 Passcode: 148345

**FINANCE COMMITTEE OF THE
BOARD OF DIRECTORS**

CHINO BASIN DESALTER AUTHORITY

3550 E. Philadelphia Street, Suite 170, Ontario, CA 91761

**January 27, 2022
2:00 p.m.**

*All documents available for public review are on file with the Authority's
Secretary located at 3550 E. Philadelphia Street, Suite 170, Ontario, CA 91761*

NOTICE AND AGENDA

According to the directives from the California Department of Public Health and Executive Order N-08-21 issued by Governor Gavin Newsom, members of the public are invited to participate via video or teleconference:

Video conference: Click on link: [Join Zoom Meeting](https://us02web.zoom.us/j/81962934481?pwd=VXJGeXBDSXpPV2orTXUwSUZ3c0cydz09)

Or copy and paste: <https://us02web.zoom.us/j/81962934481?pwd=VXJGeXBDSXpPV2orTXUwSUZ3c0cydz09>

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CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

Members of the public may address the Committee on any item that is within the jurisdiction of the Committee; however, no action may be taken on any item not appearing on the agenda unless the action is otherwise authorized by Subdivision (b) of Section 54954.2 of the Government Code. Those persons wishing to address the Committee on any matter, whether or not it appears on the agenda, are requested to submit their request to comment to the Executive Assistant no less than one hour prior to the start of the meeting at (909) 218-3230 or ccosta@chinodesalter.org. Comments will be limited to five minutes per speaker.

ADDITIONS TO THE AGENDA

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

ACTION ITEMS

Prior to action of the CDA Finance Committee, any member of the audience will have the opportunity to address the CDA Board on any item listed on the agenda, including those on any consent calendar. Please submit a comment card to the secretary with the agenda item number noted.

1. MINUTES OF THE DECEMBER 16, 2021 FINANCE COMMITTEE MEETING

2. COST OF LIVING ADJUSTMENT – CDA EMPLOYEES

It is recommended that the Committee recommend the following action to the full Board at the 2/3/2022 Board Meeting:

1. Approve a Cost-of-Living Adjustment (COLA) of 5% for CDA employees, with the exception of the General Manager/CEO, effective Pay Period 1 of 2022.
2. Consider the balance of the current Consumer Price Index increase of 8.1%, upon review of the 2023 COLA.

3. CHINO AIRPORT PLUME PROJECT: AMENDMENT 2 TO HAZEN & SAWYER'S AGREEMENT FOR DESIGN OF CHINO I DESALTER VOC TREATMENT FACILITY

It is recommended that the Committee recommend the following action to the full Board at the 2/3/2022 Board Meeting:

1. Approve an amendment to the professional services agreement with Hazen and Sawyer for engineering design services in the not-to-exceed amount of \$95,264; and
2. Authorize the General Manager/CEO to finalize and execute the amendment, with subsequent authorizations up to a not-to-exceed total of \$1,350,000.

INFORMATION ITEMS

4. MONTHLY CREDIT CARD REPORT FOR PERIOD ENDING JANUARY 6, 2022

Report by: Jose Garcia, CDA Principal Accountant

COMMITTEE MEMBER COMMENTS

STAFF COMMENTS

- i. CDA General Manager/CEO
- ii. CDA CFO/Treasurer

ADJOURN

Declaration of Posting

Any person with a disability who requires accommodations in order to participate in this meeting or for package materials in an alternative format should telephone the Executive Assistant at (909) 218-3730, at least 48 hours prior to the meeting in order to make a request for a disability-related modification or accommodation. Copies of records provided to Board Members which relate to any agenda item to be discussed in open session may be obtained from Chino Basin Desalter Authority at 3550 E. Philadelphia Street, Suite 170, Ontario, CA 91761.

I, Casey Costa, Executive Assistant to the Chino Basin Desalter Authority, hereby certify that a copy of this agenda has been posted at the Chino Basin Desalter Authority's main office, 3550 E. Philadelphia Street, Suite 170, Ontario, CA by January 24, 2022, at 2:00 p.m.



