

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

March 27, 2019 / 6:00 P.M.

AGENDA

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

Next Resolution #19-06
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. Consideration of Resolution 19-05 Intention to Continue Currently Existing Water Availability Assessments of the Twentynine Palms Water District in the Upcoming Fiscal Year 2019/2020
2. Consideration of Platinum Consulting Agreement
3. Discussion of Current Board Meeting Time and Consideration to Modify
4. Appoint Applicant for Vacant Board Seat
 - 1.1 Neal Stephenson
 - 1.2 Angela Wolkow
5. 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 February 27, 2019 and Special Meeting held on March 12, 2019
 - Audit List
6. Items Removed from the Consent Calendar for Discussion or Separate Action
7. Management Reports

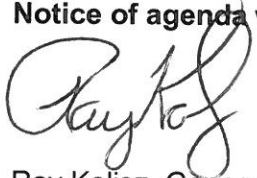
- 7.1 Maintenance
- 7.2 Water Quality
- 7.3 Finance
- 7.4 General Manager

8. Future Agenda Items and Staff Tasks/Directors' Comments and Reports

9. 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., March 22, 2019.



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:	MARCH 27, 2018
FROM:	RAY KOLISZ, GENERAL MANAGER
SUBJECT:	CONSIDERATION TO APPROVE AND ADOPT RESOLUTION 19-05 INTENTION TO CONTINUE CURRENTLY EXISTING WATER AVAILABILITY ASSESSMENTS OF THE TWENTYNINE PALMS WATER DISTRICT IN UPCOMING FISCAL YEAR 2019/2020

BACKGROUND AND DISCUSSION

The Twentynine Palms Water District is authorized by California Water Codes 31031.7 and 31032 to annually fix water availability assessments on parcels of real property within the District to which water is made available for any purpose by the District.

The District currently has a Water Availability Assessment in place that is levied on all parcels within the District, with the exception of properties that were designated as “fire only” properties within certain annexation areas and properties owned by the California Bureau of Land Management. The assessments are collected through San Bernardino property tax bills and the funds are used to pay for capital improvement projects, operational expenses, and maintenance costs associated with the District’s water system and facilities.

Current assessment fees are charged as follows:

- \$30.00 for each parcel that is less than one acre,
- \$30.00 for the first acre, plus \$8.00 per acre for each acre over one acre up to five acres in a parcel, and
- \$7.50 per acre for the sixth and all further acres within a parcel, subject to a maximum per parcel charge of \$1,200.00.

Pursuant to Water Codes Sections 31031 and 31032.1, since the procedures set forth in the Water Code were followed at the time the assessments were originally established, the Board of Directors is authorized to continue the assessments in successive years at the same rates. If rates set forth in the assessment were proposed to be changed, then the procedures of Proposition 218 would need to be followed.

RECOMMENDATION

Approve Resolution 19-05, Intention To Continue Currently Existing Water Availability Assessments of the Twentynine Palms Water District In Upcoming Fiscal Year 2019/2020.

RESOLUTION NO. 19-05

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TWENTYNINE PALMS WATER DISTRICT
OF INTENTION TO CONTINUE CURRENTLY
EXISTING WATER AVAILABILITY ASSESSMENTS
OF THE TWENTYNINE PALMS WATER DISTRICT
IN THE UPCOMING FISCAL YEAR 2019/2020**

WHEREAS, The Twentynine Palms Water District is authorized to annually fix water availability assessments on parcels of real property within the District to which water is made available for any purpose by the District, whether the water is actually used or not;

WHEREAS, such water availability assessments may vary according to land uses and the degree of availability or quantity of use of such water; and,

WHEREAS, the proposed water availability assessments are intended to fund, as in the past, the capital costs or operation and maintenance expenses of District water system facilities serving water, among other purposes, for domestic consumption and property related purposes.

WHEREAS, pursuant to Water Code Sections 31031 and 31032.1, since the procedures set forth in the Water Code were followed at the time the assessments were originally established, the Board is authorized to continue the assessments in successive years at the same rates.

WHEREAS, since the assessments are proposed to be continued at the same rate and not increased, the procedures of Proposition 218 are not applicable.

NOW, THEREFORE, BE IT RESOLVED that this Board of Directors of the Twentynine Palms Water District does hereby propose to fix water availability assessments as follows:

\$30.00 for each parcel that is less than one acre,

\$30.00 for the first acre, plus \$8.00 per acre for each acre over one acre up to five acres in a parcel, and

\$7.50 per acre for the sixth and all further acres within a parcel, subject to a maximum per parcel charge of \$1,200.00.

BE IT RESOLVED FURTHER, that said proposed water availability assessments are not intended to be imposed in areas annexed to the District under the condition that "fire

only” service be provided by the District, or, pursuant to the district’s existing agreement with the San Bernardino County Local Agency Formation Commission, within the Joe Davis or South Hansen annexation areas;

BE IT RESOLVED FURTHER, that the District shall receive and discuss public comments on said water availability assessments at a public hearing to be held on June 26, 2019 at 6:00 p.m. with the public hearing to occur at the Twentynine Palms Water District, 72401 Hatch Road, Twentynine Palms, California; and,

BE IT RESOLVED FURTHER, that the District’s Secretary shall cause due legal notice of the public hearing of June 26, 2019 at 6:00 p.m., pursuant to written advice from the District’s legal counsel.

PASSED, APPROVED AND ADOPTED this 27th day of March 2019.

Ayes:
Noes:
Abstain:
Absent:

Carol Giannini, 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: MARCH 27, 2019
FROM: RAY KOLISZ, GENERAL MANAGER
SUBJECT: CONSIDERATION TO ACCEPT PROPOSAL FROM PLATINUM
CONSULTING GROUP TO CONTINUE FINANCIAL SERVICES FOR
THE DISTRICT

BACKGROUND AND DISCUSSION

Platinum Consulting Group (PCG) has been providing contract financial services for the District since December 2012. The current agreement between PCG and the District is up for renewal and Cindy Byerrum has prepared an updated proposal with an outlined scope of service to continue contract financial services for the District. The proposal is attached for your review.

RECOMMENDATION

Accept proposal from Platinum Consulting Group and authorize the General Manager to prepare and execute a Professional Service Agreement.

Addendum to Original Proposal prepared and accepted by the Twentynine Palms Water District and Platinum Consulting Group, original proposal dated December 7, 2012.

The scope of work in the original agreement is as follows:

- A. Month-end closing of the District's accounting books and records.
- B. Monthly financial statements as required, and as may be changed from time-to-time, by the Board of Directors and/or District Management.
- C. Year-end closing of the District's accounting books and records in accordance with Generally Accepted Accounting Principles.
- D. Preparation of all year-end and/or interim schedules that may be required by the District's independent auditors so the auditors can provide the required annual auditor's opinion of the District's financial statements.
- E. Presence at the District's offices while the District's independent auditors are performing on-site year-end and interim field work.
- F. Monthly reconciliation of all District banking and investment accounts.
- G. Monthly overview, analysis and/or reconciliation of the District's General Ledger accounts.
- H. Periodic review of the District's internal accounting/financial control structure.
- I. Preparation and presentation of the annual budgets, including all meetings with District staff and Board of Directors that may be required by the District.
- J. Preparation and presentation of the mid-year budget review, including all meetings with District staff and the Board of Directors that may be required by the District.
- K. Annual rate and fee evaluation, excluding financial analysis of engineering studies to determine Facility Fees to be charged for new services.
- L. Attendance at all meetings of the District's Board of Directors.
- M. Preparation and documentation of all requests for reimbursement from the District's restricted Construction Fund and Repair & Replacement Fund investment accounts.
- N. Preparation of the Twentynine Palms Finance Corporation's financial reports required by the District.

We will include these additional services and consider them to be in scope services as well:

- 1. Preparation and submission of State Compensation Report.
- 2. Review of auditor prepared State Financial Transactions report.
- 3. Prepare Auditor and Banking RFPs as needed; assist with evaluating proposals and final selection.
- 4. Review and monitoring of internal controls.
- 5. Review of PERS reporting for classic and PEPRA employees to ensure accuracy.
- 6. Review of W-2s, employee fringe benefit taxation, payroll set up to ensure accuracy.
- 7. Review payroll quarterly and annual reports.
- 8. Prepare annual California Sales and Use Tax return.
- 9. Review of 1099s and W-9 process to ensure accuracy.
- 10. Review Projects Modules to ensure the district is capitalizing assets correctly.
- 11. Reconcile all modules (Miscellaneous AR, Fixed Assets, AP, Utility Billing, and Project Module) to the General Ledger on a monthly basis.
- 12. Implementation of best practices based on our experience with other governments.
- 13. Train staff as needed.

