



SPECIAL NOTICE REGARDING CORONAVIRUS DISEASE 2019 (COVID-19) AND PARTICIPATION IN PUBLIC MEETINGS

On March 4, 2020, Governor Newsom declared a State of Emergency resulting from the threat of COVID-19. On September 16, 2021, Governor Newsom signed Assembly Bill No. 361 into law. Assembly Bill No. 361 amends Government Code section 54953(e) by adding provisions for remote teleconferencing participation in meetings by members of a legislative body, without the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions. The San Bernardino Valley Municipal Water District adopted a resolution determining, by majority vote, that, as a result of the declared State of Emergency, a meeting in person would present imminent risks to the health or safety of attendees. Accordingly, it has been determined that all Board and Workshop meetings of the San Bernardino Valley Municipal Water District will be held pursuant to the Brown Act and will be conducted via teleconference. There will be no public access to the meeting venue.

BOARD OF DIRECTORS WORKSHOP THURSDAY, FEBRUARY 9, 2023 – 2:00 P.M.

PUBLIC PARTICIPATION

Public participation is welcome and encouraged. You may participate in the February 9, 2023, meeting of the San Bernardino Valley Municipal Water District on-line, or by telephone as follows:

Dial-in Info: (877) 853 5247 US Toll-free

Meeting ID: 893 8624 1472

PASSCODE: 3802020

<https://sbvmwd.zoom.us/j/88538051021>

If you are unable to participate online or by telephone, you may also submit your comments and questions in writing for the District's consideration by sending them to comments@sbvmwd.com with the subject line "Public Comment Item #" (insert the agenda item number relevant to your comment) or "Public Comment Non-Agenda Item". Submit your written comments by 6:00 p.m. on Wednesday, February 8, 2023. All public comments will be provided to the Chair and may be read into the record or compiled as part of the record.

IMPORTANT PRIVACY NOTE: Participation in the meeting via the Zoom app is strongly encouraged. Online participants MUST log in with a Zoom account. The Zoom app is a free download. Please keep in mind: (1) This is a public meeting; as such, the virtual meeting information is published on the World Wide Web and available to everyone. (2) Should you participate remotely via telephone, your telephone number will be your "identifier" during the meeting and available to all meeting participants; there is no way to protect your privacy if you elect to call in to the meeting.



SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT
380 E. Vanderbilt Way, San Bernardino, CA 92408

BOARD OF DIRECTORS WORKSHOP

AGENDA

2:00 PM Thursday, February 9, 2023

CALL TO ORDER

1) INTRODUCTIONS

2) PUBLIC COMMENT

Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items except as authorized by law. Each speaker is limited to a maximum of three (3) minutes.

3) DISCUSSION ITEMS

3.1 Review and Discuss Mid-Year General Fund Budget to Actual Comparisons for Fiscal Year 2022-2023 (30 min) - Page 3

[Staff Memo - Review and Discuss Mid-Year General Fund Budget to Actual Comparisons for Fiscal Year 2022-2023](#)

[Mid Year General Fund Budget FY 23](#)

3.2 Cost of Living Adjustment Update for Remainder of Fiscal Year 2022/2023(20 min) - Page 10

[Staff Memo - Cost of Living Adjustment Update For Remainder of Fiscal Year 2022-2023](#)
[CPI Index Riverside, San Bernardino, Ontario - November 2022](#)

3.3 Approve Revised Job Position and Salary Range Table Due to Updated Organizational Restructure(20 min) - Page 17

[Staff Report - Approve Revised Job Position and Salary Range Table Due to Updated Organizational Restructure](#)

[Proposed Organizational Chart February 2023](#)

[Job Position and Salary Range Table Proposed Changes February 2023](#)

4) ADJOURNMENT

PLEASE NOTE:

Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the District's office located at 380 E. Vanderbilt Way, San Bernardino, during normal business hours. Also, such documents are available on the District's website at www.sbvmd.com subject to staff's ability to post the documents before the meeting. The District recognizes its obligation to provide equal access to those individuals with disabilities. Please contact Melissa Zoba at (909) 387-9228 two working days prior to the meeting with any special requests for reasonable accommodation.



DATE: February 9, 2023

TO: Board of Directors

FROM: Heather Dyer, CEO / General Manager
Cindy Saks, CFO / Deputy General Manager

SUBJECT: Review and Discuss Mid-Year General Fund Budget to Actual Comparisons for Fiscal Year 2022-2023

Staff Recommendation

Review and discuss the Mid-Year General Fund Budget to Actual Comparisons for Fiscal Year 2022-2023.

Background

Recently, the Valley Board requested staff to prepare a mid-year general fund budget to actual comparison for the board to review. Attached, staff has compiled the current year general fund budget compared to actual financials through December 31, 2022. The report calculates the amount of budget used through December 31, 2022.

At today's workshop, staff is prepared to discuss and answer questions from the board regarding the report. Staff will also present summaries of a few areas of key interest including updates on the Demand Management Program/Water Conservation and Sponsorships, to date.

Fiscal Impact

There is no fiscal impact to review the Mid-Budget Budget to Actual Comparisons.

Attachments

- 1) Mid-Year General Fund Budget to Actual Comparisons for the fiscal year 2022-2023.

SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT
MID-YEAR GENERAL FUND BUDGET REVIEW
ACTUAL FINANCIALS THROUGH 12/31/22 - FISCAL YEAR BUDGET 2022 / 2023
REVENUES AND EXPENDITURES

		2022-2023 BUDGET	12/31/2022 ACTUAL YTD	PERCENTAGE OF BUDGET USED	NOTES
REVENUE					
	WATER SALES	4,851,550	3,737,267	77.0%	<i>In lieu Water; SWP Water and BLF Sales</i>
	GENERAL PROPERTY TAXES	11,876,000	7,016,550	59.1%	
	INVESTMENT INCOME	370,000	206,315	55.8%	
	PASS-THRU PAYMENTS FROM SUCCESSOR AGENCIES	7,200,000	4,565,437	63.4%	
	REIMBURSEMENT FROM OTHER AGENCIES	8,061,100	1,123,130	13.9%	
	REIMBURSEMENT FOR CONSTRUCTION PROJECTS	1,280,000	133,961	10.5%	<i>Receipts from EVWD, WVWD Hydro due in Feb</i>
	GRANT FUNDS	1,000,000	-	0.0%	
	OTHER INCOME	57,600	28,800	50.0%	
	ADMINISTRATION FEE - DEBT SERVICE	3,130,000	3,295,000	105.3%	<i>Budget based in Prelim AV; Paid on Actual AV</i>
	GAIN (LOSS) ON SALE OF ASSETS	400,000	412,651	103.2%	<i>Property around Hanes Park & Surplus Vehicle</i>
	TOTAL REVENUE	38,226,250	20,519,111	53.7%	
EXPENDITURES					
PAYROLL / DIRECTORS FEES					
6100	SALARIES - (INCLUDES 6.0 % COLA AT 7/1/22)	4,910,000	2,305,996	47.0%	
6110	OVERTIME	55,550	41,645	75.0%	<i>Increase due to 2nd on-call personnel</i>
6120	DIRECTOR'S FEES	179,400	86,710	48.3%	
6130	PERS RETIREMENT	1,423,000	723,570	50.8%	
6137	DEFERRED COMPENSATION EXPENSE	19,500	19,500	100.0%	<i>Per CEO/GM contract</i>
6140	PAYROLL TAXES	345,500	150,773	43.6%	
		6,932,950	3,328,194	48.0%	
MEDICAL BENEFITS					
6150	HEALTH INSURANCE - (5% INCREASE IN PREMIUMS IN JAN 2023)	926,000	344,396	37.2%	
6160	DENTAL (2% INCREASE IN PREMIUMS IN JAN 2023)	69,000	25,761	37.3%	
6170	VISION, DISABILITY AND LIFE INSURANCE	49,530	20,973	42.3%	
	ANNUAL OTHER POSTEMPLOYMENT BENEFIT COST (OPEB)	350,000	-	0.0%	<i>Yet to be paid into OPEB Trust</i>
6180	WORKERS COMPENSATION	49,000	22,663	46.3%	
6200	HEALTH REIMBURSEMENT PLAN	102,500	37,361	36.4%	<i>Based on actual reimbursements</i>
		1,546,030	451,154	29.2%	

SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT
MID-YEAR GENERAL FUND BUDGET REVIEW
ACTUAL FINANCIALS THROUGH 12/31/22 - FISCAL YEAR BUDGET 2022 / 2023
REVENUES AND EXPENDITURES

			12/31/2022	PERCENTAGE	
		2022-2023	ACTUAL	OF BUDGET	
		BUDGET	YTD	USED	NOTES
LONG TERM DEBT REPAYMENT (CURRENT PORTION)					
6230	COP CAPITAL PAYMENTS - (BASELINE FEEDER)	225,000	-	0.0%	<i>Principal paid at fiscal year end</i>
6710	INTEREST	274,300	137,122	50.0%	
		499,300	137,122	27.5%	
FIXED ASSET IMPROVEMENTS					
6240	PIPELINE CONTROL SYSTEM	212,000	21,842	10.3%	
6250	OFFICE EQUIPMENT	222,500	53,084	23.9%	
6260	VEHICLE REPLACEMENT	95,000	-	0.0%	
6280	FIELD IMPROVEMENTS	2,557,000	86,827	3.4%	
6760	LAND PURCHASE	-	-	0.0%	
		3,086,500	161,753	5.2%	
SPECIAL SERVICES					
6320	HOUSE COUNSEL	500,000	122,375	24.5%	
6330	SPECIAL COUNSEL	500,000	285,159	57.0%	
6340	WATERMASTER	28,000	8,441	30.1%	
6370	TEMPORARY OFFICE SERVICES	10,000	-	0.0%	
6380	DISTRICT AUDIT	34,360	19,750	57.5%	
6620	SAR-MC CO-OP WATER PROJECT MANAGEMENT		30,000		<i>Final year of pmt; inadvertently not budgeted</i>
6640	WATER CONSERVATION AND EDUCATION	1,105,000	52,053	4.7%	<i>Demand Mgmt./Water Conservation program expects to fund the full 5,000 AF incentive approved by the Board based on current demand trends of the retail agencies. Retail agencies submit rebate reimbursement requests in ~May of each year. Expenses paid to date include 2022 water rebates; IERCD classroom education.</i>
6642	SPONSORSHIPS	43,000	24,000	55.8%	<i>Sponsorships remaining to pay include BIA & ACWA Conf, and Solar Challenge</i>
6645	EXTERNAL AFFAIRS / STRATEGIC COMMUNICATIONS	200,500	22,946	11.4%	
6360	CONSULTANTS	6,207,500	1,453,276	23.4%	
6820	SECURITY	20,000	21,230	106.2%	<i>In person security in July/Aug</i>
6780	ENVIRONMENTAL/HCP IMPLEMENTATION	1,931,000	287,157	14.9%	
		10,579,360	2,326,387	22.0%	

SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT
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REVENUES AND EXPENDITURES