Casey Costa, Executive Assistant



Finance Committee Meeting

Agenda Item

No. 1

**MINUTES OF THE FINANCE COMMITTEE OF THE
BOARD OF DIRECTORS
CHINO BASIN DESALTER AUTHORITY**

**December 16, 2021
2:00 p.m.**

The Meeting of the Finance Committee of the Chino Basin Desalter Authority (CDA) was held via audio/teleconference. The meeting was called to order at 2:00 p.m.

COMMITTEE MEMBERS PRESENT

Ken McLaughlin, Jurupa Community Services District
Peter Rogers, City of Chino Hills

COMMITTEE MEMBERS ABSENT

Eunice Ulloa, City of Chino

OTHERS PRESENT

Thomas O'Neill, CDA General Manager/CEO
Casey Costa, CDA Executive Assistant
Jose Garcia, CDA Principal Accountant
Michael Chung, CDA CFO/Treasurer
Steve Popelar, Jurupa Community Services District
Rod LeMond, Western Municipal Water District

PUBLIC COMMENT

There was no public comment.

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

ACTION ITEMS

1. MINUTES OF THE NOVEMBER 18, 2021 FINANCE COMMITTEE MEETING

Motion: It was moved by Director McLaughlin/Jurupa Community Services District and seconded by Director Rogers/City of Chino Hills, to approve Action Item 1.

Motion carried:

Ayes: Peter Rogers, City of Chino Hills
Ken McLaughlin, Jurupa Community Services District

Noes: None

Absent: Eunice Ulloa, City of Chino

Abstained: None

2. AMENDMENT NO. 1 TO AGREEMENT WITH TE ROBERTS, INC. FOR ENVIRONMENTAL CLEANUP SERVICES AND SOLIDS HANDLING SUPPORT

It is recommended that the Committee recommend the following action to the full Board at the 1/13/2022 Board Meeting:

1. Approve Amendment No. 1 to the Maintenance Services Agreement with TE Roberts, Inc. for Environmental Cleanup Services and Solids Handling Support in the not-to-exceed amount of \$50,000.
2. Authorize the General Manager/CEO to finalize and execute the amendment and approve authorized expenditures up to a new not-to-exceed total of \$100,000.

General Manager O’Neill reviewed the recommendation to approve Amendment No. 1 to the Maintenance Services Agreement with TE Roberts, Inc. for Environmental Cleanup Services and Solids Handling Support in the not-to-exceed amount of \$50,000.

CDA entered into a Maintenance Service Agreement with TE Roberts, Inc. to vacuum and dispose of pellets generated by the Concentrate Reduction Pellet Reactor during maintenance periods. TE Roberts’ trucks eliminate the need to dewater onsite and transport the load directly to the landfill, resulting in the most efficient and cost-effective process.

The hourly rate charged by TE Roberts is \$276.94/hour for a high capacity vactor with (1) Operator, without additional charges for travel time, plus actual landfill costs plus 10%. In fiscal year 2021/22, landfill costs alone have consumed 40% of the contract amount. In anticipation of the winter shutdown of the Concentrate Reduction Facility for preventative maintenance and to allow for potential or unexpected expenditures, staff recommends that the agreement be amended for an additional not-to-exceed amount of \$50,000 for a new not-to-exceed total of \$100,000. There were no questions or comments.

Motion: It was moved by Director McLaughlin/Jurupa Community Services District and seconded by Director Rogers/City of Chino Hills, to approve Action Item 2.

Motion carried:

Ayes: Peter Rogers, City of Chino Hills
Ken McLaughlin, Jurupa Community Services District

Noes: None

Absent: Eunice Ulloa, City of Chino

Abstained: None

3. CONTRACTOR SELECTION FOR ON-CALL GENERAL CONTRACTOR SERVICES FOR EMERGENCY CONSTRUCTION AND BUDGETED CAPITAL IMPROVEMENTS PROJECTS

It is recommended that the Committee recommend the following action to the full Board at the 1/13/2022 Board Meeting:

1. Approve selection of five Contractors, SRK Engineering, Ferreira Coastal Construction Company, TE Roberts, Metro Builders and Engineers Group, and Schuler Constructors, for On-Call General Contractor Services for Capital Improvement Projects; and
2. Authorize the General Manager/CEO to utilize the On-Call list to solicit bids for Emergency Repairs and for Budgeted CIP Construction Contracts for Fiscal Years 2021/22 through 2023/24 (three fiscal years).