Periodic items that will still be out of scope:

1. Work with Rate Study consultants on rate study
2. Labor negotiations
3. Financial and Utility billing system implementation
4. Assist with debt issuances
5. Non-recurring unusual activity that needs additional time and effort not contemplated in this proposal.

We may be able to absorb some of these costs – we would evaluate on a case by case basis as they arise to determine if the budget allows.

The original agreement called for \$8,300 per month in calendar year (CY) 2013, \$6,800 per month in CY 2014, and \$6,000 per month in CY 2015. The proposal was for the Water Fund only, however, when the Fire Department did not transfer services as planned in 2013 we provided those in scope services for the Fire Department at no extra charge. The February 2016 amendment continued the cost at \$6,000 per month for the next three years.

We will provide all in scope service for the current cost of \$6,250 per month to the Water Department providing that we have the ability to work remotely, as well as onsite, as we currently are.

We propose that every 12 months the monthly rate be adjusted by CPI, as determined by the District and PCG at the time of the renewal

Our hourly rates for work outside of scope are:

Cindy Byerrum	\$175
Ian Berg	\$115
Scott Nelsen	\$105

We reserve the right to adjust these hourly rates for major changes in staffing positions or personnel. We will provide 90 days' notice if we anticipate an adjustment to these rates.

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**NO
MATERIAL
PROVIDED**

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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: MARCH 27, 2019
FROM: RAY KOLISZ, GENERAL MANAGER
SUBJECT: REVIEW LETTERS OF INTEREST FROM APPLICANTS TO FILL
VACANCT SEAT ON THE BOARD OF DIRECTORS

BACKGROUND AND DISCUSSION

The District received two letters of interest from members of the community to fill the vacant seat on the Board due to the resignation of Director Sam Moore on January 31, 2019. The Board made the decision to appoint and fill the vacant seat in lieu of an election in which the vacant seat must be filled by April 1, 2109.

Both applicants have been verified by the San Bernardino County Registrar of Voters as eligible applicants.

RECOMMENDATION

To appoint one of the two applicants to fill the vacant seat on the Twentynine Palms Water District Board of Directors.

February 22, 2019

RECEIVED

FEB 22 2019

TWENTYNINE PALMS WATER DISTRICT

Neal Stephenson
73985 Aztec Avenue
Twentynine Palms Ca. 92277
nkstephenson2@msn.com

Ray Kolisz
General Manager
Twentynine Palm Water District
72401 Hatch Road
Twentynine Palms Ca, 92277

Dear Mr. Kolisz

After our recent meeting regarding the position on the Twentynine Palms Water Board I have decided to inquire whether the position is still open.

I recently retired from Riverside County Fire Department of 20 years. During that time, I worked in many different capacities. One being in the Fire Marshal's Office my position included serving the city, plans checking and approving, working with the building department, attending weekly meetings, and fire and life safety inspections. My role also included plan checking water distribution, hydrant placement and all fire department access to and around buildings.

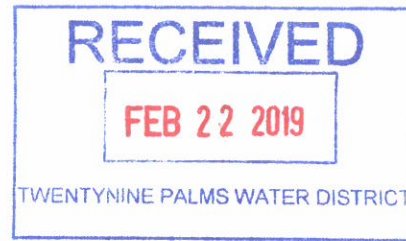
I have worked in the fire service for a total of 25 years with 5 years as a volunteer for Twentynine Palms Fire Department. and 14 years as a union brick layer. I feel my work experience as well as living in 29 Palms as an active member of this community for 26 years would be positive addition to your team on the Twentynine Palm Water Board. I look forward to talk with you soon,

Sincerely,



Neal Stephenson Sr.

Angela Wolkow
(760)401-2316
Princesswolkow@gmail.com



My name is Angela Wolkow. My family has been residing in the high desert since 1970's. My dad Terry Davis was Captain of the Wondervally Fire Department and my late husband, Zachariah Davis was as well. They both were active duty Marine stations here, one until retirement and my late husband until the day he passed in combat. I have two High School boys that attend our local High School that is the reason my family has stayed in this area and have grown to love it. I have ties to the community that run deep, and I know the good and the bad. That our community has experienced together.

I have had the privilege of serving with American Red Cross starting in 2003-currently, I am a Briefing advisor and Case worker years. During my time working as a Volunteer, I have seen many changes and improvements throughout our small community. One thing that has always remained consistent is the way our town can come together as a whole and work together to fix issues that may arise. Our water district is a key essential to our community. I would like to be able to teach others what I know about our community and learn from those who have knowledge I may not. I have owned my home in sun more Estates since 2005 and being a home own in Twentynine Palms, helps me not just see one side of the billing process or the tax process but I am able to see where the money is being spent or is being asked to be spent. I would like to be able to take part of the community to be able to input opinions that I have yet had the chance to do.

I know that changes are necessity's and being able to help those in our community understand why certain changes are needed can help our community as a whole come together and meet at a agreement to topics like drainage ditch issues, etc.

I respectfully request to be given the chance to make a difference. If I am elected, you can count on me to represent our customer concerns with creative solutions.

Respectfully,

Angela Wolkow

Angela R. Wolkow

4729 Round Up Rd. Twentynine Palms, CA 92277 | 760-401-2316 | princesswolkow@gmail.com

Accomplished, dynamic Volunteer Assistant Station Manager with 10+ years of experience with American Red Cross in worldwide stations handling training, organizational planning, and team building. experience integrating emerging technology to improve Emergency Response System. Skilled instructor with experience educating staff, trainers, and volunteers. Thorough understanding of evolving international needs in Emergency and Relief Services. Motivating, disciplined leader excels in high-stress, fast-paced crisis situations. Team player finds resourceful ways to increase efficiency, improve quality of service, and streamline processes. Skilled problem solver with outstanding work ethic and ability to inspire team. Dedicated public servant with background organizing large-scale volunteer efforts. Excellent interpersonal skills; communicates easily with staff, public, chapters, military, government officials and local agencies. Reputation for integrity and commitment to excellence. Skilled in: Staff Training Operational Strategy & Improvement Team Building Budget Oversight Volunteer Recruitment & Retention Cost Containment Mentorship Program & Event Development Public Relations. Specialties: Military, conferences, council, facilitation skills, leadership, management, materials management, MS Office 365 software programs, networking, organizational skills, personnel, policy analysis, public speaking, quality, QuickBooks, safety, training programs,

BACHLORS IN SCIENCE | CURRENT 3RD YEAR STUDENT | GRAND CANYON UNIVERSITY

- Major: Bachelors in Mental Health with Emphasis Trauma
- Minor: Behavioral Science
- Related coursework: PTSD
- Earned a Presidential award for a GPA of 4.0

REGISTERED DENTAL ASSISTANT STATE OF CALIFORNIA | AUGUST 2012 | 29 PALMS, HIGH SCHOOL ROP PROGRAM

- Major: Dental Assisting
- Related coursework: HIPPA Certification, BLS certification, Radiology Certification

Experience

- Leadership: An experienced team leader
- Influencing, leading, and delegating abilities
- Ability to initiate/manage cross-functional teams and multi-disciplinary projects.
- Critical thinking, decision making and problem-solving skills.
- Planning and organizing – Organizational abilities
- Result oriented: Ability to achieve the target within given time
- Excellence Communication skills.
- Negotiating skills
- Conflict resolution.

Adaptability – Efficient under pressure, always meet deadlines

ASSISTANT OFFICE MANAGER | FAMILY DENTISTRY | MARCH 2014-JULY 2016

- Build and maintain positive working relationships with co-workers.
- Other county employees and the public using principles of good customer service.
- Greet patients; take medical history; and prepare patients charts.
- Call insurance company to verify patient's insurance coverage PPO/Medicaid/HMO/DMO.
- Dismiss and check out patients at front desk.
- Enter new patients into the computer.

- Enter patient's treatment into the computer.
- Update address and patients changes into the computer Post BA's in computer.
- Assist doctor with patients, Make night guard, Impression for Space maintainer.

