

**A REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE TWENTYNINE PALMS WATER DISTRICT**

**To be held via teleconference 1 (866) 899-4679 | Assess Code: 704 741 093#**

In an effort to protect public health and prevent the spread of COVID-19 (Coronavirus), and in accordance with the Governor's Executive Order N-29-20, the public may listen to this Board of Directors meeting via teleconference and make public comments, as there will be no public location for attending in person.

**May 27, 2020 / 4:00 P.M.**

**AGENDA**

Next Resolution #20-03  
Next Ordinance #99

Call to Order and Roll Call

Pledge of Allegiance

Additions/Deletions to the Agenda

Public Comments

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. Review First Draft of Fiscal Year 2020/2021 Budget
2. LAFCO Election Appointment
3. Consideration to Approve the Purchase of Equipment
4. Review and Approve Amendment No.1 to the Master Equipment Lease and Purchase Agreement
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 April 22, 2020
  - 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. Closed Session: Public Employee Performance Evaluation (Per Government Code § 54957)

Title: General Manager

9. Closed Session-Conference with Labor Negotiators Pursuant to Government Code section 54957.6

Agency Designated Representative: Ray Kolisz, General Manager

Employee Organization: American Federation of State, County and  
Municipal Employees ("AFSCME") Local 1902

10. Consider Approval of a Sideletter of Agreement between Twentynine Palms Water District and AFSCME Local 1902

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

12. 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., May 22, 2020.**



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.

**\*\*\* NOTE: State Executive Order N-29-20 suspends the following Brown Act requirements: Members of the public can access the teleconferencing location, that agendas be posted at all teleconferencing sites, and that at least one board member be physically present at the location specified in the notice of the meeting or be calling from within the district boundaries.**

1

**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: MAY 22, 2020  
FROM: RAY KOLISZ, GENERAL MANAGER  
PRESENTED AND PREPARED BY: CINDY BYERRUM  
SUBJECT: PRESENTATION OF DRAFT FISCAL YEAR 2020/2021 ANNUAL BUDGET

**BACKGROUND AND DISCUSSION**

The District adopts a one year budget annually in May or June for the next fiscal year. The District's CPA, Cindy Byerrum, creates the budget and works with staff to update projections, assumptions, and to identify operating and capital needs for the next fiscal year.

The proposed budget for review has five schedules as follows:

- A. Schedule A – Summarizes all revenues and expenses
- B. Schedule B – Provides more detail on revenues and expenses
- C. Schedule C – Detail on salaries and benefits
- D. Schedule D – Capital Improvement Program
- E. Schedule E – Special revenue fund budget which accounts for cell tower revenue

**RECOMMENDATION**

Direct staff to make changes or adjustments if necessary and prepare final version for approval and adoption at the June 2020 Board of Directors Meeting.

# Twentynine Palms Water Budget Schedules & Line Items: Proposed Budget

---

## SCHEDULE A: SUMMARY BUDGET

This schedule summarizes the operating and non-operating revenues, operating and non-operating expenses, debt service, debt proceeds, capital related expenditures, and transfers in and out of the Water Department. Line 8 measures the difference between revenues and expenses; which results in net revenues remaining to fund the District's Capital Improvement Program. The District is budgeted to have \$240,900 in net revenues available to fund Capital Projects.

Line 9 shows the debt proceeds received to fund the AMI / AMR Capital Improvement project in the prior year. Lines 10-13 outline the District's Capital Improvement Program (CIP) expenses by category. Line 14 provides a sub-total of total capital expenditures with any receipt of debt proceeds included. Line 15 then adds in the transfer of the cell tower revenues from the Special Revenue Fund. This amount represents the total cell tower lease revenue expected to be received, less the \$40,000 contribution to the pension trust which funds the CalPERS unfunded accrued actuarial liability for past Fire Department employees (the last annual transfer obligation occurs on July 1, 2020).

Line 16 depicts the increase or decrease in fund balance planned for the year. The amount will fluctuate year to year, with some years positive and some negative, primarily as the District's CIP fluctuates. This drawdown of fund balance was anticipated in the District's 2015 rate study. The District is currently undergoing another rate study to provide information and assistance in setting future rates and determining future cash flows.

## SCHEDULE B: DETAIL BUDGET

This Schedule shows the detailed budget for the District and will be used during FY 2020/21 while reporting monthly operating results to the Board.

The first column (A) is the Adopted Budget for Fiscal Year 2019/20. The second column (B) represents projected year-end balances for Fiscal Year 2019/20. These amounts are estimates of how we will end the year; actual results will vary. The third column (C) displays the Proposed Budget for FY 2020/21. The fourth (D) and fifth (E) columns are the \$ and % changes from the Projected 2019/20 results to the Proposed FY 2020/21 Budget.

