

**A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE TWENTYNINE PALMS WATER DISTRICT
72401 HATCH ROAD, TWENTYNINE PALMS, CA 92277**

JULY 25, 2018 / 6:00 P.M.

AGENDA

This meeting may be viewed on the District's website at www.29palmswater.net

Next Resolution #18-13
Next Ordinance #98

Call to Order and Roll Call

Pledge of Allegiance

Additions/Deletions to the Agenda

Public Comments

Please complete a "Request to be Heard" form prior to the start of the meeting. The public may address the Board for 3 minutes on District-related matters. Government Code prohibits the Board from taking action on matters that are not on the agenda. However, the Board may refer matters for future consideration.

1. Discussion of Draft High Water Bill Reduction Policy
2. Consideration of Resolution 18-12 Amendment to Valic 457 Compensation Plan
3. Discussion of Existing Water Main Extension Policy
4. Discussion and Possible Action of Rate and Fees Ad Hoc Committee
5. Review Proposals and Award Bid for Two 2019 Ford F-250 4 X 2 Trucks
6. Review Proposal and Award Bid for One 2018 F-550 4 X 2 Truck
7. Consent Calendar

Matters under the Consent Calendar are to be considered routine and will be enacted in a single motion. There will be no separate discussion of these items unless the Board, staff or the public requests specific items be removed for separate discussion and action before the Board votes on the motion to adopt.

 - Minutes of the Regular Meeting held on June 27, 2018
 - Audit List
8. Items Removed from the Consent Calendar for Discussion or Separate Action
9. Management Reports

- 9.1 Operations
 - 9.2 Finance
 - 9.3 General Manager
-
- 10. Future Agenda Items and Staff Tasks/Directors' Comments and Reports
 - 11. Adjournment

The Board reserves the right to discuss only or take action on any item on the agenda.

Notice of agenda was posted on or before 4:00 p.m., July 20, 2018.



Ray Kolisz, General Manager

Upon request, this Agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Cindy Fowlkes at (760) 367-7546 at least 48 hours before the meeting, if possible.

Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the time the writing is distributed to the Board of Directors. Any such writing will be available for public inspection at the District offices located at 72401 Hatch Road, Twentynine Palms, CA 92277. In addition, any such writing may also be posted on the District's website.

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TWENTYNINE PALMS WATER DISTRICT
72401 HATCH ROAD, TWENTYNINE PALMS, CA 92277-2935
760.367.7546 PHONE 760.367.6612 FAX

TO: BOARD OF DIRECTORS
DATE: JULY 25, 2018
FROM: RAY KOLISZ, GENERAL MANAGER
SUBJECT: DISCUSSION OF DRAFT HIGH WATER BILL REDUCTION POLICY

BACKGROUND AND DISCUSSION

The Board of Directors have requested that staff draft a policy that would address and offer a reduction of a higher than normal water bill that a customer may experience. The purpose of the policy would be to establish a process in which a customer may have the District reduce a portion of their water bill due to an uncontrolled or accidental event resulting in an exceptional high water bill.

REDUCTION OF BILL FOR EXCESSIVE WATER USAGE

The service connection and meter are the property of the District and the District reserves the right to repair, replace and maintain them. The District shall own and maintain pipes and fixtures up to including the customer valve and check valve. All pipes and fixtures beyond the check valve shall be owned and maintained by the property owner. [Ord. 87 § 9(D), 2003; Ord. 78 § 9(D), 1999].

It is the customer's responsibility to properly maintain the property's private plumbing water system, including irrigation systems. A leak in the customer's water system is the sole responsibility of the customer and the District charges for all water that records and passes through the water meter. This policy provides consideration to provide a reduction of a water bill to a customer that has experienced a water leak resulting in a water bill with excessive water usage.

If a customer requests the District to review a water bill for excessive water consumption, the District may grant a reduction subject to the following general conditions:

- A customer must submit a written request to the District outlining the cause of the excessive water usage. The written request must be made prior to the delinquent*

date of the bill. Upon receipt of written request the District will start the investigative protocol.

- *After receipt of written request a District representative will meet with the customer to verify the meter read and to perform a leak audit to determine if there are any active leaks on the property based on the water meter leak indicator. The District is not responsible for locating leaks for the customer.*
- *If a water leak is detected, repairs must be made within 14 days. A follow up meeting with the customer will be made to verify.*
- *Customer shall provide proof of repair which may include copies of repair bills and or photographs of repair.*
- *No late fees will be applied to the account and no lock off for non-payment will occur while the account is under investigation and review.*
- *Water bill must be 100% or \$300 (three hundred) dollars above water bill for same period for prior year, if no prior year history is available the prior billing cycle will be used for comparison.*
- *Eligibility will be for two consecutive billing cycles.*
- *Customer shall not be in any payment schedule agreement with the District.*
- *No reduction will be granted if water usage is unauthorized.*
- *Reduction of a water bill may only be given one time on an account.*
- *The amount of reduction shall not be greater than 50% of the high water bill.*
- *Dollar amounts up to \$300 (three hundred) dollars eligible for a bill reduction requires a supervisor's approval.*
- *Dollar amounts greater than \$300 (three hundred) dollars eligible for a bill reduction shall be approved by the General Manager.*

ITEMS TO BE CONSIDERED FOR THE POLICY DEVELOPMENT

- *At what point will a water bill be considered to be excessive?*
- *Establish a percentage amount that a water bill can be reduced by up to a maximum dollar amount.*
- *Frequency of consideration to reduce bill*
 - *One time only on an account?*
 - *Once every five years?*

RECOMMENDATION

All numbers and percentages in this draft policy are arbitrary and open for Board's discussion.

Staff is seeking input from the Board of Directors to incorporate into the draft policy. A final version of the policy will be presented to the Board for approval and adoption at the next Board of Directors meeting.

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TWENTYNINE PALMS WATER DISTRICT
72401 HATCH ROAD, TWENTYNINE PALMS, CA 92277-2935
760.367.7546 PHONE 760.367.6612 FAX

TO:	BOARD OF DIRECTORS
DATE:	JULY 25, 2018
FROM:	RAY KOLISZ, GENERAL MANAGER
SUBJECT:	DISCUSSION AND CONSIDERATION TO APPROVE RESOLUTION 18-12 AMENDING RESOLUTION 02-16 AND AUTHORIZIING ADOPTION OF VALIC PLAN RESTATEMENT

BACKGROUND AND DISCUSSION

In July of 2002, the District established the Section 457 (b) Deferred Compensation Plan (Plan) administered by the Variable Annuity Life Insurance Company (VALIC). The Plan is a tax advantaged deferred-compensation retirement plan that is available for governmental and certain non-governmental employers in the United States. The employer provides the plan and the employee defers compensation into it on a pre-tax basis. In general this type of plan operates similarly to a 401(k).

The Plan is voluntary and is offered to all employees of the District and not associated with the District's CalPERS retirement system. Contributions to the Plan are 100% employee funded and no District funds are used for participation.

The current Plan agreement with VALIC does not offer loans and or emergency withdrawals as an option for the plan holder. The District desires to change the current Plan based on a request from an employee, to allow access to their contributions for loans and emergency situations.

Resolution 18-12 will allow authorization from the District's to amend the Plan which is attached for your review.

RECOMMENDATION

Approve Resolution 18-12 Amending Resolution 02-16 and Authorizing Adoption of VALIC's 457 (b) Plan Restatement.

RESOLUTION 18-12

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TWENTYNINE PALMS WATER DISTRICT
AMENDING RESOLUTION 02-16
AND AUTHORIZING ADOPTION OF PLAN RESTATEMENT**

WHEREAS, the Twentynine Palms Water District (hereinafter, the "Employer") established the Section 457(b) Deferred Compensation Plan administered by The Variable Annuity Life Insurance Company (Valic Retirement Services Company) effective July 25, 2002 for the exclusive benefit of its employees and their beneficiaries;

WHEREAS, the original plan did not allow for loans/hardship distributions;

NOW, THEREFORE, BE IT RESOLVED that the Employer hereby amends the plan to include the options for loans/hardship distributions and restates the Plan in the form of the Plan attached hereto; and,

RESOLVED, FURTHER, that the appropriate officers of the Employer, or their delegates, are hereby authorized to execute the amendment and restatement of the Plan effective upon the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 25th day of July 2018 by the following vote:

Ayes:
Noes:
Absent:
Abstain:

Kerron E. Moore, President
Board of Directors

Attest:

Ray Kolisz, Board Secretary
Twentynine Palms Water District

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TWENTYNINE PALMS WATER DISTRICT
72401 HATCH ROAD, TWENTYNINE PALMS, CA 92277-2935
760.367.7546 PHONE 760.367.6612 FAX

TO: BOARD OF DIRECTORS
DATE: JULY 25, 2018
FROM: RAY KOLISZ, GENERAL MANAGER
SUBJECT: DISCUSSION OF MAINLINE EXTENSION REQUIREMENTS

BACKGROUND AND DISCUSSION

The District receives many requests for water service for properties that do not have water available due to lack of infrastructure to provide water directly to the property. When this situation arises the owner of the property would be responsible for the costs associated for the water mainline extension required for the delivery of water. Current policy would make a property owner install water mainline to the property and extend the mainline a way that would traverse one complete side of property.