Office Assistant/ Dental Assistant (RDA) — Dr. Hout & Flying Doctors of Southern California Volunteer

- Maintained all the paperwork for the clinic such as the files of patients.
- Scheduled the appointments with the doctor on the phone.
- Streamlined the insurance forms to be sent for filing the necessary claims.
- Updated all patient information in the electronic system along with the necessary invoices.

Caseworker- American Red Cross January 2003-Current 2018

- Supports SAF policies, procedures, and protocols related to Military Family Case Management.
- Works with SAF Volunteer Coordinator, SAF Military Family Caseworker Manager, and SAF Regional Manager (as needed) to provide casework follow-up on SAF cases in the chapter's jurisdictional area in accordance with ARC standards and guidelines. Tasks include accessing the web based SAF Case Management System (Self-Service), making follow up calls, and logging case notes on a regular basis.
- Acquires a working knowledge of Local, State, and Federal Veteran resources.
- Attends scheduled SAF meetings.
- Maintains strict confidentiality of any case notes, names, and other personal information in accordance with Red Cross policies.

Key Volunteer / Family Readiness Advisor-3rd MEFF 2002 to 2009 USMC

Support and assist the unit Family Readiness Program. Assist the FRO or as a Family Readiness Advisor serving as an advisor on family readiness and be part of the unit Family Readiness Command Team.

- Received Advisor/ Assistant Training
- Received PII Training
- Received L.I.N.K.S Training
- Received Key Volunteering Training refresher

Personal References

- Kaleo Leopoldo (760)910-1144
Deputy Protocol Officer Commanding Generals Staff, 29 Palms Ca
- Gary Santiago (305)479-6202
Twentynine Palms, California 92277
- Bonnie Williams (760)3623776
Twentynine Palms, CA 92277
- Nataly Fierro (760)808-4620
Twentynine Palms, Ca 92277

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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**

February 27, 2019 / 6:00 P.M.

Call to Order and Roll Call

President Giannini called the meeting to order at 6:00 p.m., 72401 Hatch Road, Twentynine Palms, California. Those responding to roll call were Directors Bob Coghil, Carol Giannini, Suzi Horn, and Randy Leazer. Also present were General Manager Ray Kolisz, Operations Superintendent Mike Minatrea, Maintenance Superintendent Matt Shragge, Financial Consultant Cindy Byerrum, and District Secretary Cindy Fowlkes.

Pledge of Allegiance

Director Horn led the pledge.

Additions/Deletions to the Agenda

1.A AMI/AMR Discussion and Alternate Funding Options

1.B Review Indemnity Agreement Between the Mojave Water Agency and the Twentynine Palms Water District and Authorize the General Manager to Execute the Agreement

Public Comments

There were none.

1. Discussion of State Water Board Planning Loan

The District's \$1.8 million grant application for a Potable Groundwater Management project for planning and engineering of Well TP-2, hexavalent chromium evaluation and treatment feasibility, and work related to exploring production wells in the Dale Valley Basin, was denied due to eligibility criteria. The State advised the District that a low interest loan was available for the project. The terms of the loan is as follows:

- \$1,800,000 maximum funding amount
- 1.8% interest rate
- Retroactive from February 6, 2018, for expenses incurred after this date
- January 1, 2022 - work completion date
- January 1, 2027 - loan final repayment date

During the three year wait, the District has already started the engineering process of Well TP-2. The District has asked for a six month extension to consider and respond to the loan since costs have increased and the scope of work has changed with new hexavalent chromium regulations being considered.

1.A Review Indemnity Agreement Between the Mojave Water Agency and the Twentynine Palms Water District and Authorize the General Manager to Execute the Agreement

The District was awarded a \$50,000 grant from the Mojave Water Agency as part of the Integrated Regional Water Management Disadvantaged Community Involvement Grant. The money will be used for the Salt Nutrient Management Plan (SNMP). As part of the scope of work, the District proposes to conduct a one-time sampling of private groundwater wells. The data will provide a better understanding of the existing conditions of the groundwater within District boundaries.

Director Coghill moved to authorize the General Manager to execute the agreement with the Mojave Water Agency, seconded by Director Horn, and unanimously approved.

1.B AMI/AMR Discussion and Alternate Funding Options

During the process of legal review of the loan agreement, legal counsel advised that Holman Capital was not a registered Municipal Advisor (RMA). Legal counsel recommended seeking funding from a broker that is registered. The loan was terminated and the District received funding from two RMAs. Anna Sarabian from Fieldman Rolapp Municipal Advisory firm had the best proposal.

- 10 year loan for \$1.5 million or \$2.5 million
- 3.05% interest rate
- \$60,000 financing costs, that includes legal and municipal advisor fees
- The loan can be paid off in 5 years without penalty
- Bank will allow the District to use excess borrowed funds for tangible capital improvements

Staff recommends securing a loan with the assistance of Fieldman Rolapp.

The Board was in agreement to pursue a loan with the help of Fieldman Rolapp for the simultaneous installation of AMI/AMR.

Director Leazer made a motion to have the General Manager pursue a loan up to \$2 million, seconded by Director Horn, and unanimously approved.

2. Consent Calendar

- Minutes of a Regular Meeting held on January 23, 2019
- Audit Lists - December and January

Director Leazer, moved to approve the Minutes and Audit Lists, seconded by Director Horn, and approved unanimously.

3. Items Removed from the Consent Calendar for Discussion or Separate Action

None

4. Management Reports

4.1 Maintenance

Matt Shragge reported that the District responded to 22 Underground Service Alerts, had 0 water main leaks, 0 water meter leaks, 0 service line leaks, 3 fire hydrant repairs, performed 5 customer pressure checks, replaced 12 meters, replaced 6 customer gate valves, and installed 1 new service. 0 water waste inquiries were received. 552 work orders were generated and performed during the month.

4.2 Water Quality

Mike Minatrea reported Water production was down 15.6% as compared to the same month in 2013. 47 routine and 6 special water samples were taken. All samples tested negative for Colilert. Approximately 52,000,000 gallons of water was produced in January.

4.3 Finance

Ms. Byerrum reported that the District revenues are at 55% with expenses at 50%. The budget is being refined with each month's completion. January 2020 is anticipated for a rate study.

4.4 General Manager

Mr. Kolisz informed the Board that Directors Giannini and Coghill attended a joint assembly hearing in Sacramento where Director Coghill and Ray testified against the proposed water tax. The District's dump truck is in need of major repairs and must be replaced in 2020 due to emission regulations. Due to the size and weight requirements, the cost to purchase a new dump truck is between \$150-\$180,000.

5. Future Agenda Items and Staff Tasks/Directors' Comments and Reports

None

6. Adjournment

On motion by Director Horn, seconded by Director Leazer, and approved by the Board, the meeting was adjourned at: 6:47 p.m.

Carol Giannini, President
Board of Directors

Attest:

Ray Kolisz, Board Secretary
Twentynine Palms Water District

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

March 12, 2019 / 3:00 P.M.

Call to Order and Roll Call

President Giannini called the meeting to order at 3:00 p.m., 72401 Hatch Road, Twentynine Palms, California. Those responding to roll call were Directors Bob Coghill, Carol Giannini, Suzi Horn, and Randy Leazer. Also present were General Manager Ray Kolisz, Operations Superintendent Mike Minatrea, Maintenance Superintendent Matt Shragge, and Financial Consultant Cindy Byerrum. District Secretary Cindy Fowlkes was absent.

Pledge of Allegiance

Director Coghill led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

There were none.

1. Authorize the Purchase of a 2020 Kenworth Dump Truck

Director Leazer, made a motion to approve the purchase of a 2020 Kenworth T370 dump truck from Valew Quality Truck Bodies in the amount of \$156,987,84 and to have staff purchase an extended warranty at their discretion, seconded by Director Coghill, and unanimously approved.

2. Authorize General Manager to Submit Position Letters on SB 669 and SB 307

The Legislative Committee is in favor of supporting SB 669 with amendments that would allow greater grant opportunities for water districts like Twentynine Palms. The Committee is recommending opposing SB 307. This bill would create new requirements for findings by state agencies after CEQA has already been finalized.

Director Horn, made a motion to support SB 669 with amendments and oppose SB 307, seconded by Director Coghill, and unanimously approved.

3. Authorizing the Execution and Delivery of a Master Equipment Lease/Purchase Agreement And Other Supporting Documents for AMI/AMR

Staff recommends adopting Resolution 19-04, authorizing the execution and delivery of the Master Equipment Lease/Purchase Agreement.