General Manager O'Neill reviewed the recommendation to approve selection of five Contractors, SRK Engineering, Ferreira Coastal Construction Company, TE Roberts, Metro Builders and Engineers Group, and Schuler Constructors, for on-call general contractor services for capital improvement projects and emergency repairs and authorize the General Manager/CEO to utilize the On-Call list to solicit bids for emergency repairs and budgeted CIP construction contracts for Fiscal Years 2021/22 through 2023/24.

On November 3, 2021, CDA posted a Request for Qualifications from qualified construction firms for on-call general contractor services and 29 vendors registered on Planet Bids as prospective bidders. Statements of Qualifications (SOQ) were due on December 2, 2021 and ten SOQs were received.

The SOQs were reviewed for compliance with the requirements of the RFQ and rated based upon ability and readiness to do the work, relevant project experience including on-call construction services, and project team.

Rod Lemond/WMWD questioned whether the CIP projects will still go through the bidding process. General Manager O'Neill replied that the CIP projects will go out for bid according to the Purchasing Policy, but Requests for Proposals will only be sent to the pre-approved contractors. There were no further questions or comments.

Motion: It was moved by Director Rogers/City of Chino Hills and seconded by Director McLaughlin/Jurupa Community Services District, to approve Action Item 3.

Motion carried:

Ayes: Peter Rogers, City of Chino Hills
Ken McLaughlin, Jurupa Community Services District

Noes: None

Absent: Eunice Ulloa, City of Chino

Abstained: None

4. APPROVAL OF ANNUAL FINANCIAL REPORT FOR THE FISCAL YEAR 2020/21

It is recommended that the Committee recommend the following action to the full Board at the 1/13/2022 Board Meeting:

1. Approve the Annual Comprehensive Financial Report (ACFR) for the Fiscal Year ended June 30, 2021, as presented, and direct staff to make distribution, as appropriate, to the various federal, state and local agencies, financial institutions, bond rating agencies and other interested parties.

Principal Accountant Garcia presented a review of the Annual Comprehensive Financial Report to the Finance Committee Members.

Motion: It was moved by Director Rogers/City of Chino Hills and seconded by Director McLaughlin/Jurupa Community Services District, to approve Action Item 4.

Motion carried:

- Ayes: Peter Rogers, City of Chino Hills
Ken McLaughlin, Jurupa Community Services District
- Noes: None
- Absent: Eunice Ulloa, City of Chino
- Abstained: None

INFORMATION ITEM

5. TREASURER'S FINANCIAL AFFAIRS REPORT

Report by: Jose Garcia, CDA Principal Accountant

6. TREASURER'S REPORT ON GENERAL DISBURSEMENTS

Report by: Jose Garcia, CDA Principal Accountant

7. BUDGET VARIANCE REPORT

Report by: Jose Garcia, CDA Principal Accountant

8. INVESTMENT REPORT

Report by: Jose Garcia, CDA Principal Accountant

9. MONTHLY CREDIT CARD REPORT FOR PERIOD ENDING DECEMBER 6, 2021

Report by: Jose Garcia, CDA Principal Accountant

Principal Accountant Garcia reviewed Information Items 5-9.

COMMITTEE MEMBER COMMENTS

There were no comments.

STAFF COMMENTS

- i. CDA General Manager/CEO reported the construction of the Chino I VOC Project is underway. Additionally, he addressed the likelihood of the need to drill an additional well within the next few years. Further discussion will take place in future meetings regarding reserve funds for Capital Improvement Projects.
- ii. CDA CFO/Treasurer had no comments.

ADJOURN

There being no further business, the meeting was adjourned at 2:27 p.m.



Finance Committee Meeting

Agenda Item

No. 2



SUBJECT: COST OF LIVING ADJUSTMENT – CDA EMPLOYEES

RECOMMENDATION:

Staff recommends that the Board:

1. Approve a Cost-of-Living Adjustment (COLA) of 5% for CDA employees, with the exception of the General Manager/CEO, effective Pay Period 1 of 2022.
2. Consider the balance of the current Consumer Price Index increase of 8.1%, upon review of the 2023 COLA.