Section 7.05.030 of the Twentynine Palms Water District's Code, states that:

"If fire hydrants and/or a distribution pipeline are required, the Secondary Capital Impact Fee shall be based on the cost of extending the existing distribution system in such a manner that the resulting expanded distribution system pipeline transverses at least one complete side of the property requiring water service."

There are cases in which meeting the requirement to traverse one complete side of property is not feasible. Some examples of this would be: (a) properties beyond the property that needs water are not buildable, (b) government owned property that would not need water and (c) District boundary limitations. When this situation occurs the Board has allowed the installation of the new water mainline to not traverse one complete side of the property and terminate the water main at the property corner. The current requirement could also create a financial burden on the owner in need of water as the additional footage of mainline to transverse one side could be excessive adding to the overall construction costs.

Staff is requesting for the Board's consideration to change current policy of traversing one complete side of property requirement to extending water mainline to property corner. Traversing one side of the property would only be required if the extension of mainline to property corner would result in inadequate fire protection. If a fire hydrant is needed closer than the property corner, the District would require additional mainline to be installed to meet fire protection requirements up to traversing through one complete side of property.

RECOMMENDATION

Direct staff to develop policy change and present to Board at the next meeting for adoption.

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TWENTYNINE PALMS WATER DISTRICT
72401 HATCH ROAD, TWENTYNINE PALMS, CA 92277-2935
760.367.7546 PHONE 760.367.6612 FAX

TO: BOARD OF DIRECTORS
DATE: JULY 25, 2018
FROM: RAY KOLISZ, GENERAL MANAGER
SUBJECT: DISCUSSION AND POSSIBLE ACTION FOR RATES AND FEE AD HOC COMMITTEE

BACKGROUND AND DISCUSSION

The District currently has an Ad Hoc committee made up of Director Moore and Director Giannini that was established in January of 2016 to review the "Schedule of Fees" for District. Staff would like to expand the scope of the Ad Hoc Committee to review schedule of fees and water rates.

Our current rate increase schedule will expire in January of 2020. The Ad Hoc Committee will begin to review fees and rates in preparation of incorporating recommendations to the rate study analyst. The District is anticipating to begin the rate study in fiscal year 19/20.

RECOMMENDATION

To maintain current Directors on the committee or if so desired change committee members.

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TWENTYNINE PALMS WATER DISTRICT
72401 HATCH ROAD, TWENTYNINE PALMS, CA 92277-2935
760.367.7546 PHONE 760.367.6612 FAX

TO: BOARD OF DIRECTORS
DATE: JULY 25, 2018
FROM: RAY KOLISZ, GENERAL MANAGER
SUBJECT: AWARD BID TO PURCHASE TWO 2019 FORD F-250 4X2 TRUCKS

BACKGROUND AND DISCUSSION

The District has requested proposals to purchase two 2019 Ford F-250 4x2 trucks. The low bidder for the trucks was Sunrise Ford in Fontana, CA for a price of \$25,832.80 per truck.

Quotes include all applicable taxes, fees and delivery to Twentynine Palms Water District.

Attached is the vehicle specification sheet and pricing for your review.

FISCAL IMPACT

There is \$175,000 allocated in the current budget for vehicle\equipment replacements.

RECOMMENDATION

Accept the bid from Sunrise Ford and approve the purchase of two 2019 F-250 4x2 trucks in the amount of \$51,665.60.



16005 VALLEY BLVD., FONTANA, CA 92335
FLEET OFFICE (909) 350-3043 FLEET FAX (909) 822-4199

FLEET VEHICLE PURCHASE INVOICE

SOLD TO Twentynine Palms Water District DATE 7/12/2018
72401 Hatch Rd.
Twentynine Palms CA. 92277
760-367-7546
PHONE _____
P.O. # _____

YEAR 2019 MAKE FORD MODEL F-250
VIN TBD STOCK NUMBER TBD

TERMS:
NET 0 DAYS NET DUE \$ _____

MUST BE RECEIVED NO LATER THAN _____

DELIVERY RECEIPT:
I ACKNOWLEDGE THE RECEIPT OF THE ABOVE VEHICLE:

MAKE CHECKS PAYABLE TO:
SUNRISE FORD
16005 VALLEY BLVD.
FONTANA, CA 92335

SIGNATURE _____ DATE _____
F-250 reg cab per sent in spec
FORD FLEET # _____
RESALE # _____
R.S. # _____
BID # _____
FLEET MANAGER & NUMBER _____

PRICE \$23,859.72
TAX \$1,855.33
LIC. FEE \$37.50
DOC. FEE \$80.00
TOTAL \$25,832.80
LESS TRADE _____
LESS DOWN _____
NET DUE \$25,832.80

CNGP530

VEHICLE ORDER CONFIRMATION

07/11/18 20:51:56

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Dealer: F71152

2019 F-SERIES SD

Page: 1 of 2

Order No: 9999 Priority: J4 Ord FIN: QD899 Order Type: 5B Price Level: 925

Ord Code: 600A Cust/Flt Name: TWENTYNINE PO Number:

RETAIL		RETAIL	
F2A	F250 4X2 SD R/C \$33150	10000#	GVWR PKG
	142" WHEELBASE	425	50 STATE EMISS NC
Z1	OXFORD WHITE	43C	110V/400W OUTLT 75
A	VNYL 40/20/40	512	SPARE TIRE/WHL2 NC
S	MEDIUM EARTH GR	52B	BRAKE CONTROLLR 270
600A	PREF EQUIP PKG		JACK
	.XL TRIM	66S	UPFITTER SWTCH 165
	.TRAILER TOW PKG	67D	XTR HVY DTY ALT NC
572	.AIR CONDITIONER NC		
	.AM/FM STER/CLK		TOTAL BASE AND OPTIONS 36225
996	.6.2L EFI V8 ENG NC		NC TOTAL 36225
44S	6-SPD AUTOMATIC NC		NC *THIS IS NOT AN INVOICE*
TD8	.LT245 BSW AS 17		
X3E	3.73 ELOCKING 390		* MORE ORDER INFO NEXT PAGE *
	JOB #1 BUILD		F8=Next

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

S006 - MORE DATA IS AVAILABLE.

QC05539

CNGP530

VEHICLE ORDER CONFIRMATION

07/11/18 20:52:18

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Dealer: F71152

2019 F-SERIES SD

Page: 2 of 2

Order No: 9999 Priority: J4 Ord FIN: QD899 Order Type: 5B Price Level: 925

Ord Code: 600A Cust/Flt Name: TWENTYNINE PO Number:

RETAIL		RETAIL	DLR INV
76C	EX BACKUP ALARM \$140		
85S	TOUGH BED 540		
	SP DLR ACCT ADJ		
	SP FLT ACCT CR		
	FUEL CHARGE		
B4A	NET INV FLT OPT NC		
	PRICED DORA NC		
	DEST AND DELIV 1495		

COST - \$23,859.72

Doc fee - \$80.00

Tax - \$1,855.33

Registration - \$37.75

TOTAL Due - \$25,832.80

TOTAL BASE AND OPTIONS 36225

TOTAL 36225

THIS IS NOT AN INVOICE

F7=Prev

6

TWENTYNINE PALMS WATER DISTRICT
72401 HATCH ROAD, TWENTYNINE PALMS, CA 92277-2935
760.367.7546 PHONE 760.367.6612 FAX

TO:	BOARD OF DIRECTORS
DATE:	JULY 25, 2018
PREPARED BY:	RAY KOLISZ, GENERAL MANAGER
PRESENTED BY:	MATT SHRAGGE, MAINTENANCE SUPERINTENDENT
SUBJECT:	REVIEW PROPOSAL AND CONSIDERATION TO PURCHASE A 2018 FORD F-550 TRUCK

BACKGROUND AND DISCUSSION

The District currently has a 2007 F-250 with a utility bed installed on the chassis. This vehicle is used for the on-call duty person and various construction jobs throughout the District. The utility bed is 20+ years old and is experiencing metal fatigue failure due to the thin gauge sheet metal that the body is constructed of. The truck also is limited to the gross vehicle weight rating (GVWR) and gross combined weight rating (GCWR) which limits the capabilities of the vehicle.

Staff has explored the purchase of a Ford F-550 diesel truck with a utility bed that would replace the current 2007 vehicle. The F-550 truck has a much higher GVWR and GCWR that would allow the towing of the recently purchased mini-excavator and to be outfitted with more tools and equipment used in the field without exceeding the allowable weight ratings.