			12/31/2022	PERCENTAGE	
		2022-2023	ACTUAL	OF BUDGET	
		BUDGET	YTD	USED	NOTES
GENERAL OFFICE EXPENSES					
6430	LIABILITY INSURANCE	185,000	178,902	96.7%	<i>Ins payments due in July each year</i>
6480	OFFICE EXPENSE	70,500	38,669	54.8%	
6530	BANK CHARGES / TRUSTEE FEES	17,500	5,770	33.0%	
6570	POSTAGE	4,000	1,646	41.2%	
6600	TAXES / LICENSES / PERMITS	424,000	75,861	17.9%	
6650	PUBLIC NOTICES	10,000	1,695	17.0%	
6500	EDUCATION & TRAINING	100,000	33,670	33.7%	
6520	ELECTION EXPENSE	100,000	-	0.0%	<i>Invoice not yet received</i>
6560	LIBRARY	18,825	325	1.7%	
6580	DUES & SUBSCRIPTIONS	310,400	189,008	60.9%	
		1,240,225	525,546	42.4%	
TRAVEL, MEALS AND LODGING					
6400	VEHICLE EXPENSE	118,000	60,149	51.0%	
6410	TRAVEL	60,000	12,029	20.0%	
6420	MEALS AND LODGING	50,500	25,732	51.0%	
		228,500	97,910	42.8%	
SPECIAL PROGRAMS					
6350	UNITED STATES GEOLOGICAL SURVEY	1,817,000	880,327	48.4%	
6390	SAWPA	2,624,400	1,085,866	41.4%	
6450	WATER STOCK ASSESSMENTS	7,000	179	2.6%	<i>Annual Water Assessment due in March</i>
6690	EMERGENCY PREPAREDNESS	7,500	-	0.0%	
6800	SB LAFCO FUNDING SHARE	30,000	30,000	100.0%	<i>Due in July each year</i>
		4,485,900	1,996,372	44.5%	

SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT
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ACTUAL FINANCIALS THROUGH 12/31/22 - FISCAL YEAR BUDGET 2022 / 2023
REVENUES AND EXPENDITURES

			12/31/2022	PERCENTAGE	
		2022-2023	ACTUAL	OF BUDGET	
		BUDGET	YTD	USED	NOTES
OPERATIONS AND MAINTENANCE EXPENSE					
6295	PURCHASED WATER	2,697,500	796,374	29.5%	<i>In lieu exchange program not yet recorded</i>
6460	UTILITIES, COMMUNICATIONS	1,578,200	693,138	43.9%	
6470	MAINTENANCE AND REPAIRS	1,414,000	208,750	14.8%	
6490	FIELD SUPPLIES	60,000	48,760	81.3%	<i>ACWA JPIA safety supplies</i>
6540	YUCAIPA LAKES	77,500	1,800	2.3%	
6610	SPREADING GROUNDS MAINTENANCE	534,400	464,629	86.9%	<i>Lease payment to SBVWCD</i>
6720	WATER QUALITY TESTING	5,000	-	0.0%	
		6,366,600	2,213,451	34.8%	
	TOTAL EXPENDITURES	34,965,365	11,237,889	32.1%	
NET GENERAL FUND INCOME (LOSS) - (TO RESERVE FOR NEW INFRASTRUCTUR					
		3,260,890	9,281,220		

SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT
MID-YEAR GENERAL FUND BUDGET REVIEW
ACTUAL FINANCIALS THROUGH 12/31/22 - FISCAL YEAR BUDGET 2022 / 2023
REVENUES AND EXPENDITURES

			12/31/2022	PERCENTAGE	
		2022-2023	ACTUAL	OF BUDGET	
		BUDGET	YTD	USED	NOTES
6280	FIELD IMPROVEMENTS AND LAND PURCHASES - PAY-GO PROJECTS				
	PAY-GO PROJECTS				
	REGIONAL RECYCLED PROJECT	31,100,000	9,740,794	31.3%	
	HIDDEN VALLEY WETLANDS CONSTRUCTION	3,000,000	-	0.0%	
	LYTLE CREEK / CAJON CREEK MITIGATION LANDS	4,200,000	-	0.0%	
	HCP TRIBUTARIES RESTORATION	2,000,000	-	0.0%	
	LAND PURCHASES - CIP PURCHASES OR EASEMENTS	3,000,000	99,305	3.3%	
		43,300,000	9,840,099	22.7%	
6280	FIELD IMPROVEMENTS AND CONSULTANTS- WIFIA LOAN PROCEEDS PROJECTS				
	ENHANCED SANTA ANA RIVER RECHARGE FACILITIES	15,000,000	530,322	3.5%	
	SAR SUSTAINABLE PARKS AND TRIBUTARIES WATER REUSE (PURP	1,000,000	-	0.0%	
		16,000,000	530,322	3.3%	
6360	CONSULTANTS - WIFIA LOAN PROJECTS				
	ENHANCED SANTA ANA RIVER RECHARGE FACILITIES	1,250,000	-	0.0%	
	ESTIMATED WIFIA LOAN PROCEEDS / PROJECT REIMBURSEMENTS FROM OTHER AGENCIES				
	SBVMWD WIFIA LOAN PROCEEDS	12,208,125	-	0.0%	
	WESTERN MWD - ENHANCED RECHARGE	650,000	-	0.0%	
	RIVERSIDE PUBLIC UTILITIES - ENHANCED RECHARGE	3,891,875	-	0.0%	
	RIVERSIDE PUBLIC UTILITIES - SAR SUSTAINABLE PARKS	500,000	-	0.0%	
		17,250,000	-	0.0%	



DATE: February 9, 2023

TO: Board of Directors Workshop

FROM: Heather Dyer, CEO/General Manager
Cindy Saks, CFO / Deputy General Manager
Karen Resendez, Human Resources and Risk Manager

SUBJECT: Cost of Living Adjustment Update for Remainder of Fiscal Year 2022-2023

Staff Recommendation

The Board requested that staff provide an update on the Consumer Price Index (CPI) at the beginning of the calendar year 2023, and staff is asking the Board to:

1. Provide Direction to staff for any potential Cost of Living Adjustment (COLA) for all positions listed on the Job Position and Salary Range Table to be effective March 1, 2023.