Director Horn, made a motion to approve Resolution 19-04 authorizing the execution and delivery of a Master Equipment Lease/Purchase Agreement and other supporting documents with Bank of America National Association or one of its affiliates in the amount not to exceed \$2 million, seconded by Director Leazer, and approved by the following roll call vote:

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

4. Future Agenda Items and Staff Tasks/Directors' Comments and Reports

Director Horn would like to discuss the time of the board meetings on the next agenda.

5. Adjournment

On motion by Director Coghill seconded by Director Horn, and approved by the Board, the meeting was adjourned at: 3:23 p.m.

Carol Giannini, President
Board of Directors

Attest:

Ray Kolisz, Board Secretary
Twentynine Palms Water District

Twentynine Palms Water District

Check Date Range: 2/1/2019 thru 2/28/2019

Ck No	Ck Date	Payable To	Ck Amt	Ck Detail	GL Acct No	Description
12130	02/07/2019	Jeff Arwick	302.00	302.00	100-150-0000-5406	Replace Control Contact for HOA on P3 Distribution Pump, and Mis
12131	02/07/2019	Accela, Inc. #774375	1,623.00	1,623.00	100-600-0000-5408	Web Payments with Online-Bills.com
12132	02/07/2019	ACWA/JOINT POWERS INSURANCE AUTHORITY	12,355.57	12,355.57	100-310-0000-5161	Workers' Compensation Quarter 2
12133	02/07/2019	ACWA/JPIA	31,030.21	424.80	100-310-0000-5142	Health Benefits March 2018
				1,719.97	100-310-0000-5144	Health Benefits March 2018
				(3,439.94)	100-600-0000-5399	Health Benefits March 2018
				30,292.61	100-310-0000-5140	Health Benefits March 2018
				2,032.77	100-310-0000-5141	Health Benefits March 2018
12134	02/07/2019	Customer Refund	49.19	49.19	100-000-0000-2000	Refund Check
12135	02/07/2019	Ansafone Contact Centers	74.01	74.01	100-160-0000-5406	Answering Service
12136	02/07/2019	Autozone Inc.	64.79	23.68	100-130-0000-5220	Shop Supplies-Oil Additive.
				4.51	100-130-0000-5220	Shop Supplies-Battery post/terminal Cleaner.
				12.92	100-130-0000-5222	Veh. #11 Air Filter.
				23.68	100-130-0000-5220	Shop Supplies-Oil Additive.
12137	02/07/2019	Axens	39,241.26	39,241.26	100-150-0000-5211	Actiguard AA 400G 14x28 DRM 350LB (Treatment Plant)
12138	02/07/2019	Customer Refund	78.00	78.00	100-600-0000-5330	Reimbursement Class A Permit Test
12139	02/07/2019	Beyond Software Solutions	600.00	600.00	100-600-0000-5406	IT Services
12140	02/07/2019	BIRKSCO	198.00	198.00	100-130-0000-5220	Metal Key Pads, Stop Button, (Paymeter Station)
12141	02/07/2019	Benjamen D. Brewer	16,240.00	2,240.00	100-150-0000-5221	Gate Strobe for office Labor, Material (Treatment Plant)
				6,000.00	100-875-0000-6001	Patio Scope, Patch, Repair all Damaged areas. Elastomeric coat a
				8,000.00	100-850-0000-6001	Main Roof, Scope, Torch Repair Edge metal on south end of roof
12142	02/07/2019	Builders Supply - 29 Palms	101.66	23.64	100-130-0000-5220	1" Ball valve
				7.47	100-130-0000-5220	2x1-1/2 mip x fip bushing
				5.97	100-130-0000-5220	1-1/2x1 pvc m x f bushing
				6.95	100-150-0000-5220	Bristle Chip Brush (Invoice # 24641)
				15.07	100-150-0000-5220	AAA Alkalin Battery (Invoice # 24572)
				42.56	100-150-0000-5220	Filters x5, and Misc pvc (Invoice # 24596)
12143	02/07/2019	Burrtec Waste & Recycling Svcs	253.64	187.46	100-600-0000-5406	Hatch
				66.18	100-150-0000-5406	Amboy

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12144	02/07/2019	Customer Refund	59.67	59.67	100-000-0000-2000	Refund Check
12145	02/07/2019	California Association of Mutual Water Companies	10,000.00	10,000.00	100-600-0000-5303	Community Water Systems Alliance Charter Sponsor
12146	02/07/2019	California Dept. of Tax & Fee Admin.	238.70	238.70	100-150-0000-5303	Hazardous Waste Generator Fee
12147	02/07/2019	Chem-Tech International Inc.	6,385.76	6,385.76	100-150-0000-5211	Load of Acid (Treatment Plant)
12148	02/07/2019	Customer Refund	54.81	54.81	100-000-0000-2000	Refund Check
12149	02/07/2019	Customer Refund	24.13	24.13	100-000-0000-2000	Refund Check
12150	02/07/2019	Desert Hardware	128.74	15.59	100-130-0000-5220	Stencil Numbers/Letters
				13.02	100-130-0000-5220	Inline water filter for ice machine
				40.04	100-130-0000-5220	ace leaf rake poly 24"
				40.06	100-130-0000-5220	cultivator hula-ho
				20.03	100-130-0000-5220	hoe scuffl stirup
12151	02/07/2019	ECS Imaging, Inc	1,800.00	1,800.00	100-600-0000-5406	ECS Installation & Configuration Services
12152	02/07/2019	Engineering Resources	2,102.00	2,102.00	100-825-0000-6001	Source Assessment Well#11-B (CIP Fluoride Well11B)
12153	02/07/2019	Customer Refund	41.96	41.96	100-000-0000-2000	Refund Check
12154	02/07/2019	Customer Refund	39.57	39.57	100-000-0000-2000	Refund Check
12155	02/07/2019	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
12156	02/07/2019	Customer Refund	21.33	21.33	100-000-0000-2000	Refund Check
12157	02/07/2019	Customer Refund	19.80	19.80	100-000-0000-2000	Refund Check
12158	02/07/2019	Customer Refund	54.37	54.37	100-000-0000-2000	Refund Check
12159	02/07/2019	Grainger	92.24	92.24	100-150-0000-5220	Cleanroom Wipes 9"x9"
12160	02/07/2019	Customer Refund	66.88	66.88	100-000-0000-2000	Refund Check
12161	02/07/2019	Customer Refund	77.00	77.00	100-600-0000-5330	Reimbursement ASE Test/Registration
12162	02/07/2019	Customer Refund	14.79	14.79	100-000-0000-2000	Refund Check
12163	02/07/2019	Hi-Desert Publishing Co.	268.80	268.80	100-600-0000-5406	Advertising
12164	02/07/2019	Hi-Grade Materials Co.	94.39	94.39	100-130-0000-5406	Yard debris recycle
12165	02/07/2019	Home Depot Credit Services	906.59	21.97	100-130-0000-5220	quikcrete High strength epoxy
				17.75	100-130-0000-5220	32 oz purple primer
				27.94	100-130-0000-5220	16 oz pvc cement red hot
				41.94	100-130-0000-5220	32 oz pvc cement red hot
				34.95	100-130-0000-5220	16 oz purple primer
				3.96	100-130-0000-5220	button dripper .5gph (garden)