A proposal was requested from Sunrise Ford for a 2018 F-550 4x2 with a Scelzi combination truck body installed. The proposal received is in the amount of \$70,117.00. Sunrise Ford carries these specialty vehicles in stock and are ready for immediate delivery if purchased.

The proposal includes all applicable taxes and fees.

RECOMMENDATION

Accept bid from Sunrise Ford in the amount of \$70,117.00 for the purchase of an Ford F-550 diesel 4x2 utility truck.



16005 VALLEY BLVD., FONTANA, CA 92335
FLEET OFFICE (909) 350-3043 FLEET FAX (909) 822-4199

FLEET VEHICLE PURCHASE INVOICE

SOLD TO Twentynine Palms Water District
72401 Hatch Rd

DATE 07/05/2018

Twentynine Palms CA. 92277

PHONE 760-567-8401

P.O. # _____

YEAR 2018 MAKE FORD MODEL F-550
VIN 1FD0X5GT5JEB99197 STOCK NUMBER FJ2957

TERMS:

NET 0 DAYS NET DUE \$ _____

MUST BE RECEIVED NO LATER THAN _____

DELIVERY RECEIPT:
I ACKNOWLEDGE THE RECEIPT OF THE ABOVE VEHICLE:

MAKE CHECKS PAYABLE TO:
SUNRISE FORD
16005 VALLEY BLVD.
FONTANA, CA 92335

SIGNATURE _____ DATE _____
F-550 Extra Cab, 6.7 diesel

PRICE \$64,957.12

FORD FLEET # _____
Power windows,locks, SYNC system,

TAX \$5,040.38

RESALE # _____
Brake controller, running boards.

LIC. FEE 39.50

R.S. # _____
12' Scelzi Combo Body

DOC. FEE \$80.00

BID # _____

TOTAL _____

FLEET MANAGER & NUMBER _____

LESS TRADE _____

LESS DOWN _____

NET DUE \$70,117.00

Sunrise Ford Fontana

STOCK #:FJ2957

VIN: 1FD0X5GT5JEB99197



New 2018 Ford Super Duty F-550 DRW XL

MSRP:

Located at: **Sunrise Ford Fontana**
16005 Valley Blvd. Fontana, CA 92335

OFFERS & INCENTIVES

VEHICLE SUMMARY

Condition: New

Mileage: 10

Engine: Intercooled Turbo Diesel V-8 6.7 L/406

Drivetrain: RWD

Transmission: Automatic

Exterior Color: Oxford White

Interior Color: Medium Earth Gray



EPA-estimated city and highway MPG. Actual mileage will vary. Actual rating will vary with options, driving conditions, habits and vehicle condition.

VEHICLE DETAILS

DESCRIPTION

Advertised price includes all available rebates and incentives. Proof of business and financing with Ford Motor Credit may be required. Not all customers will qualify



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**MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE TWENTYNINE PALMS WATER DISTRICT
72401 HATCH ROAD, TWENTYNINE PALMS, CA 92277**

JUNE 27, 2018 / 6:00 P.M.

Call to Order and Roll Call

President Moore called the meeting to order at 6:00 p.m., 72401 Hatch Road, Twentynine Palms, California. Those responding to roll call were Directors Bob Coghill, Carol Giannini, Suzi Horn, and Sam Moore. Director Randy Leazer was late. Also present were General Manager Ray Kolisz, Operations Superintendent Mike Minatrea, Financial Consultant Paul Kaymark, and District Secretary Cindy Fowlkes.

Pledge of Allegiance

Director Moore led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

None

1. Public Hearing on Proposed Continuation of Water Availability Assessment
1.1 Board to Hear Public Testimony at This Time

Director Giannini moved to open the Public Hearing at 6:01 p.m., seconded by Director Horn, and unanimously approved.

There being no public comments, Director Horn moved to close the public hearing at 6:01 p.m., seconded by Director Giannini, and unanimously approved.

2. Consider Resolution 18-08 Continuing the Current Existing Level of Water Availability Assessments for Fiscal Year 2018-2019

Director Coghill moved to approve Resolution 18-08 continuing the current existing level of water availability assessments for fiscal year 2018-2019, seconded by Director Giannini, and approved by the following roll call vote:

Ayes: Directors Coghill, Giannini, Horn, Leazer, and Moore
Noes: None
Abstain: None
Absent: None

3. Consider Approval of Resolution 18-09 Adopting the Proposed Budget and Compensation Plan of the Twentynine Palms Water District for Fiscal Year 2018-2019

Director Leazer moved to approve Resolution 18-09 adopting the proposed budget and compensation plan of the Twentynine Palms Water District for fiscal year 2018-2019, seconded by Director Horn, and approved by the following roll call vote:

Ayes: Directors Coghill, Giannini, Horn, Leazer, and Moore
Noes: None
Abstain: None

Absent: None

4. Consider Approval of Resolution 18-10 Adopting a Revised Organizational Chart and Job Descriptions for Newly Created Exempt Positions

At the May 23rd Board meeting, staff presented the Board with a draft organizational chart, classification, and job descriptions that reflect much needed changes for the staffing structure of the District.

Director Coghill made a motion to adopt Resolution 18-010 adopting a revised organizational chart and job descriptions for newly created exempt positions, seconded by Director Horn, and approved by the following roll call vote:

Ayes: Directors Coghill, Giannini, Horn, Leazer, and Moore
Noes: None
Abstain: None
Absent: None

5. Consider Approval of Resolution 18-11 Approving a Sideletter of Agreement with AFSCME Local 1902 Regarding Classification, Organization, and Compensation Modification

Staff met with Union representatives to discuss the proposed changes and are in agreement to the Sideletter presented.

Director Horn made a motion to adopt Resolution 18-11 approving a Sideletter of Agreement with AFSCME Local 1902 regarding classification, organization, and compensation modification, seconded by Director Giannini, and approved by the following roll call vote:

Ayes: Directors Coghill, Giannini, Horn, Leazer, and Moore
Noes: None
Abstain: None
Absent: None

6. Review and Approve Contract with Ortega Strategies Group

Staff recommends approving the proposal for continued legislative support, communication management, and project support. The proposed agreement consolidates fees providing a \$2,500 cost savings per month from the previous agreement.

Director Horn made a motion to approve the contract with Ortega Strategies Group and authorize the General Manager to execute the service agreement, seconded by Director Leazer, and approved by the following roll call vote:

Ayes: Directors Coghill, Giannini, Horn, Leazer, and Moore
Noes: None
Abstain: None
Absent: None

7. Approve Director Leazer to Attend the Special District Leadership Academy Conference (July 8-11, 2018) and to Provide Daily Meeting Stipend

Director Coghill made a motion to approve Director Leazer's attendance at the Special District Leadership Academy Conference and daily meeting stipend, seconded by Director Horn, and approved unanimously.

8. Approval of Amendment to General Manager Employment Agreement
The amendment to the employment agreement increased salary from \$159,900 to \$169,900 all existing terms and conditions of the agreement remain unchanged.

Director Horn made a motion to approve the amendment to the General Manager employment agreement, seconded by Director Giannini, and approved by the following roll call vote:

Ayes: Directors Coghill, Giannini, Horn, Leazer, and Moore
Noes: None
Abstain: None
Absent: None

9. Consent Calendar
- Minutes of a Regular Meeting held on May 23, 2018
 - Audit List

Director Coghill moved to approve the Consent Calendar, seconded by Director Horn, and approved unanimously.

10. Items Removed from the Consent Calendar for Discussion or Separate Action
None

11. Management Reports

11.1 Operations

The District responded to 44 Underground Service Alerts, had 0 water main leaks, 2 water meter leaks, 0 service line leaks, 0 fire hydrant repairs, performed 7 customer pressure checks, replaced 10 meters, replaced 1 customer gate valve, and installed 4 new services. 1 water waste inquiry was received. Water production was down 16.58% as compared to the same month in 2013. The 2017 Consumer Confidence report has been mailed out to all ratepayers.

11.2 Finance

Mr. Kaymark reported the revenues are slightly higher as usage increases during the hotter months. Revenues and expenses are tracking as expected.

11.3 General Manager

Mr. Kolisz reported that Matt Shragge represented the District at the Reach Out Morongo Basin Emergency Preparedness and Response Expo. Matt Shragge and Cindy Fowlkes gave a presentation on water conservation to a sixth grade class at Palm Vista Elementary. Following the presentation, the students were given a tour of the Fluoride Treatment Plant. The water tax bill, SB 623, has been abandoned during the budget process. The next CSDA Annual Conference and Exhibitor Showcase will be held in Indian Wells on September 24-27. The Board will be presented with a high usage water bill policy at the next meeting.

12. Future Agenda Items and Staff Tasks/Directors' Comments and Reports
Director Coghill would like to see a committee review the schedule of fees.