Background and Discussion

Historically, the San Bernardino Valley Board has reviewed the CPI from March to March each year as a basis for any potential COLA that would be applied to the District Salary Schedule for the upcoming fiscal year. The CPI and COLA is annually presented at the Wages, Benefit and Insurance committee workshop with any recommendations being included in budget for the upcoming year. However, this fiscal year, the Board requested an earlier update due to the historic inflationary pressures experienced in 2021 and 2022.

For the 12-month period March 2021 to March 2022, the Riverside-San Bernardino-Ontario area CPI showed a 9.9% overall increase. During the [April 28, 2022](#), Wages and Benefits workshop, staff presented three (3) options to the Board of Directors for consideration and discussion regarding a COLA strategy, which was intended to offset impacts of inflation for employees, help San Bernardino Valley remain competitive overall, and keep pace with changing economic conditions.

The first option was to provide a 9.9% COLA consistent with historical practice of matching CPI, the second option was a measured approach that would spread the potential COLA over the

fiscal year in a two-step process – 6% effective July 1, 2022, and potentially an additional 3.9% after evaluation of the end of the year CPI, and the third option was to provide a 6% COLA.

The Board approved proceeding with a two-step approach: 1) provide a 6% COLA effective July 1, 2022 to all staff occupying positions on the Job Position and Salary Range Table (6% COLA was approved by the Board on as part of the Fiscal Year 2022/2023 budget on [June 21, 2022](#)); and 2) directed staff to assess inflationary conditions at the end of the calendar year, and return to the Board with an update following release of year-end CPI information to determine if an additional COLA was warranted, with consideration to inflation continuing in an upward direction, becoming flat, or moving to a downward trajectory.

As of January 31, 2023, the last information for the Riverside-San Bernardino-Ontario area to be released by the Bureau of Labor Statistics was the year-to-year change as of November 30, 2022; no data was released for this area ending December 31, 2022. The January 2023 CPI for the Riverside area is scheduled to be released on February 14, 2023. The year-to-year CPI change as of November 30, 2022, was 7.5%; food prices rose by 9.8%, and energy prices rose by 12.2%.

When applying the 6% COLA provided on July 1, 2022 to the CPI at March 31, 2022 it calculates to a CPI of 118.532, compared to the November 30, 2022 CPI of 126.453, the change is 6.7%. This amount represents the additional inflation seen above the 6% COLA applied in July 2022. A demonstration of this calculation methodology will be presented by our Chief Financial Officer during the meeting.

Another point of reference for the discussion is the recent COLA made by the U.S. Social Security Administration of 8.7% effective in January 2023 which benefits more than 70 million people. Social Security applied a 5.9% COLA in 2022.

Due to the very tight labor market and continuing high inflationary pressures, staff believes that an additional COLA is necessary to offset the continuing inflationary impacts for our employees, help our agency remain competitive overall, and to keep pace with current economic conditions. Following are two (2) options for consideration and discussion:

Option 1: Consider a 6.7% COLA effective March 1, 2023, for all positions listed on the Job Position and Salary Range Table. This increase would offset the past inflationary costs that staff are currently absorbing and bring the Salary Schedule to the CPI at

November 30, 2022. The increase for the remainder of fiscal year 2022-2023 in salary and benefits for this option of 6.7% effective March 1, 2023, would be \$118,300.

Option 2: Consider a 3.9% COLA effective March 1, 2023, for all positions listed on the Job Position and Salary Range Table. 3.9% is the difference between the COLA provided and the CPI of 9.9% for the year ending March 31, 2022. However, a COLA of 3.9% would not keep up with the additional inflation to date. The increase for remainder of fiscal year 2022-2023 in salary and benefits for this option of 3.9% effective March 1, 2023, would be \$68,900.

Under either option, staff will be prepared to provide further analysis on CPI as of March 2023 at the upcoming Wages and Benefits Workshop for any potential COLA effective July 1, 2023, which would keep up with inflation up to that date.

District Strategic Plan Application

San Bernardino Valley Strategy #5 includes attracting and supporting top talent. Ensuring competitive pay overall which keeps pace with changing economic conditions is key to this strategy.

Fiscal Impact:

As applied to the FY 2022-2023 currently approved salary schedule, for every 1% of COLA increase, the total of all annual cost of salaries and benefits of San Bernardino Valley would increase by approximately \$53,000 which equates to roughly \$4,425 on a monthly basis.

Attachments:

1. Bureau of Labor Statistics Consumer Price Index – Riverside-San Bernardino-Ontario, CA Urban Wage earners and clerical workers through November 2022.

Databases, Tables & Calculators by Subject

Change Output Options: From: To: [GO](#)
 include graphs include annual averages [More Formatting Options](#) 

Data extracted on: January 26, 2023 (10:21:37 PM)

CPI for Urban Wage Earners and Clerical Workers (CPI-W)

Series Id: CWURS49CSA0,CWUSS49CSA0
 Not Seasonally Adjusted
Series Title: All items in Riverside-San Bernardino-Ontario, CA, urban wage earners and clerical workers, not seasonally adjusted
Area: Riverside-San Bernardino-Ontario, CA
Item: All items
Base Period: DECEMBER 2017=100

Download:  [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2017												100.000			
2018	100.944		101.909		103.025		103.181		103.109		103.737		102.761	102.071	103.451
2019	104.062		104.769		106.159		105.815		106.473		106.824		105.794	105.090	106.498
2020	107.580		107.425		107.490		108.055		108.684		109.021		108.117	107.512	108.722
2021	110.204		111.823		113.749		115.129		116.254		117.840		114.496	112.223	116.768
2022	119.557		122.861		124.853		126.084		125.762		126.453		124.458	122.816	126.100