BACKGROUND:

The purpose of a Cost-of-Living Adjustment (COLA) is to keep employee salaries competitive to attract and retain qualified employees. As of 2017, the Board approved COLA’s commensurate with the percentage change to the Consumer Price Index (CPI), Riverside-San Bernardino-Ontario area issued by the Bureau of Labor Statistics (BLS) for the proceeding twelve (12) months ending in November.

The CPI increase issued by the BLS from November 2020 to November 2021 area was 8.1%. Staff’s recommendation is to approve a COLA of 5% for full-time and part-time CDA employees, with the exception of the General Manager/CEO, effective Pay Period 1. To keep pace with the current rising inflation, the remaining 3.1% shortfall will be considered when reviewing the COLA next year, based on the CPI changes from November 2021 to November 2022.

This item was reviewed/approved by the Technical Advisory Committee (TAC) on 1/11/2022 and the Finance Committee on 1/27/2022.

IMPACT ON BUDGET:

The total increase of labor cost for 2022 is approximately \$16,414. The adopted FY 2021/22 budget includes \$8,207 for the last six months of FY 2021/22.

Attachment: Bureau of Labor Statistics Report

Prepared by: Michael Chung, CFO/Treasurer

Board of Directors: Approved Continued Denied

CDA GM/CEO Acknowledgement: _____ **Date:** _____

Riverside-San Bernardino-Ontario, CA Economy at a Glance:

Data Series	Back Data	June 2021	July 2021	Aug 2021	Sept 2021	Oct 2021	Nov 2021
Labor Force Data							
Civilian Labor Force ⁽¹⁾		2,094.6	2,108.9	2,090.7	2,097.4	2,113.7	📄 2,124.3
Employment ⁽¹⁾		1,926.9	1,942.1	1,931.1	1,958.8	1,980.5	📄 2,008.8
Unemployment ⁽¹⁾		167.7	166.8	159.6	138.6	133.2	📄 115.5
Unemployment Rate ⁽²⁾		8.0	7.9	7.6	6.6	6.3	📄 5.4
Nonfarm Wage and Salary Employment							
Total Nonfarm ⁽³⁾		1,531.2	1,519.3	1,524.4	1,534.9	1,561.7	📄 1,577.4
12-month % change		5.5	5.6	4.5	4.2	3.9	📄 4.1
Mining and Logging ⁽³⁾		1.3	1.3	1.3	1.3	1.3	📄 1.3
12-month % change		0.0	0.0	0.0	0.0	0.0	📄 0.0
Construction ⁽³⁾		110.5	109.0	108.0	109.6	111.5	📄 109.0
12-month % change		5.8	4.9	2.4	4.5	3.9	📄 1.0
Manufacturing ⁽³⁾		91.8	91.2	91.1	91.8	93.1	📄 93.6
12-month % change		-3.4	-2.3	-1.7	-0.8	1.9	📄 1.3
Trade, Transportation, and Utilities ⁽³⁾		426.5	430.8	430.9	436.8	443.0	📄 455.6
12-month % change		9.0	9.1	5.9	5.7	4.9	📄 4.4
Information ⁽³⁾		9.0	9.2	9.1	9.2	9.3	📄 9.3
12-month % change		3.4	5.7	5.8	7.0	6.9	📄 6.9
Financial Activities ⁽³⁾		42.4	42.2	42.5	42.3	43.1	📄 43.3
12-month % change		-1.4	-2.8	-2.1	-2.1	0.9	📄 2.4
Professional and Business Services ⁽³⁾		160.6	158.8	159.3	159.0	161.3	📄 161.1
12-month % change		7.8	5.7	4.9	3.8	3.3	📄 2.6
Education and Health Services ⁽³⁾		260.0	259.6	259.6	259.4	262.6	📄 263.1
12-month % change		7.3	6.7	5.8	5.0	4.2	📄 4.9
Leisure and Hospitality ⁽³⁾		148.8	148.5	148.7	148.0	150.6	📄 151.7
12-month % change		8.3	14.0	15.8	12.7	10.5	📄 12.6
Other Services ⁽³⁾		40.8	41.0	42.1	43.8	43.8	📄 44.5
12-month % change		6.8	3.0	16.0	15.9	12.9	📄 15.6
Government ⁽³⁾		241.5	227.7	231.8	233.7	242.1	📄 244.9
12-month % change		-0.7	-0.6	-2.9	-2.6	-1.4	📄 -0.2
Consumer Price Index: Riverside-San Bernardino-Ontario, CA							
CPI-U, All items ⁽⁴⁾			114.682		115.657		117.206
CPI-U, All items, 12-month % change ⁽⁴⁾			6.5		6.8		7.9
CPI-W, All items ⁽⁵⁾			115.129		116.254		117.840
CPI-W, All items, 12-month % change ⁽⁵⁾			6.5		7.0		8.1
Footnotes							
⁽¹⁾ Number of persons, in thousands, not seasonally adjusted.							
⁽²⁾ In percent, not seasonally adjusted.							
⁽³⁾ Number of jobs, in thousands, not seasonally adjusted. See About the data .							
⁽⁴⁾ All Urban Consumers, base: December 2017=100, not seasonally adjusted.							
⁽⁵⁾ Urban Wage Earners and Clerical Workers, base: December 2017=100, not seasonally adjusted.							
^(P) Preliminary							