13. Adjournment

On motion by Director Leazer, seconded by Director Giannini, and approved by the Board, the meeting was adjourned at 6:26 p.m.

Kerron E. Moore, President
Board of Directors

Attest:

Ray Kolisz, Board Secretary
Twentynine Palms Water District

Twentynine Palms Water District

Check Date Range: 6/1/2018 thru 6/30/2018

Ck No	Ck Date	Payable To	Ck Amt	Ck Detail	GL Acct No	Description
10736	06/13/2018	Richard Capelli 29 Palms Fencing	1,950.00	1,950.00	100-130-0000-5406	New fence at well #14
10737	06/13/2018	Accela, Inc. #774375	1,493.00	1,493.00	100-600-0000-5408	Web Payments with Online-Bills.com May 2018
10738	06/13/2018	ACWA/JPIA	28,663.35	22,690.41	100-310-0000-5140	Health Benefits July 2018
				1,611.85	100-310-0000-5141	Health Benefits July 2018
				365.01	100-310-0000-5142	Health Benefits July 2018
				2,291.39	100-310-0000-5144	Health Benefits July 2018
				1,704.69	100-600-0000-5399	Health Benefits July 2018
10739	06/13/2018	Air Resources Board - PERP Renewal	1,150.00	575.00	100-130-0000-5303	RG6090R067695
				575.00	100-130-0000-5303	RG6090R067671
10740	06/13/2018	Customer Refund	24.78	24.78	100-000-0000-2000	Refund Check
10741	06/13/2018	Customer Refund	61.27	61.27	100-000-0000-2000	Refund Check
10742	06/13/2018	Customer Refund	34.15	34.15	100-000-0000-2000	Refund Check
10743	06/13/2018	Customer Refund	20.54	20.54	100-000-0000-2000	Refund Check
10744	06/13/2018	Customer Refund	28.23	28.23	100-000-0000-2000	Refund Check
10745	06/13/2018	Best Best & Krieger	920.50	315.60	100-600-0000-5403	Professional Services May 2018
				526.00	100-600-0000-5403	Professional Services May 2018
				78.90	100-600-0000-5403	Professional Services May 2018
10746	06/13/2018	Customer Refund	40.51	40.51	100-000-0000-2000	Refund Check
10747	06/13/2018	Customer Refund	14.53	14.53	100-000-0000-2000	Refund Check
10748	06/13/2018	Customer Refund	26.50	26.50	100-000-0000-2000	Refund Check
10749	06/13/2018	Customer Refund	35.22	35.22	100-000-0000-2000	Refund Check
10750	06/13/2018	Customer Refund	3.98	3.98	100-000-0000-2000	Refund Check
10751	06/13/2018	Customer Refund	11.13	11.13	100-000-0000-2000	Refund Check
10752	06/13/2018	Builders Supply - 29 Palms	327.64	123.86	100-150-0000-5220	Electronic Ballast
				10.73	100-130-0000-5220	Wasp/Hornet Spray
				49.82	100-130-0000-5220	5 Gal Pail/Lid
				4.00	100-130-0000-5228	Small Tools- Bore Gun Pipe.
				45.45	100-130-0000-5220	1" x 21' galv pipe
				9.58	100-130-0000-5220	1" galv coupling
				2.55	100-130-0000-5220	Pvc fittings

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				4.65	100-130-0000-5220	pvc fittings
				17.23	100-130-0000-5220	3/4 MIP hose bib
				2.14	100-130-0000-5220	1/8x1-1/2 galv nipple
				12.92	100-130-0000-5220	galvanized nipple
				44.71	100-130-0000-5220	1"x21' galv pipe
10753	06/13/2018	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
10754	06/13/2018	Customer Refund	56.92	56.92	100-000-0000-2000	Refund Check
10755	06/13/2018	Customer Refund	18.28	18.28	100-000-0000-2000	Refund Check
10756	06/13/2018	Cdw Government	403.11	403.11	100-875-0000-6001	SonicWall Comprehensive Gateway Security Suite-subscription Lice
10757	06/13/2018	Customer Refund	71.71	71.71	100-000-0000-2000	Refund Check
10758	06/13/2018	Chem-Tech International Inc.	17,170.73	5,723.63	100-150-0000-5211	Load of Acid (Treatment Plant)
				11,447.10	100-150-0000-5211	Load of Caustic
10759	06/13/2018	Customer Refund	14.09	14.09	100-000-0000-2000	Refund Check
10760	06/13/2018	Core & Main LP	221.77	221.77	100-130-0000-5220	Deep well socket set
10761	06/13/2018	Customer Refund	6.61	6.61	100-000-0000-2000	Refund Check
10762	06/13/2018	Desert Hardware	51.65	4.27	100-130-0000-5228	Small Tools-Drill Bits.
				4.64	100-130-0000-5228	Small Tools-Drill Bits.
				5.57	100-130-0000-5228	Small Tools-Drill Bits.
				9.29	100-130-0000-5228	Small Tools-Drill Bits.
				9.29	100-130-0000-5228	Small Tools-Drill Bits.
				16.73	100-130-0000-5228	Small Tools-Drill Bits.
				21.89	100-130-0000-5228	Small Tools-Drill Bits.
				(20.03)	100-130-0000-5228	Credit
10763	06/13/2018	Customer Refund	64.19	64.19	100-000-0000-2000	Refund Check
10764	06/13/2018	Customer Refund	17.14	17.14	100-000-0000-2000	Refund Check
10765	06/13/2018	Customer Refund	33.65	33.65	100-000-0000-2000	Refund Check
10766	06/13/2018	Customer Refund	48.18	48.18	100-000-0000-2000	Refund Check
10767	06/13/2018	Frontier Communications	159.93	159.93	100-150-0000-5203	Plant
10768	06/13/2018	Customer Refund	36.04	36.04	100-000-0000-2000	Refund Check
10769	06/13/2018	Customer Refund	2.34	2.34	100-000-0000-2000	Refund Check
10770	06/13/2018	Customer Refund	27.32	27.32	100-000-0000-2000	Refund Check
10771	06/13/2018	Customer Refund	33.58	33.58	100-000-0000-2000	Refund Check

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10772	06/13/2018	Harrington Industrial	2,983.51	2,983.51	100-150-0000-5220	positioner 4-20 ma pst-202 for ser 79p pneu std w transmitter pr
10773	06/13/2018	HASA	1,617.58	1,370.58	100-140-0000-5211	Carboys of Sodium Hypochlorite 12.5% 5 Gallon Carboys Multi-Chl
				7.00	100-140-0000-5211	1 Pallet
				720.00	100-140-0000-5211	Container Deposits
				(480.00)	100-140-0000-5211	Return:Container Deposits
10774	06/13/2018	Customer Refund	41.22	41.22	100-000-0000-2000	Refund Check
10775	06/13/2018	Home Depot Credit Services	427.43	427.43	100-130-0000-5220	BEHR alk 116 oz sg deep/ paint
10776	06/13/2018	Customer Refund	66.76	7.54	100-000-0000-2000	Refund Check
				59.22	100-000-0000-2000	Refund Check
10777	06/13/2018	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
10778	06/13/2018	Joe Nichols Construction LIC # 929263	1,750.00	800.00	100-130-0000-5406	sawcut remove existing patch and out in new concrete
				950.00	100-130-0000-5406	Place and finish concrete at 2 locations
10779	06/13/2018	Kennedy/Jenks Consultants	3,719.07	3,719.07	100-600-0000-5412	Professional Services May 2018
10780	06/13/2018	Konica Minolta Premier	155.97	155.97	100-150-0000-5223	6/1/2018 - 06/30/2018
10781	06/13/2018	Customer Refund	22.62	22.62	100-000-0000-2000	Refund Check
10782	06/13/2018	Customer Refund	53.30	53.30	100-000-0000-2000	Refund Check
10783	06/13/2018	Customer Refund	18.45	18.45	100-000-0000-2000	Refund Check
10784	06/13/2018	Customer Refund	32.39	32.39	100-000-0000-2000	Refund Check
10785	06/13/2018	Customer Refund	27.40	27.40	100-000-0000-2000	Refund Check
10786	06/13/2018	Merit Oil Company	9,580.58	7,387.01	100-000-0000-1401	2600 Gallon of Unleaded 87
				2,166.57	100-000-0000-1401	700 Gallon of Diesel #2 Clear
				27.00	100-000-0000-1401	Fuel Surcharge
10787	06/13/2018	Customer Refund	166.53	166.53	100-600-0000-5330	Reimbursement/Training
10788	06/13/2018	Customer Refund	26.34	26.34	100-000-0000-2000	Refund Check
10789	06/13/2018	Customer Refund	62.83	62.83	100-000-0000-2000	Refund Check
10790	06/13/2018	O'Reilly Automotive Inc.	79.00	79.00	100-130-0000-5222	Veh. #24 Rear Shocks.
10791	06/13/2018	Customer Refund	16.37	16.37	100-000-0000-2000	Refund Check
10792	06/13/2018	Palm Springs Motors Inc.	648.62	(98.17)	100-130-0000-5222	Credit
				40.19	100-130-0000-5222	Veh. #11 Door Latch.
				21.25	100-130-0000-5222	Veh. #11 Door Latch Switch.
				224.29	100-130-0000-5222	Veh. #15 Condenser Kit.
				5.97	100-130-0000-5222	Veh. #15 Oriface Tube.