12-Month Percent Change

Series Id: CWURS49CSA0,CWUSS49CSA0
 Not Seasonally Adjusted
Series Title: All items in Riverside-San Bernardino-Ontario, CA, urban wage earners and clerical workers, not seasonally adjusted
Area: Riverside-San Bernardino-Ontario, CA
Item: All items
Base Period: DECEMBER 2017=100

Download:  [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2019	3.1		2.8		3.0		2.6		3.3		3.0		3.0	3.0	2.9
2020	3.4		2.5		1.3		2.1		2.1		2.1		2.2	2.3	2.1
2021	2.4		4.1		5.8		6.5		7.0		8.1		5.9	4.4	7.4
2022	8.5		9.9		9.8		9.5		8.2		7.3		8.7	9.4	8.0

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Consumer Price Index, Riverside Area — November 2022

Area prices were up 0.6 percent over the past two months, up 7.5 percent from a year ago

Prices in the Riverside area, as measured by the Consumer Price Index for All Urban Consumers (CPI-U), increased 0.6 percent for the two months ending in November 2022, the U.S. Bureau of Labor Statistics reported today. (See [table A](#).) Regional Commissioner Chris Rosenlund noted that the November increase was influenced by higher prices for shelter. (Data in this report are not seasonally adjusted. Accordingly, bi-monthly changes may reflect seasonal influences.)

Over the last 12 months, the CPI-U advanced 7.5 percent. (See [chart 1](#) and [table A](#).) Food prices increased 9.8 percent. Energy prices increased 12.2 percent, largely the result of an increase in the price of gasoline. The index for all items less food and energy advanced 6.4 percent over the year. (See [table 1](#).)

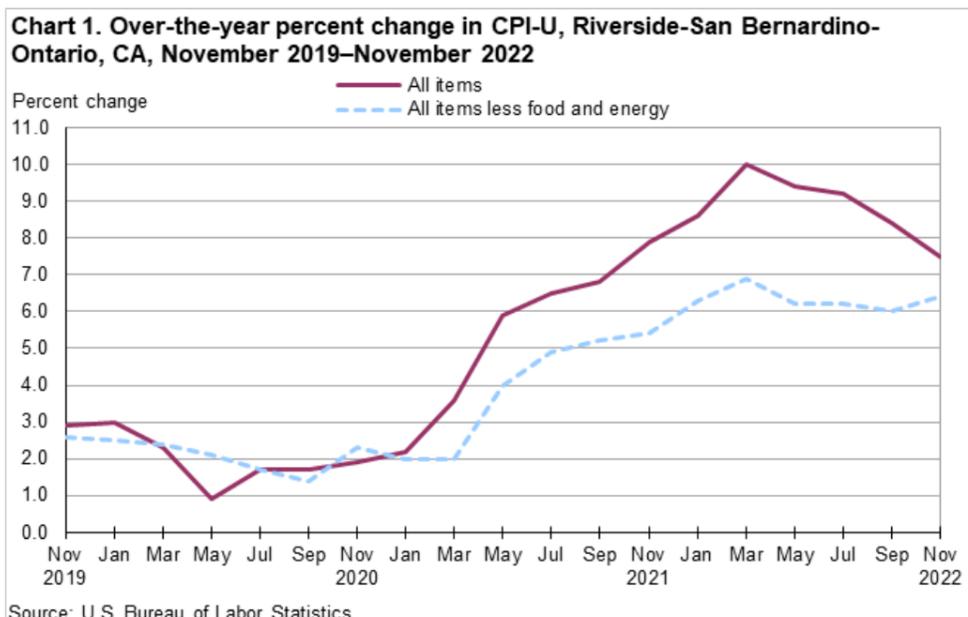
News Release Information

22-2319-SAN
Tuesday, December 13, 2022

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(415) 625-2270



[View Chart Data](#)

Food

Food prices were unchanged for the two months ending in November. (See [table 1](#).) Prices for food at home decreased 0.4 percent, with lower prices in four of the six grocery categories. Prices for food away from home advanced 0.5 percent for the same period.

Over the year, food prices increased 9.8 percent. Prices for food at home increased 9.4 percent since a year ago. Price increases across food at home expenditure categories ranged from 4.4 percent for meats, poultry, fish, and eggs to 19.7 percent for cereals and bakery products. Prices for food away from home advanced 10.5 percent.

Energy

The energy index decreased 1.7 percent for the two months ending in November. The decrease was mainly due to lower prices for natural gas service (-22.3 percent). Prices for gasoline declined 2.7 percent, but prices for electricity advanced 9.3 percent for the same period.

Energy prices increased 12.2 percent over the year, largely due to higher prices for gasoline (14.9 percent). Prices paid for electricity increased 9.3 percent, and prices for natural gas service advanced 1.2 percent during the past year.

All items less food and energy

The index for all items less food and energy advanced 1.0 percent in the latest two-month period. Higher prices for shelter (2.2 percent), education and communication (2.0 percent), and new vehicles (1.4 percent) were partially offset by lower prices for apparel (-5.4 percent), used cars and trucks (-4.8 percent), and medical care (-0.8 percent).

Over the year, the index for all items less food and energy advanced 6.4 percent. Components contributing to the increase included shelter (8.1 percent), medical care (7.5 percent), and recreation (6.0 percent). Partly offsetting the increases was a price decrease in used cars and trucks (-2.1 percent).