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				9.46	100-130-0000-5220	1/2" x 260" ptfе thread seal tape 5pk
				10.94	100-130-0000-5220	psi compensating dripr 4gph 10pk
				6.47	100-130-0000-5220	button dripper 2gph 25 pk
				7.97	100-130-0000-5220	adj multstream dripr 0-10gph
				2.85	100-130-0000-5220	1/2" pvc cap
				11.37	100-130-0000-5220	6 outlet 6 gph maifold
				4.96	100-130-0000-5220	1/4" barbed tee 50pk
				4.96	100-130-0000-5220	1/4" barbed coupling 50pk
				4.96	100-130-0000-5220	adj drippers 60 deg 10pk
				1.44	100-130-0000-5220	1/2" pvc cap slip
				13.72	100-130-0000-5220	8 outlet adj flow manifold orbit
				59.94	100-130-0000-5220	husky 18" aluminum pipe wrench
				54.60	100-130-0000-5220	8oz thrd sealant w/ptfe t + 2
				324.82	100-130-0000-5220	behr paint 9853 satin deep
				14.74	100-130-0000-5220	1/4" drip irr tubing 100
				215.88	100-130-0000-5220	behr paint 3930 sg deep
				9.00	100-130-0000-5220	paint care fee
12166	02/07/2019	Inland Water Works	18,132.83	199.88	100-000-0000-1499	3/4 X 1.5" meter tail
				1,052.99	100-000-0000-1499	3/4 Brass Check valve
				537.40	100-000-0000-1499	3/4 Brass Gate valve
				495.65	100-000-0000-1499	1" MIP X CTS corp stop
				15,846.91	100-850-0000-6001	Itron Reading Hardware and Software S1018201.002 S1018201.003
12167	02/07/2019	Customer Refund	3.43	3.43	100-000-0000-2000	Refund Check
12168	02/07/2019	Customer Refund	32.71	32.71	100-000-0000-2000	Refund Check
12169	02/07/2019	Customer Refund	48.86	48.86	100-000-0000-2000	Refund Check
12170	02/07/2019	Customer Refund	31.56	31.56	100-000-0000-2000	Refund Check
12171	02/07/2019	Customer Refund	47.88	47.88	100-000-0000-2000	Refund Check
12172	02/07/2019	Customer Refund	12.98	12.98	100-000-0000-2000	Refund Check
12173	02/07/2019	Minolta Business Systems	135.35	135.35	100-600-0000-5223	12/23/2018 - 01/22/2019
12174	02/07/2019	Customer Refund	18.19	18.19	100-000-0000-2000	Refund Check
12175	02/07/2019	Napa Auto Parts	65.01	65.01	100-130-0000-5220	Shop Supplies-Pliers

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12176	02/07/2019	Customer Refund	23.79	23.79	100-000-0000-2000	Refund Check
12177	02/07/2019	Palm Springs Motors Inc.	256.02	73.15	100-130-0000-5222	Veh. #11-Upper Radiator Hose.
				20.46	100-130-0000-5222	Veh. #11-Thermostat w/Seal.
				67.86	100-130-0000-5222	Veh. #11-Idler Assembly And Radiator Cap.
				94.55	100-130-0000-5222	Veh. #11-Blend Door Actuator.
12178	02/07/2019	Customer Refund	20.92	20.92	100-000-0000-2000	Refund Check
12179	02/07/2019	Parkhouse Tire Inc.	1,930.11	875.64	100-130-0000-5222	Veh. #18 Tires.
				557.60	100-130-0000-5222	Veh. #4B Spare Tire.
				248.24	100-130-0000-5407	Veh. #30-Tire Repair
				248.63	100-130-0000-5407	Veh. #34-Tire Repair
12180	02/07/2019	Customer Refund	18.28	18.28	100-000-0000-2000	Refund Check
12181	02/07/2019	Customer Refund	2.33	2.33	100-000-0000-2000	Refund Check
12182	02/07/2019	Pitney Bowes Inc.	191.40	191.40	100-600-0000-5301	Postage Meter Supplies
12183	02/07/2019	Prudential Overall Supply	219.62	141.41	100-130-0000-5253	Uniforms
				78.21	100-130-0000-5253	Uniforms
12184	02/07/2019	Customer Refund	51.82	51.82	100-000-0000-2000	Refund Check
12185	02/07/2019	Customer Refund	24.29	24.29	100-000-0000-2000	Refund Check
12186	02/07/2019	Customer Refund	24.65	24.65	100-000-0000-2000	Refund Check
12187	02/07/2019	Customer Refund	12.59	12.59	100-000-0000-2000	Refund Check
12188	02/07/2019	Customer Refund	30.12	30.12	100-000-0000-2000	Refund Check
12189	02/07/2019	S.C.E.	17,306.55	49.28	100-110-0000-5201	Well 9 Booster 6A, 6B
				741.77	100-110-0000-5201	Well 16
				38.57	100-110-0000-5201	Donnell
				2,190.26	100-110-0000-5201	Well 17
				32.08	100-110-0000-5201	Well 4
				994.87	100-600-0000-5201	Hatch
				1,274.36	100-110-0000-5201	Well 14
				10,674.57	100-110-0000-5201	Well TP-1
				1,310.79	100-150-0000-5201	Plant
12190	02/07/2019	San Bernardino County Fire Protection District	22,554.64	22,554.64	100-000-0000-1800	Fire related property taxes 10/1/2018 - 12/31/2018
12191	02/07/2019	Satmodo LLC	149.66	149.66	100-600-0000-5203	Iridium Monthly Minute Plans

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12192	02/07/2019	Customer Refund	6.53	6.53	100-000-0000-2000	Refund Check
12193	02/07/2019	Susan L. Simmons	1,425.00	1,425.00	100-600-0000-5406	Janitorial Services Feburary
12194	02/07/2019	Southern Calif. Gas Co.	256.43	256.43	100-600-0000-5202	Hatch
12195	02/07/2019	Spectrum Business	139.98	139.98	100-600-0000-5203	La Luna
12196	02/07/2019	Groundwater Recordation Program State Water	90.00	90.00	100-130-0000-5303	T3 Shelton Renewal
12197	02/07/2019	Customer Refund	41.30	41.30	100-000-0000-2000	Refund Check
12198	02/07/2019	Bob Stephenson	125.00	125.00	100-610-0000-5350	Video recording board meeting Jan
12199	02/07/2019	Customer Refund	26.84	26.84	100-000-0000-2000	Refund Check
12200	02/07/2019	Tops'N Barricades Inc.	2,169.56	864.56	100-130-0000-5226	Cone 28" W/6-4" Sleeves
				1,305.00	100-875-0000-6001	Used Arrow Trailer
12201	02/07/2019	U.S. Postal Service	2,500.00	2,500.00	100-160-0000-5302	Permit 39
12202	02/07/2019	Underground Service Alert	510.75	54.55	100-130-0000-5406	27 new tickets
				456.20	100-130-0000-5406	California State Fee for Regulatory Costs 2018
12203	02/07/2019	Union Bank	10.00	10.00	100-600-0000-5408	charges
12204	02/07/2019	United Cerebral Palsy Assoc.	365.36	365.36	100-160-0000-5406	Mail Production
12205	02/07/2019	UPS	110.20	110.20	100-160-0000-5302	Shipping
12206	02/07/2019	Usa Blue Book	435.15	41.90	100-130-0000-5220	Smoke glasses A800
				75.61	100-130-0000-5220	clear glasses A800
				54.90	100-130-0000-5220	Lg leather gloves
				90.60	100-130-0000-5220	XLg leather gloves
				104.49	100-130-0000-5226	Ear plugs
				67.65	100-140-0000-5211	PVC Bulkhead Fitting EPDM Gasket
12207	02/07/2019	Verizon Wireless	433.27	433.27	100-600-0000-5203	Wireless
12208	02/07/2019	Customer Refund	6.12	6.12	100-000-0000-2000	Refund Check
12209	02/07/2019	Customer Refund	50.10	50.10	100-000-0000-2000	Refund Check
12210	02/07/2019	Customer Refund	43.20	43.20	100-000-0000-2000	Refund Check
12211	02/07/2019	Customer Refund	6.78	6.78	100-000-0000-2000	Refund Check
12212	02/07/2019	Customer Refund	73.77	73.77	100-000-0000-2000	Refund Check
12213	02/20/2019	Customer Refund	57.23	57.23	100-000-0000-2000	Refund Check
12214	02/20/2019	Customer Refund	89.77	89.77	100-000-0000-2000	Refund Check
12215	02/20/2019	Customer Refund	60.62	60.62	100-000-0000-2000	Refund Check