Finance Committee Meeting

Agenda Item

No. 3



SUBJECT: CHINO AIRPORT PLUME PROJECT: AMENDMENT 2 TO HAZEN & SAWYER’S AGREEMENT FOR DESIGN OF CHINO I DESALTER VOC TREATMENT FACILITY

RECOMMENDATION:

Staff recommends that the Board:

1. Approve an amendment to the professional services agreement with Hazen and Sawyer for engineering design services in the not-to-exceed amount of \$95,264; and
2. Authorize the General Manager/CEO to finalize and execute the amendment, with subsequent authorizations up to a not-to-exceed total of \$1,350,000.

BACKGROUND:

The Board authorized an agreement with Hazen and Sawyer in January 2020 in the amount of \$993,372 for design of the Chino I Desalter VOC Treatment Facility. In July 2020, the Board approved Amendment No. 1 in the amount of \$138,368 with an associated authorization limit of \$1,244,914 for the General Manager/CEO. Amendment No. 1 covered design updates related to changes in the County extraction wells flow rates, and additional coordination effort related to the 97-005 permitting process including extended source and data gap analysis for water quality characterization and enhanced modeling in cooperation with Chino Basin Watermaster to meet DDW requirements.

The project design has been completed and advertised for bid, and the project is currently in construction by Pacific Hydrotech. The 97-005 process has also proceeded during this time and Hazen’s subconsultant, Avocet, is ready to proceed with the final steps of the process based on coordination thus far with DDW.

Amendment No. 2 is requested to cover the following items necessary for the completion of construction and permitting:

- Additional budget for the completion of the last step of the Policy Memo 97-005 report, including response to the team comments, submittal to DDW for review and comments, addressing and incorporating DDW’s comments, virtual meeting with DDW, and finalizing the report.
- Budget for additional submittals. The original budget assumed 50 submittals. Hazen was able to review 80 submittals under this assumed budget; however, the current number of submittals received is 141 (including resubmittals) and estimated to reach 150 total. Hazen is requesting budget to cover 70 additional submittals.
- Budget for additional RFIs. The original budget assumed 30 submittals. It is estimated that a total of 60 RFIs will be required. Hazen is requesting budget to cover 30 additional RFIs.

The total amount of Amendment No. 2 is \$95,264, for a total contract amount of \$1,227,004 and recommended authorization limit of \$1,350,000 for the General Manager/CEO. The additional amount of \$95,264 is shared between CDA and the County of San Bernardino. The County has approved their portion of \$50,132; the CDA's portion is \$45,132.

This agenda item was reviewed/approved by the Technical Advisory Committee on January 25, 2022, and the Finance Committee on January 27, 2022.