### **REVENUES**

#### Line 2 Water Sales

- This category contains all volumetric water sales including residential, commercial, construction water, and Aqua Loader sales. FY 2019/20 revenues are projected to end the year under budget due to expected revenue loss due to the COVID-19 pandemic. Rates are budgeted to increase 6% in FY 2020/21 with a 6% rate increase adopted for consumption after January 1, 2020, and another expected 6% rate increase effective January 1, 2021. These expected increases are offset with revenue reductions during the first quarter of the fiscal year (July – September 2020) due to the COVID-19 pandemic. The FY 2020/21 budget assumes no increase or decrease to consumption in comparison to FY 2019/20.

### Line 3 RTS Revenues

- The Readiness-To-Serve (RTS) revenues represent the fixed charges on customer bills which will vary by water meter size. Overall RTS charges are budgeted to be \$1.321 million for FY 2020/21. This figure contemplates billing only active meters (currently) and anticipates the 6% rate increase effective January 1, 2020 along with another expected 6% rate increase effective January 1, 2021. These expected increases are offset with revenue reductions during the first quarter of the fiscal year (July – September 2020) due to the COVID-19 pandemic.
- **Billing Inactive Meters:** *Billing inactive meters is common in most water agencies and is a Board policy decision that can be contemplated in the future. Additionally, many agencies bill the landlord for RTS charges when a renter moves out. It can be argued that fixed costs of a Water District remain the same regardless if a property is rented or not. This is another area of revenue that the Board could consider in the future.*

### Line 4 Other Operating Revenues

- This includes fees such as Late Penalties, Meter Installation Fees, New Account fees, Application Fees and Reconnection related fees. Overall, these revenues were budgeted conservatively since these revenues are unpredictable. Meter Installation fees are budgeted at zero for FY 2020/21 because activity is unpredictable. Late Penalties are budgeted with a reduction due to the COVID-19 pandemic.

### Line 7 Capital Impact Fees

- Capital Impact Fees are fees imposed on developers or homeowners for new development. FY 2020/21 is budgeted at zero to be conservative since receipts are unpredictable.

### Line 8 Water Availability Assessment

- These fees are the annual property tax fees assessed on homeowners for making water available to property owners. FY 2020/21 is budgeted similarly to actual results from FY 2018/19 as no increase is contemplated.

### Line 9 Interest Revenues

- Interest is primarily earned on the District's Checking account and investments in the State of California's Local Agency Investment Fund (LAIF). Interest revenues are budgeted expected to decrease with falling interest rates during FY 2020/21.

### Line 10 Other Penalties

- Other Penalties includes property tax penalty collections by the County of San Bernardino. These revenues are hard to predict and can vary greatly from year to year. FY 2020/21 is budgeted at the same amount as the FY 18/19 actual results with no increase to be conservative.

### Line 11 Reimbursed Expenses

- Includes billing customers or persons for reimbursements regarding damage to a district property (typically fire hydrants/meters). Reimbursed Expenses are difficult to predict and are budgeted conservatively due to the unknown timing and frequency of these revenues. Generally, these revenues are a minimum of \$5,000 per year and are budgeted accordingly.

Line 12 Misc. Non-Operating Revenue

- Includes money received from grants, scrap sales of inventory, proceeds from the sale of assets as well as non-sufficient fund (NSF) charges. Generally, these revenues are hard to predict and are budgeted conservatively since receipt of funds is uncertain. FY 19/20 was budgeted higher at \$25,000 with the expectation of \$10K in recycling revenue and \$15K in proceeds from the sale of two District trucks. FY 2020/21 is budgeted to receive \$10K in recycling revenues.

**EXPENDITURES**

Line 16-19 Total Source of Supply: Includes costs associated with pumping the water from the aquifers into the water system.

- This category includes the allocation of labor and benefits as well as other direct expenditures such as electricity (budgeted for a 3% increase), field supplies, radio equipment, state/local permits and fees, and outside services. Direct Expenses are budgeted at a 3% increase for electricity and fees, and other various items.

Line 20-23 Pumping: Includes costs associated with pumping water through the system to the various reservoirs and then to the customer.

- This category includes the allocation of labor and benefits as well as other direct expenditures such as electricity (budgeted for a 3% increase), field supplies, and outside services. Direct expenses are budgeted similarly to FY 19/20 projected results and adopted budget.

Line 24-27 Transmission and Distribution: Includes costs to maintain assets in the District's transmission and distribution system as well as general operating expenses.

- This category includes the allocation of labor and benefits as well as other direct expenses such as minor replacements to the distribution system (pipeline, meters, valves, meters, etc...), vehicle costs, uniforms and licensing costs, engineering fees, small tools, and other expenses to operate the distribution system. Labor & Benefits are budgeted to increase based on anticipated operations focus during FY 20/21. Direct Expenses are budgeted to decrease based on lower vehicles repairs and maintenance as heavy equipment is replaced.