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				436.81	100-130-0000-5222	Veh. #15 A/C Compressor.
				6.38	100-130-0000-5222	Veh. #15 Valve.
				11.90	100-130-0000-5222	Veh. #15 Valve.
10793	06/13/2018	Art Parker	250.00	250.00	100-150-0000-5406	Treatment plant low flouride south booster pump.
10794	06/13/2018	Pitney Bowes	458.85	458.85	100-600-0000-5223	Lease #3102201875
10795	06/13/2018	Platinum Consulting Group	6,000.00	6,000.00	100-600-0000-5401	Monthly Retainer May 2018
10796	06/13/2018	Pro Security Systems	569.50	144.00	100-150-0000-5406	Service Treatment Plant
				144.00	100-600-0000-5406	Service Treatment Plant
				144.00	100-130-0000-5406	Service Treatment Plant
				137.50	100-150-0000-5406	Service Treatment Plant
10797	06/13/2018	Prudential Overall Supply	784.00	193.20	100-130-0000-5253	Uniforms
				58.06	100-130-0000-5253	Uniforms
				58.06	100-130-0000-5253	Uniforms
				331.13	100-130-0000-5253	Uniforms
				143.55	100-130-0000-5253	Uniforms
10798	06/13/2018	Customer Refund	8.74	8.74	100-000-0000-2000	Refund Check
10799	06/13/2018	Customer Refund	43.51	43.51	100-000-0000-2000	Refund Check
10800	06/13/2018	Customer Refund	36.61	36.61	100-000-0000-2000	Refund Check
10801	06/13/2018	Customer Refund	33.25	33.25	100-000-0000-2000	Refund Check
10802	06/13/2018	S.C.E.	28,410.39	29.81	100-110-0000-5201	Michel's Road
				1,515.31	100-110-0000-5201	Well 16
				68.09	100-110-0000-5201	Donnell Hill
				1,119.81	100-120-0000-5201	Booster H1N, H2S
				2,393.86	100-110-0000-5201	Well 17
				33.17	100-110-0000-5201	Well 4
				4,438.57	100-120-0000-5201	Booster TP-1
				2,269.17	100-110-0000-5201	Well 14
				1,137.58	100-110-0000-5201	Well 1
				1,316.33	100-600-0000-5201	Hatch
				1,128.04	100-150-0000-5201	Plant
12,960.65	100-110-0000-5201	Well TP-1				
10803	06/13/2018	Customer Refund	50.59	50.59	100-000-0000-2000	Refund Check

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10804	06/13/2018	Safety-Kleen Systems Inc.	336.94	336.94	100-130-0000-5406	MDL 16 WITH PREMIUM SOL
10805	06/13/2018	Satmodo LLC	149.66	149.66	100-600-0000-5203	Iridium Monthly Minute Plans
10806	06/13/2018	Customer Refund	40.98	40.98	100-000-0000-2000	Refund Check
10807	06/13/2018	Susan L. Simmons	628.67	628.67	100-600-0000-5406	Janitorial Services
10808	06/13/2018	Customer Refund	64.23	64.23	100-000-0000-2000	Refund Check
10809	06/13/2018	Customer Refund	27.66	27.66	100-000-0000-2000	Refund Check
10810	06/13/2018	Customer Refund	31.15	31.15	100-000-0000-2000	Refund Check
10811	06/13/2018	Customer Refund	58.31	58.31	100-000-0000-2000	Refund Check
10812	06/13/2018	Customer Refund	11.54	11.54	100-000-0000-2000	Refund Check
10813	06/13/2018	Bob Stephenson	125.00	125.00	100-610-0000-5350	Video Recording Board Meeting
10814	06/13/2018	Sturdivan Emergency Management Consulting	300.00	300.00	100-600-0000-5406	Services
10815	06/13/2018	Customer Refund	33.66	33.66	100-000-0000-2000	Refund Check
10816	06/13/2018	Underground Service Alert	76.00	76.00	100-130-0000-5406	40 New Tickets
10817	06/13/2018	Universal Pump & Controls	602.20	517.20	100-110-0000-5220	PCA266 Flexcon 85 Gallon Pressure Tank. Tag Well 1-B
				85.00	100-110-0000-5220	Shipping Charges
10818	06/13/2018	UPS	55.05	55.05	100-600-0000-5406	Shipping Services
10819	06/13/2018	Usa Blue Book	1,391.91	172.20	100-150-0000-5220	Fluoride Standard 10 ppm with TISAB 475 ml Orion 040908
				416.57	100-150-0000-5220	Fluoride Standard 1 ppm with TISAB 475 ml Orion 040906
				399.42	100-150-0000-5220	Fluoride Standard 1 ppm with TISAB 475 ml
				403.72	100-150-0000-5220	Fluoride standard 10 ppm with TISAB 475 ml
10820	06/13/2018	Customer Refund	44.60	44.60	100-000-0000-2000	Refund Check
10821	06/13/2018	Customer Refund	14.50	14.50	100-000-0000-2000	Refund Check
10822	06/13/2018	Customer Refund	36.53	36.53	100-000-0000-2000	Refund Check
10823	06/13/2018	Customer Refund	21.73	21.73	100-000-0000-2000	Refund Check
10824	06/13/2018	Customer Refund	2.05	2.05	100-000-0000-2000	Refund Check
10825	06/13/2018	Customer Refund	14.91	14.91	100-000-0000-2000	Refund Check
10826	06/13/2018	Customer Refund	17.05	17.05	100-000-0000-2000	Refund Check
10827	06/27/2018	Richard Capelli 29 Palms Fencing	3,750.00	3,750.00	100-825-0000-6001	Install 300' x6' fence (well#11-B CIP Project)
10828	06/27/2018	Ansafone Contact Centers	152.75	152.75	100-160-0000-5406	Answering Service
10829	06/27/2018	Autozone Inc.	11.94	6.95	100-130-0000-5220	Shop Supplies Gorilla Glue.
				4.99	100-130-0000-5220	Shop Supplies O Ring Assortment.
10830	06/27/2018	Customer Refund	17.63	17.63	100-000-0000-2000	Refund Check

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10831	06/27/2018	Customer Refund	38.71	38.71	100-000-0000-2000	Refund Check
10832	06/27/2018	Beyond Software Solutions	1,100.00	240.00	100-600-0000-5406	IT Services
				860.00	100-600-0000-5406	IT Services
10833	06/27/2018	Customer Refund	27.15	27.15	100-000-0000-2000	Refund Check
10834	06/27/2018	Customer Refund	46.18	46.18	100-000-0000-2000	Refund Check
10835	06/27/2018	Customer Refund	43.95	43.95	100-000-0000-2000	Refund Check
10836	06/27/2018	Builders Supply - 29 Palms	83.99	7.52	100-130-0000-5220	Silicone Sealant
				76.47	100-130-0000-5226	3Gal Orange Water Cooler
10837	06/27/2018	Centurylink Business Services	31.12	31.12	100-600-0000-5203	Hatch
10838	06/27/2018	City of Twentynine Palms	400.00	241.00	100-130-0000-5303	City of 29 Palms New Services.
				159.00	100-130-0000-5303	City of 29 Palms New Services.
10839	06/27/2018	Clinical Lab of San Bern.	1,370.00	1,370.00	100-140-0000-5405	Water Samples
10840	06/27/2018	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
10841	06/27/2018	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
10842	06/27/2018	Customer Refund	108.84	108.84	100-000-0000-2000	Refund Check
10843	06/27/2018	Core & Main LP	102.48	102.48	100-130-0000-5220	RT/DI trans gasket 8"
10844	06/27/2018	County Of San Bernardino	70.13	70.13	100-150-0000-5406	Treatment Plant Waste
10845	06/27/2018	Dangelo	2,323.14	367.35	100-825-0000-6001	spool 6" x 2' 6" flg x flg di
				282.61	100-825-0000-6001	6" x 6" flg x grv spool dom
				401.09	100-825-0000-6001	6" x 9' flg x pe spool dom,
				1,009.05	100-825-0000-6001	air vac crispin 4"
				263.04	100-825-0000-6001	6" x 6" flg x flg spool w 1" tap in middle
10846	06/27/2018	Customer Refund	55.56	55.56	100-000-0000-2000	Refund Check
10847	06/27/2018	Desert Hardware	10.00	5.00	100-130-0000-5220	Air Hose Fittings.
				5.00	100-130-0000-5220	Air Hose Fittings.
10848	06/27/2018	Desert Pacific Exterminators	160.00	160.00	100-130-0000-5406	Quarterly Service
10849	06/27/2018	Empire Destructive	79.38	79.38	100-130-0000-5220	Die-Cut Black Vinyl Stickers
10850	06/27/2018	Engineering Resources	1,135.50	1,135.50	100-825-0000-6001	Professional Services
10851	06/27/2018	Customer Refund	54.62	54.62	100-000-0000-2000	Refund Check
10852	06/27/2018	Frontier Communications	142.45	142.45	100-600-0000-5203	Hatch
10853	06/27/2018	Customer Refund	57.08	57.08	100-000-0000-2000	Refund Check
10854	06/27/2018	GoldStreet Designs	5,164.13	5,164.13	100-600-0000-5409	Development 2017 CCR