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12216	02/20/2019	Beck Oil Inc.	667.16	667.16	100-110-0000-5220	Summit Hypar FG-32 5 1/5 Gal Pal
12217	02/20/2019	Best Best & Krieger	4,806.00	4,806.00	100-600-0000-5403	Professional Services
12218	02/20/2019	Benjamen D. Brewer	2,450.00	2,450.00	100-850-0000-6001	Replace Plywood, Facia, Edge Metal, and Roofing. Installed new S
12219	02/20/2019	Customer Refund	47.39	47.39	100-000-0000-2000	Refund Check
12220	02/20/2019	Centurylink Business Services	21.99	21.99	100-600-0000-5203	Hatch
12221	02/20/2019	City of Twentynine Palms	868.00	868.00	100-130-0000-5303	permit # 477, Hydrant number 3074, repair curb, gutter, sidewalk
12222	02/20/2019	Customer Refund	42.41	42.41	100-000-0000-2000	Refund Check
12223	02/20/2019	Clinical Lab of San Bern.	3,950.50	3,950.50	100-140-0000-5405	Samples
12224	02/20/2019	Robert W. Coghill, Jr.	90.48	90.48	100-610-0000-5330	Mileage Reimbursement
12225	02/20/2019	Customer Refund	34.64	34.64	100-000-0000-2000	Refund Check
12226	02/20/2019	Customer Refund	35.80	35.80	100-000-0000-2000	Refund Check
12227	02/20/2019	County Of San Bernardino	360.75	57.20	100-130-0000-5406	O&M shop waste
				39.57	100-130-0000-5406	o&m shop waste
				161.24	100-150-0000-5406	Treatment plant media waste
				48.93	100-130-0000-5406	O&M tree waste
				16.99	100-130-0000-5406	O&M shop waste
				36.82	100-130-0000-5406	O&M shop waste
12228	02/20/2019	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
12229	02/20/2019	Customer Refund	27.99	27.99	100-000-0000-1000	Refund Check
12230	02/20/2019	Desert Hardware	63.10	13.19	100-130-0000-5220	Pait, Puttyknife
				20.00	100-130-0000-5220	U Bolts, Gorilla Tape
				22.30	100-130-0000-5220	Paint Brush, Masking Tape
				7.61	100-130-0000-5220	JB Weld
12231	02/20/2019	Customer Refund	30.29	30.29	100-000-0000-2000	Refund Check
12232	02/20/2019	Customer Refund	2.75	2.75	100-000-0000-2000	Refund Check
12233	02/20/2019	Eisenhower Occupational Health Services	335.00	335.00	100-600-0000-5406	Physicals
12234	02/20/2019	Customer Refund	19.23	19.23	100-000-0000-2000	Refund Check
12235	02/20/2019	Engineering Resources	9,729.25	9,490.00	100-825-0000-6001	Professional Services
				239.25	100-825-0000-6001	Professional Services
12236	02/20/2019	Customer Refund	26.67	26.67	100-000-0000-2000	Refund Check
12237	02/20/2019	Frontier Communications	164.99	164.99	100-150-0000-5203	Plant

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12238	02/20/2019	Customer Refund	44.35	44.35	100-000-0000-2000	Refund Check
12239	02/20/2019	Customer Refund	48.33	48.33	100-000-0000-2000	Refund Check
12240	02/20/2019	Customer Refund	21.41	21.41	100-000-0000-2000	Refund Check
12241	02/20/2019	Customer Refund	21.98	21.98	100-000-0000-2000	Refund Check
12242	02/20/2019	HASA	1,006.82	1,006.82	100-140-0000-5211	Carboys of Sodium Hypochlorite 12.5% 5 gallon Multi-Chlor NSF 60
12243	02/20/2019	Hi-Desert Publishing Co.	235.20	235.20	100-600-0000-5406	Classified Ad
12244	02/20/2019	Hi-Grade Materials Co.	743.40	231.58	100-130-0000-5406	o&m concrete and asphalt recycle with environmental fee
				511.82	100-825-0000-6001	Concrete (Well #11-B CIP)
12245	02/20/2019	High Desert Mtn. Water Assoc.	100.00	100.00	100-600-0000-5330	Water Distribution Operator Review Class/Benton
12246	02/20/2019	Customer Refund	3.06	3.06	100-000-0000-2000	Refund Check
12247	02/20/2019	Inland Water Works	1,527.90	655.12	100-000-0000-1499	1" ZENNER MULTI JET METER
				624.95	100-000-0000-1499	3/4 X 3/4 SHORT ZENNER MULTI JET METER DIRECT READ
				53.88	100-000-0000-1499	4" Bolt n nut set
				86.20	100-000-0000-1499	6"-8" Bolt n nut set
				107.75	100-130-0000-5220	3/4" x 1/8" neoprene mtr gasket
12248	02/20/2019	Customer Refund	84.76	84.76	100-000-0000-2000	Refund Check
12249	02/20/2019	Customer Refund	41.47	41.47	100-000-0000-2000	Refund Check
12250	02/20/2019	Kennedy/Jenks Consultants	1,968.75	1,968.75	100-600-0000-5412	Professional Services
12251	02/20/2019	Konica Minolta Premier	458.09	302.12	100-600-0000-5223	02/01/2019 - 02/28/2019
				155.97	100-150-0000-5223	02/01/2019 - 02/28/2019
12252	02/20/2019	Customer Refund	44.42	44.42	100-000-0000-2000	Refund Check
12253	02/20/2019	Customer Refund	51.98	51.98	100-000-0000-2000	Refund Check
12254	02/20/2019	Customer Refund	29.63	29.63	100-000-0000-2000	Refund Check
12255	02/20/2019	Merit Oil Company	8,179.70	6,302.25	100-000-0000-1401	2500 Gallon of 87 Unleaded
				1,850.45	100-000-0000-1401	700 Gallon of Clear Diesel #2 Clear
				27.00	100-000-0000-1401	Fuel Surcharge
12256	02/20/2019	Customer Refund	14.67	14.67	100-000-0000-2000	Refund Check
12257	02/20/2019	Office Depot Business Account	96.98	(204.71)	100-875-0000-6001	Credit
				301.69	100-875-0000-6001	Desk, double pedestal
12258	02/20/2019	Pacific Western Bank	3,566.99	119.98	100-130-0000-5220	Charges
				133.61	100-130-0000-5220	Charges

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				10.98	100-600-0000-5301	Charges
				169.71	100-600-0000-5301	Charges
				78.88	100-600-0000-5301	Charges
				206.95	100-610-0000-5301	Charges
				10.01	100-600-0000-5330	Charges
				191.14	100-150-0000-5203	Charges
				52.57	100-600-0000-5203	Charges
				232.74	100-600-0000-5330	Charges
				12.00	100-610-0000-5301	Charges
				63.62	100-610-0000-5301	Charges
				208.96	100-600-0000-5330	Charges
				208.96	100-600-0000-5330	Charges
				208.96	100-600-0000-5330	Charges
				383.40	100-600-0000-5330	Charges
				19.99	100-150-0000-5220	Charges
				96.00	100-600-0000-5406	Charges
				68.70	100-600-0000-5330	Charges
				107.88	100-600-0000-5301	Charges
				105.00	100-875-0000-6001	Charges
				102.95	100-130-0000-5406	Charges
				774.00	100-130-0000-5220	Charges
12259	02/20/2019	Customer Refund	229.80	229.80	100-000-0000-2000	Refund Check
12260	02/20/2019	Customer Refund	138.04	138.04	100-000-0000-2000	Refund Check
12261	02/20/2019	Customer Refund	200.20	200.20	100-000-0000-2000	Refund Check
12262	02/20/2019	Customer Refund	141.00	141.00	100-000-0000-2000	Refund Check
12263	02/20/2019	Customer Refund	123.24	123.24	100-000-0000-2000	Refund Check
12264	02/20/2019	Customer Refund	141.00	141.00	100-000-0000-2000	Refund Check
12265	02/20/2019	Customer Refund	167.64	167.64	100-000-0000-2000	Refund Check
12266	02/20/2019	Customer Refund	135.08	135.08	100-000-0000-2000	Refund Check
12267	02/20/2019	Customer Refund	129.16	129.16	100-000-0000-2000	Refund Check
12268	02/20/2019	Customer Refund	404.44	404.44	100-000-0000-2000	Refund Check