Line 28-31 Treatment Wells: Includes costs to treat water at the well sites.

- This category includes the allocation of labor and benefits as well as other direct expenses such as chemicals and lab testing. FY 20/21 is budgeted for 2% inflationary increases in expenses.

Line 32-35 Treatment Facility: Includes costs to treat water at the fluoride removal plant and the arsenic treatment.

- Primary costs in this category include chemicals and supplies to treat water, costs to operate the treatment plant, permit fees, and repairs and maintenance. Labor and benefits allocations are anticipated to increase in comparison to 2019/20 projected results due to increased staffing costs. Direct expenses are budgeted to decrease primarily due to the absence of an extra 2019/20 media purchase (\$100K) and Filterpress repair (\$15K). These decreases are somewhat offset by increases applied to chemicals, electricity, and inflation.

Line 36-40 Customer Accounts: Includes costs to read customer meters, labor and benefits, postage and supplies to maintain customer accounts, and uncollectible accounts expense.

- Line 38: During 2019/20 the District hired (2) temporary employees for 6 months to fulfill additional duties associated with the AMI project. These costs will not take place during 2020/21.
- Line 39: Uncollectible accounts is the highest expense in this category, budgeted at \$43,100 for FY 2020/21. This expense is budgeted to increase with the implementation of SB 998 and the short-term effects of the Covid-19 crisis. The District is exploring more cost-effective options to collect on outstanding balances.

Line 41-45 Total General Administration: This category includes costs to operate the water district that cannot be attributed to the other functions already identified above.

- Line 42: Labor and Benefits includes District office staff and 50% of the General Manager's salary. These costs are anticipated to increase due to increased staffing costs for transition staff in the office.
- Line 43: Outside Services in this category include audit & accounting, legal, banking and other professional fees. FY 2020/21 is budgeted lower than 2019/20 projected year-end due to one-time costs associated with the rate study (\$40K study, \$10K accounting), salary survey (\$30K), and legal fees for MOU negotiations (\$15K) that occurred during FY 2019/20. These costs are not expected in FY 2020/21.
- Line 44: Direct Expenses included are costs to operate the District headquarters, property and liability insurance, office supplies, postage, and LAFCO annual fees.
  - Most expenses in this category are budgeted to remain consistent with prior year or may have modest increases due to inflation.
  - The budget for Grant writing services is proposed at \$25,500. External grant writers are crucial in securing grant funding for District capital projects and help relieve pressure on the budget.

Line 46 Total District Labor (Informational): Includes a total District Labor (salaries & wages only) analysis for all employees. Total District Labor is anticipated to increase with a COLA adjustment (2.5%) and various merit increases to valuable employees. Please refer to **Schedule C** for additional detail and assumptions regarding salaries and benefits.

Line 47-52 District Benefits (Informational): Includes an analysis of the total health benefits, payroll taxes, workers compensation, and CalPERS costs to the District.

- Line 48: Health, Dental & Vision insurance is budgeted to increase 9% due to a full staffing for the year and an estimated 5% increase from ACWA JPIA, which occur on January 1, 2020.
- Line 49-50: Payroll taxes and Workers Compensation are budgeted to increase in coordination with the merit and COLA pay increases.
- Line 51: CalPERS Retirement costs are budgeted to increase in coordination with the merit and COLA pay increases, full staffing and increased plan contribution rates. Please refer to **line 6 in the Schedule C section** of this narrative for detail regarding specific rates.
- Line 52: Provides a total cost of combined District benefits.

Line 53-56 Payouts & Retiree Medical: Includes sick and vacation payouts for current District employees and medical benefits for anticipated retirees.



Line 57-60 Total Board of Directors: Includes costs related to the Board of Directors meetings, training, and travel. Directors Fees and Direct expenses are projected to end the year under budget due to lack of travel due to the COVID-19 pandemic.

Line 63-66 Debt Service: The category accounts for all principal and interest payments for District debt. The District issued \$2 million in debt in May 2019 in order to fund the AMI / AMR capital project. This debt was issued for 10 years at 3.05% interest.

Line 67 Unfunded PERS Annual Payment: This is the amount the District is required to send CalPERS each year to pay down the District's Unfunded Accrued Actuarial Liability (UAAL). As of June 30, 2018 (the last valuation date provided by CalPERS), the District's plan was 75.8% funded.

Line 72 Unfunded Pension and Other Post-Employment Benefits (OPEB) Trust Payments: There is \$50,000 budgeted to transfer to the CERBT (California Employment Retirement Benefit Trust) irrevocable trust to fund a reserve to pay the Other Post-Employment Benefits liability for payment of future retiree health benefits. The other \$50,000 is to fund a proposed Pension trust with PARS, that can be used in the future to pay down the unfunded pension obligations. These transfers are half of the amounts transferred in the prior years.