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10855	06/27/2018	Customer Refund	18.53	18.53	100-000-0000-2000	Refund Check
10856	06/27/2018	Customer Refund	26.10	26.10	100-000-0000-2000	Refund Check
10857	06/27/2018	Customer Refund	27.90	27.90	100-000-0000-2000	Refund Check
10858	06/27/2018	Inland Water Works	2,976.31	957.33	100-000-0000-1499	3/4 Brass gate valve
				399.74	100-000-0000-1499	3/4 X 1 1/2 METER TAIL
				188.56	100-000-0000-1499	1 X 1 1/2 METER TAIL
				35.55	100-000-0000-1499	3/4 X 2 BRASS NIPPLE
				51.72	100-000-0000-1499	3/4 X CLOSE BRASS NIPPLE
				43.10	100-000-0000-1499	3/4 X 3 BRASS NIPPLE
				79.73	100-000-0000-1499	3/4 AMS
				655.12	100-000-0000-1499	1" ZENNER METER MULTI JET
				258.60	100-000-0000-1499	2" BRASS GATE VALVE
				306.86	100-000-0000-1499	2" ZENNER MULTI JET METER
10859	06/27/2018	Customer Refund	38.99	38.99	100-000-0000-2000	Refund Check
10860	06/27/2018	Customer Refund	37.19	37.19	100-000-0000-2000	Refund Check
10861	06/27/2018	Konica Minolta Premier	318.03	318.03	100-600-0000-5223	06/01/2018 - 06/30/2018
10862	06/27/2018	Customer Refund	1.26	1.26	100-000-0000-2000	Refund Check
10863	06/27/2018	Mark Speer Automotive	573.61	573.61	100-130-0000-5407	Veh. #16 A/C Repair.
10864	06/27/2018	Customer Refund	10.15	10.15	100-000-0000-2000	Refund Check
10865	06/27/2018	Mcmaster-Carr Supply Co.	519.36	360.56	100-150-0000-5220	Desiccant
				20.60	100-150-0000-5220	Replacement Filter Element
				138.20	100-150-0000-5220	Filter Element
10866	06/27/2018	Customer Refund	32.51	32.51	100-000-0000-2000	Refund Check
10867	06/27/2018	Napa Auto Parts	53.94	10.32	100-130-0000-5228	Small Tools-Air Hose.
				5.05	100-130-0000-5228	Small Tools-Socket
				100.03	100-130-0000-5222	Veh. #17 Air Brake Chamber.
				102.20	100-130-0000-5222	Veh. #17 Brake Chambers.
				(163.66)	100-130-0000-5222	Veh. #20 Fuel Pump Credit.
10868	06/27/2018	Customer Refund	5.87	5.87	100-000-0000-2000	Refund Check
10869	06/27/2018	O'Reilly Automotive Inc.	15.26	7.78	100-130-0000-5222	Veh. #17 Hose Clamps.
				7.48	100-130-0000-5222	Veh. #17 Hose Clamps.
10870	06/27/2018	Palm Springs Motors Inc.	824.56	65.53	100-130-0000-5222	Veh. #15 Accumulator.

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				349.14	100-130-0000-5222	Veh. #16 A/C Compressor.
				284.55	100-130-0000-5222	Veh. #16 A/C Condensor.
				63.13	100-130-0000-5222	Veh. #16 A/C Accumulator.
				3.31	100-130-0000-5222	Veh. #16 A/C Valve.
				11.90	100-130-0000-5222	Veh. #16 A/C Valve.
				47.00	100-130-0000-5222	Veh. #16 A/C Expansion Valve.
10871	06/27/2018	Customer Refund	60.00	60.00	100-000-0000-2000	Refund Check
10872	06/27/2018	Customer Refund	16.16	16.16	100-000-0000-2000	Refund Check
10873	06/27/2018	Customer Refund	19.90	19.90	100-000-0000-2000	Refund Check
10874	06/27/2018	Powers Electric Products Co.	354.99	249.99	100-130-0000-5228	Depth Finder Wire
				105.00	100-130-0000-5228	Depth Finder Jewels.
10875	06/27/2018	Prudential Overall Supply	499.84	213.90	100-130-0000-5253	Uniforms
				58.06	100-130-0000-5253	Uniforms
				58.06	100-130-0000-5253	Uniforms
				169.82	100-130-0000-5253	Uniforms
10876	06/27/2018	Customer Refund	30.86	30.86	100-000-0000-2000	Refund Check
10877	06/27/2018	Powerplan OIB Rdo Trust #80-5800	412.90	(182.63)	100-130-0000-5222	Veh. #35 Seat Belt.
				392.02	100-130-0000-5407	Generator 69 Diag. & Repair.
				203.51	100-130-0000-5222	Veh. #1 Seat Belt.
10878	06/27/2018	Customer Refund	7.67	7.67	100-000-0000-2000	Refund Check
10879	06/27/2018	Customer Refund	16.56	16.56	100-000-0000-2000	Refund Check
10880	06/27/2018	Customer Refund	48.50	48.50	100-000-0000-2000	Refund Check
10881	06/27/2018	S.C.E.	6,237.23	54.47	100-120-0000-5201	D.H. Resv. & Hydro
				303.93	100-120-0000-5201	Well 15
				822.99	100-120-0000-5201	Booster Two Mile
				49.58	100-110-0000-5201	Well 11
				1,581.04	100-120-0000-5201	Booster Lupine
				1,041.96	100-120-0000-5201	Booster Sullivan
				857.46	100-120-0000-5201	Booster 11A, 11B
				1,473.75	100-110-0000-5201	Well 6, 12
				52.05	100-110-0000-5201	Well 9, Booster 6A, 6B
10882	06/27/2018	Susan L. Simmons	628.67	628.67	100-600-0000-5406	Janitorial Services

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10883	06/27/2018	Southern Calif. Gas Co.	0.88	0.88	100-600-0000-5202	Hatch
10884	06/27/2018	Spectrum Business	289.97	139.98	100-600-0000-5203	La Luna
				149.99	100-150-0000-5203	Joe Davis
10885	06/27/2018	Customer Refund	3.36	3.36	100-000-0000-2000	Refund Check
10886	06/27/2018	TPX Communications	701.76	701.76	100-600-0000-5203	Hatch
10887	06/27/2018	Union Bank	1,933.82	6.48	100-130-0000-5220	Field Supplies-Shelter Bolt Kit(credit card).
				92.22	100-130-0000-5222	Veh. #22-Steps(credit card purchase)
				39.97	100-600-0000-5330	Fuel
				96.00	100-600-0000-5406	Microsoft
				108.64	100-600-0000-5301	Chargers
				19.53	100-600-0000-5301	Office Supplies
				589.35	100-130-0000-5228	Tools
				26.15	100-130-0000-5220	Field Supplies
				20.00	100-600-0000-5303	Subscription
				215.49	100-130-0000-5228	Fuel
				102.78	100-130-0000-5228	Tools
				17.21	100-600-0000-5330	fuel
				600.00	100-610-0000-5330	Training
10888	06/27/2018	Universal Pump & Controls	5,186.44	284.40	100-850-0000-6001	4" DI check Valve F x F
				3,777.04	100-850-0000-6001	Grundfos 40HP 460v 3ph 60Hz 6" Submersible Motor
				1,125.00	100-850-0000-6001	#6/3 w/grnd flat jacketed Submersible Cable
10889	06/27/2018	University of Southern California	346.45	346.45	100-130-0000-5303	Water Purveyor Membership 7/1/2018 - 6/30/2019
10890	06/27/2018	UPS	220.99	17.71	100-600-0000-5302	Shipping
				203.28	100-160-0000-5302	Shipping
10891	06/27/2018	Usa Blue Book	1,429.19	1,093.34	100-140-0000-5211	Stenner Pump 17GPD/100PSI
				335.85	100-140-0000-5211	Steener #2 QuickPro Pump
10892	06/27/2018	Customer Refund	7.65	7.65	100-000-0000-2000	Refund Check
10893	06/27/2018	Verizon Wireless	312.48	312.48	100-600-0000-5203	Wireless
10894	06/27/2018	Customer Refund	6.16	6.16	100-000-0000-2000	Refund Check
10895	06/27/2018	Customer Refund	398.30	398.30	100-000-0000-2000	Refund Check
10896	06/27/2018	Customer Refund	29.55	29.55	100-000-0000-2000	Refund Check
10897	06/27/2018	Customer Refund	4.22	4.22	100-000-0000-2000	Refund Check