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12269	02/20/2019	Customer Refund	146.92	146.92	100-000-0000-2000	Refund Check
12270	02/20/2019	Prudential Overall Supply	741.40	71.72	100-130-0000-5253	Uniforms
				284.41	100-130-0000-5253	Uniforms
				70.72	100-130-0000-5253	Uniforms
				314.55	100-130-0000-5253	Uniforms
12271	02/20/2019	Reed & Davidson, LLP	140.00	140.00	100-600-0000-5403	Professional Services
12272	02/20/2019	Customer Refund	38.44	38.44	100-000-0000-2000	Refund Check
12273	02/20/2019	Customer Refund	68.02	68.02	100-000-0000-2000	Refund Check
12274	02/20/2019	Customer Refund	40.82	40.82	100-000-0000-2000	Refund Check
12275	02/20/2019	S.C.E.	7,165.62	739.23	100-110-0000-5201	Well 11
				45.48	100-120-0000-5201	D.H. Resv. & Hydro
				863.43	100-120-0000-5201	Booster Two Mile
				1,083.45	100-120-0000-5201	Booster H1N, H2S
				4,434.03	100-120-0000-5201	Booster TP-1
12276	02/20/2019	San Bernardino County	8.00	8.00	100-130-0000-5301	Monthly Assessor parcel map revisions/Feb 2019
12277	02/20/2019	Shoplet.Com	175.12	175.12	100-600-0000-5301	Office Supplies
12278	02/20/2019	Customer Refund	56.18	56.18	100-000-0000-2000	Refund Check
12279	02/20/2019	Spectrum Business	149.99	149.99	100-150-0000-5203	Joe Davis
12280	02/20/2019	Customer Refund	42.78	42.78	100-000-0000-2000	Refund Check
12281	02/20/2019	Customer Refund	60.86	60.86	100-000-0000-2000	Refund Check
12282	02/20/2019	SWRCB-DWOP	90.00	90.00	100-130-0000-5242	Water Treatment Cert Renewal T3/Shelton
12283	02/20/2019	TPX Communications	711.63	711.63	100-600-0000-5203	Hatch
12284	02/20/2019	Tractor Supply Credit Plan	1,141.86	1,141.86	100-825-0000-6001	Tanks
12285	02/20/2019	Union Bank	1,331.48	42.92	100-600-0000-5330	Charges
				28.74	100-600-0000-5330	Charges
				431.00	100-130-0000-5228	Charges
				538.75	100-130-0000-5228	Charges
				10.85	100-130-0000-5220	Charges
				55.17	100-130-0000-5220	Charges
				208.00	100-600-0000-5330	Charges
				16.05	100-600-0000-5408	Charges

Twentynine Palms Water District

Check Date Range: 2/1/2019 thru 2/28/2019

12286	02/20/2019	Usa Blue Book	806.43	529.44	100-140-0000-5211	Chlorine Pocket
				113.85	100-150-0000-5220	USABB pH Electride Single
				105.33	100-140-0000-5211	1/2" Bulkhead Fitting
				57.81	100-140-0000-5211	1/2" Bulkhead Fitting
12287	02/20/2019	Customer Refund	2.09	2.09	100-000-0000-2000	Refund Check
12288	02/20/2019	Vwr Scientific Products Corp.	521.73	521.73	100-825-0000-6001	Cat# 470302-878 Sulfuric Acid LG 2.5L (Pilot Study)
12289	02/20/2019	Customer Refund	2.08	2.08	100-000-0000-2000	Refund Check
12290	02/20/2019	Customer Refund	1.70	1.70	100-000-0000-2000	Refund Check
			Total	\$252,548.44		

7

7.1

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: Matt Shragge, Maintenance Superintendent
DATE: March 18, 2019
SUBJECT: Management Report

A. The Operations and Maintenance Department performed the following tasks during the month of February 2019:

1. Responded to 21 Underground Service Alerts
2. Responded to and repaired
 - a. 0 water main leaks
 - b. 3 water meter leaks
 - c. 0 service line leaks
 - d. 2 fire hydrant repairs/maintenance
3. Installed 2 new services
4. Replaced 8 customer gate valves
5. Performed 4 leak audits
6. Painted 15 fire hydrants
7. Performed 4 customer pressure checks
8. Replaced 11 water meters
9. Tested and exercised emergency generators
10. Sounded wells for February
11. 0 water waste inquiries were reported

B. The following customer service tasks were performed:

1. 174 work orders were generated from reading meters
2. 38 work orders were generated from billing variance list
3. 220 work orders were generated for turn on or turn off
4. 366 termination notices were distributed
5. 45 non-pay turn offs were performed
6. 67 extensions were granted
7. 11 extensions were shut off for non-payment
8. 3 payment schedules have been granted
9. 0 payment schedules failed, total outstanding \$0
10. 16 customer requests and 6 inquiries were logged and investigated

C. Valve and Hydrant Maintenance Update

	Valves Exercised (Began 07/18)	Dead Ends Flushed (Began 7/18)
Current Month	125	23
Year to Date	* 983	154

*Triennial cycle

7.2

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, Treatment/Production Superintendent

DATE: March 12, 2019

SUBJECT: Management 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 0.12 mg/L to a high of 0.38 mg/L. Chlorination point (the point where chlorine is introduced into the distribution system) averages ranged from 0.26 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 8 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 .79 mg/L to a high of 1.5 mg/L. Fluoride measurements collected at the wells ranged from a low of 0.30 to a high of 1.8 mg/L.

*Current fluoride variance of 3.0 mg/L expires in 2023.

D. General Physical: A total of 12 general physical samples were collected from established locations as a part of routine testing requirements. Levels reported for color are <3.0, 1 for threshold odor and <0.1 – 0.4 for turbidity.

TWENTYNINE PALMS WATER DISTRICT
Water Production Report
FY 2018/2019

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	140.59	77.374	32.165	24.176	274.305	292.785	-6.31%	-11.50%	3				1
August	161.772	56.956	37.467	24.471	280.666	269.139	4.28%	-3.95%	5	7,776	7,703	0.93%	1
Sept.	132.623	53.667	33.600	24.591	244.481	232.006	5.37%	0.11%	0				1
October	131.134	45.084	22.702	14.670	213.590	213.888	-0.14%	1.06%	4	N/A	N/A		0
Nov.	109.264	45.486	11.048	11.581	177.379	189.941	-6.61%	-5.19%	2				1
Dec.	85.796	58.458	11.053	13.503	168.810	175.841	-3.99%	2.49%	1	7,660	7,660	0.00%	1
Jan.	118.915	29.388	5.993	6.166	160.462	167.824	-4.38%	-15.60%	1				0
Feb.	102.669	24.017	7.542	3.111	137.339	162.839	-15.65%	-27.94%	2	N/A	N/A		0
March					0.000								
April					0.000								
May					0.000								
June					0.000								
Totals	982.763	390.430	161.570	122.269	1657.032	1704.263	-2.77%		18				5

Production Totals Expressed in Acre Feet

NOTE: Year to Date Mesquite Springs Basin regeneration production of **14.414** acre feet = **1.45%** treatment loss.

Total Connections in District = 8,112

7.3

TWENTYNINE PALMS WATER DEPARTMENT

FINANCIAL REPORT

For The Month Of

Jan 2019

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

**TWENTYNINE PALMS WATER DEPARTMENT
STATEMENT OF INVESTMENTS AND RESERVES
For the Period Ending January 31, 2019
(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	\$ 5,884,370	\$ 281,832	\$ (1,625)	\$ 6,164,577	\$ 6,158,728
Election Fund Reserve - LAIF	20,925	-	-	20,925	20,905
Internal Operating Reserve - LAIF	169,353	913	-	170,266	170,104
Capital Funds for Primary Infrastructure - LAIF	78,782	2,050	-	80,831	80,755
Capital Funds for Secondary Infrastructure - LAIF	60,711	327	-	61,038	60,980
Total Investments	\$ 6,214,139	\$ 285,122	\$ (1,625)	\$ 6,497,637	\$ 6,491,471

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 January 31, 2019
(Unaudited)**

	Jan 2019	Dec 2018	YTD	Budget	YTD 58%	Prior YTD
1 Operating Revenues	\$ 305,448	\$ 321,160	\$ 2,600,116	\$ 4,212,800	62%	\$ 2,456,926
2 Non-Operating Revenues	85,767	66,590	472,936	704,700	67%	469,728
Total Revenue Available to						
3 Fund Operations & Capital/R&R	391,215	387,750	3,073,052	4,917,500	62%	2,926,655
4 Operating Expenses	373,932	327,842	2,280,824	3,962,500	58%	2,158,201
5 Non-Operating Expenses	24,909	24,909	174,364	298,700	58%	123,505
Net Revenues Available to Fund						
6 Capital Related Expenditures	(7,626)	34,999	617,864	656,300	94%	644,949

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 January 31, 2019
(Unaudited)