IMPACT ON BUDGET:

The project cost will be shared by the County and CDA in accordance with the agreement.

ATTACHMENTS: Hazen and Sawyer Proposal

Prepared by: Thomas O'Neill, CDA General Manager/CEO

Page 2 of 2

Board of Directors: Approved Continued Denied

CDA GM/CEO Acknowledgement: _____ **Date:** _____



Hazen and Sawyer
7700 Irvine Center Drive, Suite 200
Irvine, CA 92618

January 14, 2022

Mr. Tom O'Neill, General Manager/CEO
Chino Basin Desalter Authority (CDA)
2151 S. Haven Avenue, Suite 202
Ontario, CA 91761

Subject: Chino I Desalter VOC Treatment Project – Amendment No. 2

Dear Tom:

Hazen and Sawyer (Hazen) is pleased to submit Amendment No. 2 for review of additional submittals and response to additional RFIs for the CDA's Chino I Desalter VOC Treatment Facilities Project.

Should you have any questions or comments with regards to the Additional Scope of Services or attached fee estimate, please feel free to contact me at (714) 814-4909 or cmiller@hazenandsawyer.com.

Sincerely,

Cindy Miller, PE
Vice President

Attachments:

- Exhibit A – Scope of Services
- Exhibit B - Compensation

EXHIBIT A
AMENDMENT NO. 2 – ADDITIONAL SCOPE OF SERVICES
FOR
CHINO I DESALTER VOCT TREATMENT FACILITIES PROJECT

This additional scope of services includes the following tasks for the engineering services during construction of the project. Services to be provided in this work are described below:

Additional Scope for Task 10 – Permitting

Sub-Task 10.2 – Policy Memo 97-005 Assistance

Hazen's subconsultant, AVOCET, has requested additional budget for the completion of the last step of the Policy Memo 97-005 report, including response to the team comments, submittal to DDW for review and comments, addressing and incorporating DDW's comments, virtual meeting with DDW, and finalizing the report.

Additional Scope for Task 12 – Services During Construction

Sub-Task 12.1 – Review Shop Drawing Submittals

Hazen had budgeted for review of 50 submittals. Based on Hazen/Contractor projection, the project will have total of estimated 150 submittals for review and approval. As of December 7, 2021, Hazen has received total of 105 submittals and 36 resubmittals for review (excluding submittals for the off-site work by TetraTech). Hazen has been efficient reviewing these submittals and has completed review of 80 submittals within the existing budget. Hazen will review an additional 70 for the support of the project in accordance with the estimated fee in the attached fee schedule. Therefore, Hazen will require additional budget for review of these additional submittals for the support of the project.

Sub-Task 12.2 – Response to RFIs

Hazen had budgeted for response to total of 30 RFIs. As of December 7, 2021, Hazen has received total of 30 RFIs (excluding the RFIs for the off-site work by TetraTech). Hazen will anticipate receiving total of 60 RFIs. Hazen will provide the response to total of 30 additional RFIs beyond the scope of 30 RFIs for the support of the project in accordance with the estimated fee in the attached fee schedule. Hazen has completed review and provided the response to the received 30 RFIs in an efficient manner and within the current budget. Hazen will continue to efficiently review the estimated additional 30 RFIs for the support of the project.




Mr. Tom O'Neill
Amendment No. 2
Exhibit B - Compensation
January 14, 2022

EXHIBIT B
COMPENSATION

The total fee for the services described in the above scope of work (Exhibit A) is **\$95,264.00** in accordance with the assigned hours and associated rates as shown on the attached Fee Estimate.