Twentynine Palms Water District

Check Date Range: 6/1/2018 thru 6/30/2018

10898	06/27/2018	Yale/Chase Equipment	1,527.50	1,527.50	100-130-0000-5407	Gen. #69 Service Call. ECU Warning.
			Total	\$158,516.61		

9

9.1

TWENTYNINE PALMS WATER DISTRICT

72401 Hatch Road/P. O. Box 1735
Twentynine Palms, CA 92277-1000
PHONE (760) 367-7546 FAX (760) 367-6612

TO: Board of Directors
FROM: Mike Minatrea, Operations Superintendent
DATE: July 16, 2018
SUBJECT: Management Report

A. The Operations and Maintenance Department performed the following tasks during the month of June 2018:

1. Responded to 48 Underground Service Alerts
2. Responded to and repaired
 - a. 0 water main leaks
 - b. 5 water meter leaks
 - c. 0 service line leaks
 - d. 0 fire hydrant repairs/maintenance
3. Installed 2 new services
4. Replaced 3 customer gate valves
5. Performed 3 leak audits
6. Painted 0 fire hydrants
7. Performed 1 customer pressure check
8. Replaced 5 water meters
9. Tested and exercised emergency generators
10. Sounded wells for June
11. 1 water waste inquiry was reported

B. The following customer service tasks were performed:

1. 90 work orders were generated from reading meters
2. 54 work orders were generated from billing variance list
3. 353 work orders were generated for turn on or turn off
4. 364 termination notices were distributed
5. 54 non-pay turn offs were performed
6. 58 extensions were granted
7. 6 extensions were shut off for non-payment
8. 0 payment schedules have been granted
9. 0 payment schedules failed, total outstanding \$0
10. 16 customer requests and 1 inquiry was logged and investigated

C. Valve and Hydrant Maintenance Update

	Valves Exercised (Began 06/15)	Dead Ends Flushed (Began 7/17)
Current Month	0	13
Year to Date	*3,588	232

*Triennial cycle

D. Status of Cross-Connection Control Program (Quarterly)

	In District	2018 Test/Surveys
Cross-Connection Devices	340	222

TWENTYNINE PALMS WATER DISTRICT
JUNE WATER QUALITY AND ENGINEERING REPORT

1. **ENGINEERING**

A. No items to report.

2. **WATER QUALITY**

A. **Chlorine Levels:** Average levels maintained in the storage and distribution system ranged from a low of 0.18 mg/L to a high of 0.30 mg/L. Chlorination point (the point where chlorine is introduced into the distribution system) averages ranged from 0.24 mg/L to 0.57 mg/L.

B. **Bacteria Samples:** A total of 38 routine bacteria samples were collected at test points for the storage and distribution system during this past month. In addition 6 special bacteria samples were collected. All routine and special samples indicated ABSENT for Colilert.

C. **Fluoride Samples:** A total of 15 fluoride samples were collected at established test points for the storage and distribution system, and 6 fluoride samples were taken from potable water production wells. Fluoride levels in the distribution system ranged from a low of .90 mg/L to a high of 1.6 mg/L. Fluoride measurements collected at the wells ranged from a low of 0.30 to a high of 1.9 mg/L.

D. **General Physical:** A total of 11 general physical samples were collected from established locations as a part of routine testing requirements. Levels reported for color are <3.0-5.0, 1 for threshold odor and <0.1 – 0.3 for turbidity.

TWENTYNINE PALMS WATER DISTRICT
Water Production Report
FY 2017/2018

Groundwater Source													
	Mesquite Springs Basin	Fortynine Palms Basin	Eastern Basin	Indian Cove Basin	Total Produced	Total Prior Yr	%Increase Decrease prior year	%Increase Decrease from 2013	New Service	Active Account	Prior Year	%Increase (Decrease)	Main Leaks
July	99.119	128.442	41.659	23.565	292.785	281.965	3.84%	-5.60%	2				1
August	123.835	94.006	30.503	20.795	269.139	275.286	-2.23%	-7.90%	0	7,750	7,703	0.63%	0
Sept.	115.034	80.942	22.277	13.753	232.006	241.554	-5.20%	-5.20%	0				0
October	122.11	58.325	23.787	9.666	213.888	214.323	-0.30%	-0.01	0	7,678	7,610	0.90%	0
Nov.	103.169	55.519	20.440	10.813	189.941	185.785	2.25%	1.50%	1				0
Dec.	85.121	63.505	19.980	7.235	175.841	169.662	3.64%	6.76%	0	7,660	7,497	2.17%	2
Jan.	112.239	40.548	10.997	4.040	167.824	143.544	16.90%	-13.57%	0				0
Feb.	78.907	57.006	19.118	7.808	162.839	146.290	11.31%	-0.02%	1	7,675	7,535	1.85%	0
March	115.697	35.134	16.649	10.385	177.865	180.367	-1.38%	-18.49%	1				0
April	124.586	31.502	26.861	21.314	204.263	192.266	6.24%	-27.28%	0	7,664	7,659	-0.06%	0
May	134.314	53.538	23.743	17.834	229.429	221.783	3.44%	-16.58%	4				0
June	139.224	75.899	30.117	19.817	265.057	268.523	-1.29%	-11.26%	2	N/A	N/A	N/A	0
Totals	1353.355	774.366	286.131	167.025	2580.877	2521.348	2.36%		11				3

Production Totals Expressed in Acre Feet

NOTE: Year to Date Mesquite Springs Basin regeneration production of **19.343** acre feet = **1.41%** treatment loss.

Total Connections in District = 8,098

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TWENTYNINE PALMS WATER DEPARTMENT

FINANCIAL REPORT

For The Month Of

May 2018

***PRELIMINARY -SUBJECT TO YEAR-END
AND AUDIT ADJUSTMENTS***

**TWENTYNINE PALMS WATER DEPARTMENT
STATEMENT OF INVESTMENTS AND RESERVES
For the Period Ending May 31, 2018
(Unaudited)**

<u>Operating Funds & Internal Reserves:</u>	<u>Prior Balance</u>	<u>Deposits</u>	<u>Disbursements</u>	<u>Current Balance</u>	<u>Market</u>
Operating Funds - LAIF	\$ 3,872,483	\$ 200,000	\$ (8,900)	\$ 4,063,583	\$ 4,053,579
Election Fund Reserve - LAIF	20,925	-	-	20,925	20,873
Internal Operating Reserve - LAIF	167,666	-	-	167,666	167,253
Internal Debt Retirement Reserve - LAIF	-	-	-	-	-
Capital Funds for Primary Infrastructure - LAIF	58,900	6,500	-	65,400	65,239
Capital Funds for Secondary Infrastructure - LAIF	50,188	2,400	-	52,588	52,459
Investment Funds - CalTrust	-	-	-	-	-
Total Investments	\$ 4,170,162	\$ 208,900	\$ (8,900)	\$ 4,370,162	\$ 4,359,403

CERTIFICATION

I certify that (1) all investment actions executed since the last report have been made in full compliance with the District's Investment Policy and, (2) the District will meet its expenditure obligations for the next six months as required by California Government Code Sections 53646(b)(2) and (3), respectively.

Cindy Byerrum, CPA
Contract CPA

*** Market values are adjusted on this report on a quarterly basis and recorded in the District's financials statements at the end of the fiscal year*

**Twentynine Palms Water Department
Statement of Revenues and Expenses
For the Period Ending May 31, 2018
(Unaudited)**

	May 2018	April 2018	YTD	Budget	YTD 92%	Prior YTD
1 Operating Revenues	\$ 349,597	\$ 322,827	\$ 3,733,046	\$ 3,880,260	96%	\$ 3,423,393
2 Non-Operating Revenues	66,660	100,843	756,859	654,200	116%	716,162
Total Revenue Available to						
3 Fund Operations & Capital/R&R	416,257	423,669	4,489,905	4,534,460	99%	4,139,555
4 Operating Expenses	281,357	284,268	3,252,505	3,709,380	88%	2,999,091
5 Non-Operating Expenses	16,357	16,357	189,943	199,400	95%	162,658
Net Revenues Available to Fund						
6 Capital Related Expenditures	118,542	123,044	1,047,458	625,680	167%	977,806

No assurance is provided on these financial statements.

The financial statements do not include a statement of cash flows.