Table A. Riverside-San Bernardino-Ontario, CA, CPI-U 2-month and 12-month percent changes, all items index, not seasonally adjusted

Month	2019		2020		2021		2022	
	2-month	12-month	2-month	12-month	2-month	12-month	2-month	12-month
January	0.4	3.0	0.5	3.0	0.9	2.2	1.5	8.6
March	0.7	2.8	0.0	2.3	1.3	3.6	2.7	10.0
May	1.2	2.9	-0.2	0.9	2.0	5.9	1.4	9.4
July	-0.1	2.6	0.7	1.7	1.3	6.5	1.1	9.2
September	0.6	3.1	0.5	1.7	0.8	6.8	0.0	8.4
November	0.2	2.9	0.4	1.9	1.4	7.9	0.6	7.5

The January 2023 Consumer Price Index for the Riverside area is scheduled to be released on February 14, 2023.

Technical Note

The Consumer Price Index (CPI) is a measure of the average change in prices over time in a fixed market basket of goods and services. The Bureau of Labor Statistics publishes CPIs for two population groups: (1) a CPI for All Urban Consumers (CPI-U) which covers approximately 93 percent of the total U.S. population and (2) a CPI for Urban Wage Earners and Clerical Workers (CPI-W) which covers approximately 29 percent of the total U.S. population. The CPI-U includes, in addition to wage earners and clerical workers, groups such as professional, managerial, and technical workers, the self-employed, short-term workers, the unemployed, and retirees and others not in the labor force.

The CPI is based on prices of food, clothing, shelter, and fuels, transportation fares, charges for doctors' and dentists' services, drugs, and the other goods and services that people buy for day-to-day living. Each month, prices are collected in 75 urban areas across the country from about 6,000 housing units and approximately 22,000 retail establishments—department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments. All taxes directly associated with the purchase and use of items are included in the index.

The index measures price changes from a designated reference date; for most of the CPI-U the reference base is 1982-84 equals 100. An increase of 7 percent from the reference base, for example, is shown as 107.000. Alternatively, that relationship can also be expressed as the price of a base period market basket of goods and services rising from \$100 to \$107. For further details see the CPI home page on the Internet at www.bls.gov/cpi and the CPI section of the BLS Handbook of Methods available on the internet at www.bls.gov/opub/hom/cpi/.

In calculating the index, price changes for the various items in each location are averaged together with weights that represent their importance in the spending of the appropriate population group. Local data are then combined to obtain a U.S. city average. Because the sample size of a local area is smaller, the local area index is subject to substantially more sampling and other measurement error than the national index. In addition, local indexes are not adjusted for seasonal influences. As a result, local area indexes show greater volatility than the national index, although their long-term trends are quite similar. **NOTE: Area indexes do not measure differences in the level of prices between cities; they only measure the average change in prices for each area since the base period.**

The Riverside-San Bernardino-Ontario, CA metropolitan area includes Riverside and San Bernardino Counties in California.

Information in this release will be made available to sensory impaired individuals upon request. Voice phone: (202) 691-5200; Federal Relay Service: (800) 877-8339.

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): Indexes and percent changes for selected periods

Riverside-San Bernardino-Ontario (December 2017=100 unless otherwise noted)

Item and Group	Indexes				Percent change from-		
	Historical data	Sep. 2022	Oct. 2022	Nov. 2022	Nov. 2021	Sep. 2022	Oct. 2022
Expenditure category							
All items		125.272	-	125.983	7.5	0.6	-
Food and beverages		129.109	-	129.009	9.6	-0.1	-
Food		129.980	-	129.961	9.8	0.0	-
Food at home		129.819	131.357	129.287	9.4	-0.4	-1.6
Cereals and bakery products		145.088	-	143.437	19.7	-1.1	-
Meats, poultry, fish, and eggs		132.472	-	130.071	4.4	-1.8	-
Dairy and related products		118.554	-	120.689	12.0	1.8	-
Fruits and vegetables		127.378	-	133.416	10.2	4.7	-
Nonalcoholic beverages and beverage materials		131.050	-	128.530	6.6	-1.9	-
Other food at home		125.173	-	122.328	9.1	-2.3	-
Food away from home		129.640	-	130.346	10.5	0.5	-
Alcoholic beverages		113.185	-	111.505	4.0	-1.5	-
Housing		125.939	-	128.223	8.1	1.8	-
Shelter		123.471	125.017	126.207	8.1	2.2	1.0
Rent of primary residence		125.839	129.050	131.056	11.3	4.1	1.6
Owners' equiv. rent of residences		123.104	124.243	124.985	7.1	1.5	0.6
Owners' equiv. rent of primary residence		123.104	124.243	124.985	7.1	1.5	0.6
Fuels and utilities		147.513	-	147.677	6.7	0.1	-
Household energy		157.408	160.937	157.291	7.3	-0.1	-2.3
Energy services		158.442	162.028	158.319	7.4	-0.1	-2.3
Electricity		146.405	160.000	160.027	9.3	9.3	0.0
Utility (piped) gas service		195.440	167.342	151.841	1.2	-22.3	-9.3
Household furnishings and operations		120.804	-	121.642	10.8	0.7	-
Apparel		113.182	-	107.108	8.9	-5.4	-
Transportation		136.420	-	135.501	6.6	-0.7	-
Private transportation		138.927	-	138.066	6.4	-0.6	-
New and used motor vehicles		119.050	-	117.932	1.0	-0.9	-
New vehicles		112.772	-	114.313	0.2	1.4	-
Used cars and trucks		147.537	-	140.418	-2.1	-4.8	-
Footnotes							
(1) Special index based on a substantially smaller sample.							
- Data not available							
NOTE: Index applies to a month as a whole, not to any specific date.							