Fee Schedule
 Chino Basin Desalter Authority
 Chino I Desalter VOC Treatment Facilities Project
 Amendment No. 2

	Hazen and Sawyer											Subconsultants		GRAND TOTAL	CDA PORTION	COUNTY PORTION		
	Project Director	Project Engineer	Process/Mech. Engineer	Electrical Manager	Electrical Engineer	I&C Manager	I&C Engineer	Structural Engineer	Site Civil Engineer			Policy Memo 97-005						
	CM	AR	MH	CT	DL	CT	AM	WD	TY			Avocet Environmental						
	\$298	\$210	\$160	\$245	\$198	\$245	\$198	\$175	\$235									
Task 10 - Permitting																		
10.2 Policy Memo 97-005 Assistance										0	\$0	\$0	\$0	\$5,000	\$5,000	\$0	\$5,000	
TASK 10 TOTALS	0	0	0	0		0	0	0	0		-	\$0	\$0	\$0	\$5,000	\$5,000	\$0	\$5,000
Task 12 - Services During Construction																		
12.1 Review Additional Shop Drawings (70)	4	92	40	16	40	24	40	32	32	320	\$65,672	\$0	\$65,672	\$-	\$65,672	\$32,836	\$32,836	
12.2 Respond to Additional RFIs (30)	2	22	16	8	16	8	16	16	16	120	\$24,592	\$0	\$24,592	\$-	\$24,592	\$12,296	\$12,296	
TASK 10 and 12 TOTALS	6	114	56	24	56	32	56	48	48	440	\$90,264	\$0	\$90,264	\$0	\$95,264	\$45,132	\$50,132	



Finance Committee Meeting

Agenda Item

No. 4



SUBJECT: MONTHLY CREDIT CARD ACTIVITY REPORT

This credit card activity report covers the period ending January 6, 2022. Purchases during this period totaled \$74.97.

IMPACT ON BUDGET:

The credit card expenditures were made against the adopted budget for FY 2021/22.

Prepared by: Jose Garcia, CDA Principal Accountant

Page 1 of 1

Board of Directors: Approved Continued Denied

CDA GM/CEO Acknowledgement: _____ **Date:** _____



MONTHLY LOG OF CREDIT CARD TRANSACTIONS

Card No. xxxx xxxx xxxx 6812

Cardholder's Name: Chino Basin Desalter

Period Ending: January 6, 2022

Date	User Name	Site	Vendor	Description	Amount
12/20/2021	Tom O'Neill	Admin	Microsoft	Microsoft Project Monthly Subscription GM	\$ 30.00
12/22/2021	Casey Costa	Admin	Acrobat	Adobe Acrobat Pro - Jose Garcia	\$ 14.99
12/27/2021	Casey Costa	Admin	Zoom.us	Video Conference Software	\$ 29.98
TOTAL RECEIPTS					\$ 74.97



U.S BANCORP SERVICE CENTER
 P. O. Box 6343
 Fargo, ND 58125-6343



000019807 01 SP 106481442444329 S

CHINO BASIN DESALTER
 CHINO BASIN DESALTER
 2151 S. HAVEN AVENUE
 SUITE 202
 ONTARIO CA 91761-0742

CHINO BASIN DESALTER

ACCOUNT NUMBER xxxx-xxxx-xxxx-6812
STATEMENT DATE 01-06-22
TOTAL ACTIVITY \$ 74.97

**"MEMO STATEMENT ONLY"
 DO NOT REMIT PAYMENT**

NEW ACCOUNT ACTIVITY

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
12-20	12-19	MICROSOFT#G007070783 MSBILL.INFO WA PUR ID: Z41QZDBEWJ7E TAX: 0.00	24430991353091785034580	5818	30.00
12-22	12-21	ADOBE ACROPRO SUBS 408-536-6000 CA PUR ID: BL1552065182 TAX: 0.00	24943001355700836437396	5734	14.99
12-27	12-26	ZOOM.US 888-799-9666 WWW.ZOOM.US CA PUR ID: opsntqkdoq TAX: 0.00	24011341360000025882563	4814	29.98

Default Accounting Code:

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER xxxx-xxxx-xxxx-6812		ACCOUNT SUMMARY	
	STATEMENT DATE 01-06-22	DISPUTED AMOUNT \$.00	PREVIOUS BALANCE \$.00 PURCHASES & OTHER CHARGES \$74.97	
SEND BILLING INQUIRIES TO: C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 6335 FARGO, ND 58125-6335	AMOUNT DUE \$ 0.00 DO NOT REMIT		CASH ADVANCES \$.00 CASH ADVANCE FEE \$.00 CREDITS \$.00	
			TOTAL ACTIVITY \$74.97	