Substantially all disclosures required by accounting principles generally accepted in the United States are not included.

Twentynine Palms Water Department
Detail Statement of Revenues and Expenses
For the Period Ending May 31, 2018
(Unaudited)

	May 2018	April 2018	YTD	Budget	YTD 92%	Prior YTD
1 Operating Revenues						
2 Water Sales	\$ 231,017	\$ 211,052	\$ 2,542,427	\$ 2,580,500	99%	\$ 2,318,059
3 RTS	102,098	101,981	1,070,773	1,185,800	90%	998,346
4 Other Operating Revenue	16,482	9,794	119,846	113,960	105%	106,988
5 Total Operating Revenues	349,597	322,827	3,733,046	3,880,260	96%	3,423,393
6 Non-Operating Revenues						
7 Capital Impact Fees	8,900	-	12,275	-	0%	7,150
8 Water Availability Assessment	49,258	49,258	541,842	591,100	92%	541,842
9 Interest Revenue	2,331	15,944	59,993	30,700	195%	22,808
10 Other Penalties	2,791	3,818	37,687	23,700	159%	25,250
11 Reimbursed Expenses	3,180	14,244	85,924	5,000	1718%	15,964
12 Other Non-Operating Revenue	200	17,578	19,139	3,700	517%	103,148
13 Total Non-Operating Revenues	66,660	100,843	756,859	654,200	116%	716,162
14 Total Revenues	416,257	423,669	4,489,905	4,534,460	99%	4,139,555
15 Operating Expenditures						
16 Source of Supply						
17 Labor & Benefits	1,530	1,498	8,227	9,700	85%	9,158
18 Direct Expenses	23,089	21,055	274,927	323,300	85%	283,640
19 Total Source of Supply	24,619	22,552	283,154	333,000	85%	292,798
20 Pumping						
21 Labor & Benefits	516	606	4,396	2,000	220%	900
22 Direct Expenses	9,460	14,628	119,656	139,100	86%	100,713
23 Total Pumping	9,976	15,235	124,052	141,100	88%	101,612
24 Transmission & Distribution						
25 Labor & Benefits	56,657	59,407	694,476	835,700	83%	566,627
26 Direct Expenses	19,271	23,229	232,204	294,900	79%	226,478
27 Total Transmission & Distribution	75,928	82,636	926,680	1,130,600	82%	793,105
28 Treatment Wells						
29 Labor & Benefits	2,673	4,457	40,294	50,700	79%	32,772
30 Direct Expenses	1,618	785	24,514	25,800	95%	21,370
31 Total Treatment Wells	4,290	5,241	64,809	76,500	85%	54,142
32 Treatment Facility						
33 Labor & Benefits	21,617	17,871	196,031	186,000	105%	135,187
34 Direct Expenses	34,229	28,338	465,785	401,400	116%	363,208
35 Total Treatment Facility	55,846	46,208	661,816	587,400	113%	498,395
36 Customer Accounts						
37 Labor & Benefits	18,365	16,562	180,992	241,500	75%	132,629
38 Direct Expenses	2,641	7,295	26,066	51,700	50%	37,722
39 Total Customer Accounts	21,006	23,856	207,058	293,200	71%	170,351

**Twentynine Palms Water Department
Detail Statement of Revenues and Expenses
For the Period Ending May 31, 2018
(Unaudited)**

	May 2018	April 2018	YTD	Budget	YTD 92%	Prior YTD
40 General Administration						
41 Outside Services	17,930	37,027	293,012	299,400	98%	255,977
42 Direct Expenses	32,820	191,151	223,722	319,780	70%	184,463
43 Total General Admin.	50,750	56,142	516,733	619,180	83%	440,440
44 Employee Salaries						
45 Direct Labor	87,279	90,366	1,042,667	1,169,500	89%	1,001,752
46 Less Transfer to Operations	66,569	68,710	783,342	894,400	88%	743,971
47 Total General & Admin. Salaries	20,710	21,656	259,326	275,100	94%	257,781
48 Employee Benefits						
48 Health Benefits	11,730	11,231	123,347	149,900	82%	63,469
49 Vacation / Sick Payouts	4,239	-	44,785	34,300	131%	163,990
50 Retirement Expenses	1,954	(1,225)	24,409	47,600	51%	147,536
51 Total Employee Benefits	17,923	10,006	192,541	231,800	83%	374,994
52 Board of Directors						
53 Directors' Fees	825	725	9,700	12,600	77%	9,075
54 Direct Expenses	(515)	10	6,635	8,900	75%	6,398
55 Total Board of Directors	310	735	16,335	21,500	76%	15,473
56 Total Operating Expenditures	281,357	284,268	3,252,505	3,709,380	88%	2,999,091
57 Non-Operating Expenditures						
58 Miscellaneous Expense	-	-	10,011	-	0%	-
59 Miscellaneous Expense	-	-	10,011	-	0%	-
60 Depreciation Expense	-	-	-	-	0%	-
61 Unfunded PERS	7,824	7,824	86,065	97,000	89%	74,135
62 Unfunded OPEB Liability	8,533	8,533	93,867	102,400	92%	88,523
63 Total Non-Operating Expenditures	16,357	16,357	189,943	199,400	95%	162,658
64 Total Expenditures	297,715	300,625	3,442,447	3,908,780	88%	3,161,749
Net Revenues Available to Fund Capital						
65 Related Expenditures	118,542	123,044	1,047,458	625,680	167%	977,806
71 Transfer From Special Revenue	5,841	10,332	81,317	80,700	101%	73,769
72 Transfers in from SRF for Election	-	-	-	-	0%	-
73 Debt Retirement	-	-	-	-	0%	-
74 Increase (Decrease) In Fund Balance	\$ 73,563	\$ 113,344	\$ 285,174	\$ (2,553,620)	-11%	\$ 660,920

No assurance is provided on these financial statements.

The financial statements do not include a statement of cash flows.

Substantially all disclosures required by accounting principles generally accepted in the United States are not included.

**Twentynine Palms Water Department
Special Revenue Fund
For the Period Ending May 31, 2018
(Unaudited)**

	<u>May 2018</u>	<u>April 2018</u>	<u>YTD</u>	<u>Budget</u>	<u>YTD 92%</u>	<u>Prior YTD</u>
Tower Revenues	\$ 9,174.65	\$ 13,665.69	\$ 117,983.41	\$ 117,400.00	100%	\$ 110,435.95
Less Transfers Out to Fire	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
Less Transfers Out To Water	\$ (5,841.32)	\$ (10,332.36)	\$ (81,316.78)	\$ (77,400.00)	105%	\$ (73,769.32)
Transfer to PARS Trust	\$ (3,333.33)	\$ (3,333.33)	\$ (36,666.63)	\$ (40,000.00)	92%	\$ (36,666.63)
Ending Balance To Retain In LAIF	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>

Twentynine Palms Water Department
Carryover CIP/Current CIP and R&M/Capital Outlay
For the Period Ending May 31, 2018
(Unaudited)

Carryover Capital Approved in Previous Years	Budget FY 17/18	Current Year Expenditures	Remaining Budget / (Over Budget)
District Projects			
USGS Study	150,000	-	150,000
Hazard Mitigation Plan	-	4,525	(4,525)
Treatment Feasibility & Exploration Costs	100,000	51,588	48,412
SGMA	75,000	-	75,000
Salt Nutrient Monitoring Wells	100,000	21,849	78,151
Total Carryover Capital Approved in Previous Years	425,000	77,963	347,037
Capital Improvement Plan			
Chromium VI and Flouride for Well 11B	1,000,000	634	999,366
Fluoride Variance (Expiring) - TP-2, W12, W16	600,000	-	600,000
Well 11B	750,000	485,039	264,961
Total Capital Improvement Plan	2,350,000	485,673	1,864,327
Repairs, Rehabilitation, & Maintenance			
Plant 6 Electrical and Well Upgrade	-	1,148	(1,148)
Emergency Repairs, Unspecified	50,000	78,756	(28,756)
Repiping/Distribution System Upgrades	50,000	1,716	48,284
Meter Replacement Program	75,000	27,715	47,285
Asphalt Repair Vista Del Sol	-	47,374	(47,374)
Fluoride Plant Instrumentation\Coating	10,000	6,003	3,997
Total Repairs & Maintenance	185,000	162,712	22,288
Capital Outlay			
Vehicle/Equipment Replacements	100,000	94,316	5,684
Computer/Technology Replacements	30,000	4,814	25,186
GIS	30,000	165	29,835
Lobby Remodel	100,000	1,958	98,043
Fencing Upgrade	15,000	16,000	(1,000)
One-Time Existing Conditions Sampling Event	25,000	-	25,000
Total Capital Outlay	300,000	117,252	182,748
TOTAL	\$ 3,260,000	\$ 843,600	\$ 2,416,400

9.3

**NO
MATERIAL
PROVIDED**