Item and Group	Indexes				Percent change from-		
	Historical data	Sep. 2022	Oct. 2022	Nov. 2022	Nov. 2021	Sep. 2022	Oct. 2022
Motor fuel		177.023	194.127	172.425	15.2	-2.6	-11.2
Gasoline (all types)		176.910	194.320	172.197	14.9	-2.7	-11.4
Gasoline, unleaded regular ⁽¹⁾		177.729	195.379	173.020	14.9	-2.6	-11.4
Gasoline, unleaded midgrade ⁽¹⁾		177.352	194.704	172.488	14.9	-2.7	-11.4
Gasoline, unleaded premium ⁽¹⁾		172.745	189.092	168.045	14.8	-2.7	-11.1
Medical care		121.709	-	120.732	7.5	-0.8	-
Recreation		107.578	-	107.934	6.0	0.3	-
Education and communication		109.864	-	112.090	2.6	2.0	-
Tuition, other school fees, and child care		-	-	125.658	4.6	-	-
Other goods and services		121.329	-	121.104	4.4	-0.2	-
Commodity and service group							
All items		125.272	-	125.983	7.5	0.6	-
Commodities		128.005	-	126.693	7.2	-1.0	-
Commodities less food & beverages		127.402	-	125.446	5.9	-1.5	-
Nondurables less food & beverages		137.195	-	133.701	11.2	-2.5	-
Durables		117.338	-	116.842	0.8	-0.4	-
Services		123.674	-	125.707	7.7	1.6	-
Special aggregate indexes							
All items less medical care		125.527	-	126.347	7.5	0.7	-
All items less shelter		126.357	-	125.970	7.2	-0.3	-
Commodities less food		126.962	-	125.015	5.9	-1.5	-
Nondurables		132.948	-	131.226	10.3	-1.3	-
Nondurables less food		135.895	-	132.494	10.9	-2.5	-
Services less rent of shelter		123.812	-	124.857	7.1	0.8	-
Services less medical care services		123.489	-	125.764	7.6	1.8	-
Energy		170.316	182.378	167.386	12.2	-1.7	-8.2
All items less energy		121.280	-	122.322	6.9	0.9	-
All items less food and energy		119.886	-	121.105	6.4	1.0	-
Footnotes							
(1) Special index based on a substantially smaller sample.							
- Data not available							
NOTE: Index applies to a month as a whole, not to any specific date.							

Last Modified Date: Tuesday, December 13, 2022

U.S. BUREAU OF LABOR STATISTICS Western Information Office Attn: EA & I, 90 Seventh Street Suite 14-100 San Francisco, CA 94103-6715

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DATE: February 9, 2023

TO: Board of Directors Workshop

FROM: Heather Dyer, CEO/General Manager
Karen Resendez, Human Resources and Risk Manager

SUBJECT: Approve Revised Job Position and Salary Range Table Due to Updated Organizational Structure

Staff Recommendation

Staff recommends approving the Job Position and Salary Range Table as presented, effective March 1, 2023, resulting from an organizational structure update, and any changes to pay will be in accordance with the Employee Handbook:

1. Reclassify the Chief Engineer – Deputy General Manager to Assistant General Manager/Chief Operating Officer, place the new title at pay range 41A, and reclassify the current incumbent, Wen Huang, to the new title and salary range.
2. Retitle Deputy General Manager – Chief Water Resources Officer to Deputy General Manager/Chief of Statewide Water Initiatives. The duties associated with the Chief Water Resources Officer will be reassigned as a full-time role as described below.
3. Retitle Chief Water Resources Officer to Chief of Water Resources and place at pay range 37. This role was previously assigned to the Deputy General Manager at pay range 39A.
4. Add new position, Chief of Planning and Watershed Resilience and place at pay range 37.

Background and Discussion

San Bernardino Valley has historically maintained a relatively small staff as compared to its geographic size and responsibilities. The agency currently has 33 full time positions approved by the Board as of July 1, 2022. Currently, our payroll costs are approximately 8% of our General Fund budget and only 4% of our total annual budget (GF and SWP fund). As projects and the related responsibilities have increased, the Board has authorized additional full-time positions to

respond to the workload. However, our staff has not kept pace with the increase in workload, especially large regional initiatives led by this agency.

San Bernardino Valley's Strategic Plan was adopted on March 15, 2022, and on September 13, 2022, the attendant Goals and Objectives were approved. The roadmap for the next few years includes 19 broad goals with 39 more focused objectives and 138 specific actions related to strategies 1-5.

Staff continually assess the goals, objectives and actions we have committed to accomplishing over the next few years and have determined that additional changes are necessary to ensure these goals, objectives and actions items can be successfully accomplished. An update to the organizational structure is necessary and requires the proposed changes to the Job Position and Salary Range Table as described in staff recommendations. The organizational changes to support the proposed Job Position and Salary Range Table are described below:

1. Water Resources, Planning, Engineering and Operations functions will be integrated under the Assistant General Manager/Chief Operating Officer, with an added focus on watershed resilience efforts. A retitle and salary range adjustment is necessary to reflect the additional scope of work and daily responsibility for agency operations. Integration of these three (3) areas is typical of other water agencies and ensures staff are highly coordinated and collaborating intentionally on all projects for the overall function of the organization. Wen Huang will continue as the agency's Chief Engineer while in this proposed role of Assistant General Manager/Chief Operating Officer.
2. The State Water Project and other statewide water initiatives currently requires full-time effort, and as currently structured, the Deputy General Manager - Chief Water Resources Officer has responsibility for state water initiatives as well as local initiatives. The updated organization structure provides for the retitled Deputy General Manager/Chief of Statewide Water Initiatives which would focus on the State Water Project and all associated statewide initiatives, including the State Water Contract negotiations and amendments, Sites Reservoir and Delta Conveyance projects, as well as coordination with the California Department of Water Resources, and local and statewide partners on current and future state water projects and legislation. A full-time focus on these initiatives will ensure that we have a greater voice and make the connections necessary to find and implement solutions.