	Jan 2019	Dec 2018	YTD	Budget	YTD 58%	Prior YTD
1 Operating Revenues						
2 Water Sales	\$ 192,922	\$ 208,669	\$ 1,795,669	\$ 2,861,200	63%	\$ 1,711,106
3 RTS	103,371	101,625	716,441	1,242,500	58%	669,995
4 Other Operating Revenue	9,155	10,866	88,006	109,100	81%	75,826
5 Total Operating Revenues	305,448	321,160	2,600,116	4,212,800	62%	2,456,926
6 Non-Operating Revenues						
7 Capital Impact Fees	1,625	1,985	18,610	-	0%	2,725
8 Water Availability Assessment	49,258	49,258	344,808	591,100	58%	344,808
9 Interest Revenue	33,497	0	67,963	73,700	92%	35,574
10 Other Penalties	1,289	1,156	18,968	34,900	54%	27,773
11 Reimbursed Expenses	5	39	7,104	5,000	142%	57,758
12 Other Non-Operating Revenue	91	14,151	15,483	-	0%	1,090
13 Total Non-Operating Revenues	85,767	66,590	472,936	704,700	67%	469,728
14 Total Revenues	391,215	387,750	3,073,052	4,917,500	62%	2,926,655
15 Operating Expenditures						
16 Source of Supply						
17 Labor & Benefits	2,003	994	10,994	8,600	128%	3,285
18 Direct Expenses	29,494	52,661	193,799	325,200	60%	190,480
19 Total Source of Supply	31,497	53,655	204,793	333,800	61%	193,765
20 Pumping						
21 Labor & Benefits	843	603	3,347	4,900	68%	2,761
22 Direct Expenses	300	17,872	75,295	117,900	64%	77,322
23 Total Pumping	1,143	18,475	78,642	122,800	64%	80,082
24 Transmission & Distribution						
25 Labor & Benefits	100,428	77,074	551,317	1,121,100	49%	456,857
26 Direct Expenses	23,118	28,054	198,216	265,400	75%	140,511
27 Total Transmission & Distribution	123,546	105,128	749,533	1,386,500	54%	597,368
28 Treatment Wells						
29 Labor & Benefits	7,168	4,214	35,452	48,400	73%	24,724
30 Direct Expenses	1,898	-	15,338	31,900	48%	15,114
31 Total Treatment Wells	9,066	4,214	50,790	80,300	63%	39,838
32 Treatment Facility						
33 Labor & Benefits	18,760	16,879	144,171	224,800	64%	107,725
34 Direct Expenses	64,102	11,597	228,551	382,600	60%	355,028
35 Total Treatment Facility	82,862	28,476	372,722	607,400	61%	462,752
36 Customer Accounts						
37 Labor & Benefits	23,941	17,724	145,129	197,700	73%	115,514
38 Direct Expenses	3,050	831	17,760	55,400	32%	11,489
39 Total Customer Accounts	26,990	18,555	162,888	253,100	64%	127,003

Twentynine Palms Water Department
Detail Statement of Revenues and Expenses
For the Period Ending January 31, 2019
(Unaudited)

	Jan 2019	Dec 2018	YTD	Budget	YTD 58%	Prior YTD
40 General Administration						
41 Outside Services	22,105	14,814	174,202	293,700	59%	192,076
42 Direct Expenses	12,682	26,474	145,751	313,900	46%	147,379
43 Total General Admin.	36,507	43,008	323,393	607,600	53%	341,397
44 Employee Salaries						
45 Direct Labor	150,210	102,154	823,517	1,357,200	61%	688,306
46 Less Transfer to Operations	115,385	79,489	632,645	1,057,400	60%	512,934
47 Total General & Admin. Salaries	34,825	22,665	190,872	299,800	64%	175,371
48 Employee Benefits						
48 Health Benefits	12,672	11,841	85,887	166,600	52%	75,102
49 Vacation / Sick Payouts	11,849	18,699	37,231	45,700	81%	31,877
50 Retirement Expenses	1,419	1,419	12,617	28,900	44%	21,228
51 Total Employee Benefits	25,941	31,959	135,736	241,200	56%	128,207
52 Board of Directors						
53 Directors' Fees	1,125	1,025	5,650	15,000	38%	6,900
54 Direct Expenses	431	683	5,805	15,000	39%	5,518
55 Total Board of Directors	1,556	1,708	11,455	30,000	38%	12,418
56 Total Operating Expenditures	373,932	327,842	2,280,824	3,962,500	58%	2,158,201
57 Non-Operating Expenditures						
58 Unfunded PERS	9,909	9,909	69,364	118,700	58%	54,769
59 Unfunded OPEB Liability	15,000	15,000	105,000	180,000	58%	59,733
60 Total Non-Operating Expenditures	24,909	24,909	174,364	298,700	58%	123,505
61 Total Expenditures	398,841	352,752	2,455,188	4,261,200	58%	2,281,706
Net Revenues Available to Fund Capital						
62 Related Expenditures	(7,626)	34,999	617,864	656,300	94%	644,949
63 Carryover Projects	-	-	(12,157)	(495,000)	2%	(77,963)
64 Capital Improvement Projects	(3,443)	(7,878)	(71,178)	(1,700,000)	4%	(195,055)
65 Repair, Rehabilitation, & Maintenance	(15,847)	(16,652)	(151,601)	(380,000)	40%	(84,018)
66 Capital Outlay	(5,707)	(18,072)	(230,241)	(488,500)	47%	(113,421)
67 Transfer From Special Revenue	10,491	6,000	55,750	91,100	61%	53,394
68 Increase (Decrease) In Fund Balance	\$ (22,132)	\$ (1,603)	\$ 208,436	\$ (2,316,100)		\$ 227,886

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 January 31, 2019
(Unaudited)**

	<u>Jan 2019</u>	<u>Dec 2018</u>	<u>YTD</u>	<u>Budget</u>	<u>YTD 58%</u>	<u>Prior YTD</u>
1 Tower Revenues	\$ 13,824.69	\$ 9,333.65	\$ 79,082.97	\$ 131,100.00	60%	\$ 76,727.38
2 Less Transfers Out to Fire	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
3 Less Transfers Out To Water	\$ (10,491.36)	\$ (6,000.32)	\$ (55,749.66)	\$ (91,100.00)	61%	\$ (53,394.07)
4 Transfer to PARS Trust	\$ (3,333.33)	\$ (3,333.33)	\$ (23,333.31)	\$ (40,000.00)	58%	\$ (23,333.31)
Ending Balance	<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 January 31, 2019
(Unaudited)

Carryover Capital Approved in Previous Years	Budget FY 18/19	Current Year Expenditures	Remaining Budget / (Over Budget)
District Projects			
1 GW Mgmt. Plan & Urban Water Mgmt. Plan	\$ 45,000	\$ -	\$ 45,000
2 Treatment Feasibility & Exploration Costs	150,000	12,157	137,843
3 Salt Nutrient Monitoring Wells	100,000	-	100,000
4 Asset Management Plan	100,000	-	100,000
5 USGS Study	100,000	-	100,000
6 Total Carryover Capital Approved in Previous Years	495,000	12,157	482,843
7 Capital Improvement Plan			
8 Chromium VI and Flouride for Well 11B	500,000	-	500,000
9 Fluoride Variance (Expiring) - TP-2, W12, W16	1,200,000	7,410	1,192,590
10 Well 11-B	-	63,768	(63,768)
11 Total Capital Improvement Plan	1,700,000	71,178	1,628,822
12 Repairs, Rehabilitation, & Maintenance			
13 Plant 6 Electrical and Well Upgrade	75,000	21,337	53,663
14 Emergency Repairs, Unspecified	50,000	7,954	42,046
15 Repiping/Distribution System Upgrades	50,000	25,772	24,228
16 Reservoir Recoating / Cathodic Protection	20,000	-	20,000
17 Meter Replacement Program	50,000	50,742	(742)
18 Well Rehabilitation	75,000	45,796	29,204
19 Fluoride Plant Instrumentation\Coating	10,000	-	10,000
20 Treated Water Reservoir Coating	50,000	-	50,000
21 Total Repairs & Maintenance	380,000	151,601	228,399
22 Capital Outlay			
23 Vehicle/Equipment Replacements	175,000	162,704	12,296
24 Computer/Technology Replacements	30,000	27,099	2,901
25 GIS	25,000	3,000	22,000
26 Administrative Building\Office Remodel	75,000	20,278	54,722
27 Fencing Upgrade	20,000	10,850	9,150
28 Energy Efficiency Projects	150,000	-	150,000
29 One-Time Existing Conditions Sampling Event	13,500	6,310	7,190
30 Total Capital Outlay	488,500	230,241	258,259
31 TOTAL	\$ 3,063,500	\$ 465,178	\$ 2,598,322

7.4

**NO
MATERIAL
PROVIDED**