3. Chief of Water Resources was previously an assigned responsibility of the Deputy General Manager – Chief Water Resources Officer, and time was split between local projects and state water projects. Like state water initiatives, local projects require a full-time effort. With the change to a full-time focus on state water initiatives for the Deputy General Manager/Chief of State Water Initiatives, the role of Chief of Water Resources will focus on local project planning, including Watermaster and various other reporting requirements and legal settlement actions, local water project advanced planning such as the Active Recharge projects, Groundwater Councils, Drought contingency planning, maintaining relationships with local agencies and municipalities, and coordination of delivery of State Water Project and local water with our staff and customers. Integrating this position with Engineering and Operations staff is crucial to having the highest function in our water planning and delivery.

4. The addition of a Chief of Planning and Watershed Resilience will add significant value by having a primary focus on the future and looking for ways to sustain and improve operations through development and implementation of the Strategic Plan, as well as linking our technical staff with strategic plan actions bringing them together to successfully accomplish our goals. A few examples, among others, of the projects that require us to have a role focused on long term strategy and resilience include: (FIRO) for Seven Oaks Dam, planning and development of the Integrated Regional Urban Water Management Plan, San Bernardino Basin Optimization Plan, Climate Adaptation and Resilience Plan, Headwaters Resilience Partnership, regional collaborative studies and planning efforts to address water quality issues in the groundwater basins such as salt, nutrients, and emerging contaminants (e.g., PFAS/PFOA).

It is expected that the Chief of Water Resources, the Chief of Planning and Watershed Resilience, and the Assistant Chief Engineer will serve as the leadership team supporting our Assistant General Manager/Chief Operating Officer. This team will draw upon the technical staff specialists within the department in a very integrated way along with other team members within the organization to work collaboratively on local projects and successfully accomplish our long-term goals.

The proposed restructure results in a net change of two (2) full-time authorized positions bringing the total authorized positions to 35.

District Strategic Plan Application

The changes to the Job Position and Salary Range Table necessary to implement the district restructure supports strategies 1-5 of our Strategic Plan.

Fiscal Impact

The additional expense for the remainder of FY 2022-2023 is approximately \$201,500 including salary and benefits. Funds for these services are available in line item 6100 – Salaries of the approved FY 2022-2023 General Fund Budget.

Attachments

- 1) Organizational Chart Proposed Changes February 2023
- 2) Job Position and Salary Range Table Proposed Changes February 2023



San Bernardino Valley Municipal Water District

Job Position and Salary Range Table

Effective Date: July 1, 2022

Revised Date: March 1, 2023

Job Position	Salary Range	Salary Range amount per Month		# of FTE's Authorized Positions	# of FTE's Filled
		Low	High		
Administrative Services Manager/Chief of Staff/Clerk of the Board	30	11,973	16,334	1	1
Administrative Specialist	14	5,798	7,848	1	1
Assistant Chief Engineer	34A	14,710	20,104	1	1
Associate Engineer	24A	9,260	12,617	1	1
Assistant General Manager/Chief Operating Officer	41A	20,500	28,055	1	1
Business System Analyst	22	8,358	11,372	1	1
CEO / General Manager	Flat	25,661	25,661	1	1
Chief Information Officer	37	16,555	22,639	1	1
Chief of Planning and Watershed Resilience	37	16,555	22,639	1	-
Chief of Water Resources	37	16,555	22,639	1	-
Deputy General Manager/Chief Financial Officer	39A	18,578	25,422	1	1
Deputy General Manager/Chief of State Water Initiatives	39A	18,578	25,422	1	1
Electrical and Mechanical Maintenance Technician	16	6,345	8,604	1	-
Electrical and Mechanical Maintenance Technician II	19A	7,403	10,069	1	1
Environmental Compliance and Permitting Program Manager	30	11,973	16,334	1	1
Executive Director, Upper SAR Sustainable Resources Alliance	34A	14,710	20,104	1	1
Geospatial Services Program Manager	30A	12,251	16,717	1	1
Human Resources / Risk Manager	30	11,973	16,334	1	1
Lead Electrical and Mechanical Maintenance Technician	23A	8,880	12,085	-	-
Lead Water Systems Operator	21A	8,129	11,055	3	3
Manager of Water Resources	33	13,743	18,773	1	1
Preserve System Program Manager	30	11,973	16,334	1	1
Project Manager II	27A	10,623	14,483	1	1
Senior Accountant	24	9,044	12,317	1	1
Senior Administrative Assistant	12	5,377	7,301	1	1
Senior Project Manager	30A	12,251	16,717	1	1
Strategic Communications Manager	31A	12,787	17,456	1	-
Water Conservation Program Manager	30	11,973	16,334	1	1
Water Operations Manager	31A	12,787	17,456	1	1
Water Resources Senior Planner	30	11,973	16,334	1	-
Water Systems Operator I	13A	5,734	7,766	2	2
Water Systems Operator II	18A	7,121	9,671	2	2
Total FTE Count				35	30
Effective Date: July 1, 2022 Cost of Living Adjustment effective date: July 1, 2022 = 6% Presented and Adopted by the Board on June 14, 2022					
<i>Revised xxx to Update Titles and Add New Classes: 1) Chief Engineer- Deputy General Manager to Assistant General Manager/Chief Operating Officer; 2) Retitle Chief Water Resources - Deputy General Manger to Deputy General Manager/Chief of State Water Initiatives; 3) Chief of Water Resources to range 37; 4) Added Chief of Planning & Watershed Resilience at range 37. Revision presented and adopted by the Board on xxx, 2023</i>					