Line 73 Debt Proceeds: \$2 million in debt proceeds were received to fund the AMI / AMR Capital Improvement project in May 2019.

Line 74-77 Capital Related: See Schedule D for explanations.

Line 78: Transfers In - Special Revenue Fund: Cell Tower Revenues are accounted for in the Special Revenue Fund. The funds are transferred to the Water Fund, less the \$40,000 per year transfer to the pension trust fund (the last annual transfer obligation occurs on July 1, 2020) that contributes towards the funding of the CalPERS unfunded accrued actuarial liability for past Fire Department employees.

Line 79 Increase (Decrease) in Fund Balance: This is the amount the District projects to increase or decrease fund balance during the fiscal year. Some years will be positive and some years will be negative, mainly based on Capital Improvement Projects spending for the year. The decrease in Fund Balance is primarily caused by the District's Capital Improvement Plan, totaling \$3.325 million for FY 2020/21.

## SCHEDULE C: PERSONNEL COSTS

This schedule lists the detail of salaries and wages, paid leave, employee benefits, payroll taxes and worker's compensation. Major assumptions include:

Line 2: Regular Salary and Overtime is increasing due to:

- Merit increases averaging 3.5%
- A Cost of Living Adjustment (COLA) of 2.5%

Line 4: Vacation and Sick Leave is budgeted for an estimate of paid time off employees will to be able to cash out during FY 2020/21.

Line 7: CalPERS Pension Payments rates are 14.729% of base salary for Classic members, and 7.732% for Public Employee Pension Reform Act (PEPRA) employees, which are generally employees hired after January 1, 2013. District employees contribute their full 8% Employee Contribution.

Line 8: Social Security and Payroll Taxes includes costs for FICA, Medicare, Employee Training Tax (ETT), and State Unemployment Insurance (SUI).

Line 9: Group Medical Insurance expenses are estimated to increase 5% per preliminary estimates from ACWA.

Line 10: Group Dental and Vision Insurance is estimated to increase by 2% or less.

Line 11: Group Life Insurance is estimated to increase by 2% or less.

Line 12: Worker's Compensation Insurance: FY 2020/21 is budgeted similarly to projected 2019/20 year-end results.

#### **SCHEDULE D: CAPITAL/REPAIRS & MAINTENANCE**

The schedule represents the following four categories of capital related spending (capital, and repairs & maintenance):

Line 1-11 District Projects: are overall general projects that do not involve capital construction or repairs and replacement.

Line 12-19 Capital Improvement Plan: is the plan for new capital improvements. These assets may be constructed or procured by the District.

Line 20-35 Repairs, Rehabilitation & Maintenance: are expenses to maintain and repair the District's assets, and costs to replace existing assets.

Line 36-44: Capital Outlay: are costs to purchase fixed assets for the Water Department (such as vehicles, furniture, radios, etc...) that are over the District's minimum capitalization policy of \$5,000.

#### **SCHEDULE E: SPECIAL REVENUE FUND**

This schedule is the Special Revenue Fund, which will be used to account for telecommunication lease revenues. The District is in the middle of an agreement to transfer \$40,000 per year, beginning on 7/1/16 and ending on 7/1/20, to the Pars Pension Retirement Irrevocable Trust, which will be used to the fund the CalPERS Unfunded Accrued Actuarial Liabilities for the past Fire employees' retirement.

# **TwentyNine Palms Water District**

## **Proposed Budget**

**Fiscal Year 2020 / 2021**



# TwentyNine Palms Water District

## Proposed Budget Summary

### Fiscal Year 2020/21

Schedule A

|  | A                            | B                                | C                             |
|--|------------------------------|----------------------------------|-------------------------------|
|  | Adopted<br>Budget<br>2019/20 | Projected<br>Year-End<br>2019/20 | Proposed<br>Budget<br>2020/21 |
| 1 Operating Revenues   | \$ 4,511,800                 | \$ 4,129,600                     | \$ 4,311,400                  |
| 2 Non-Operating Revenues   | 780,300                      | 811,600                          | 766,400                       |
| <b>3 Total Revenue Available to Fund Operations &amp; Capital</b>  | <b>5,292,100</b>             | <b>4,941,200</b>                 | <b>5,077,800</b>              |
| 4 Operating Expenses   | 4,406,800                    | 4,272,000                        | 4,323,900                     |
| 5 Non-Operating Expenses   | 366,700                      | 424,200                          | 269,500                       |
| 6 Total Debt Service   | 249,200                      | 249,200                          | 243,500                       |
| <b>7 Total Expenses &amp; Debt Service</b>                         | <b>5,022,700</b>             | <b>4,945,400</b>                 | <b>4,836,900</b>              |
| <b>8 Net Revenues Available to Fund Capital Expenditures</b>       | <b>269,400</b>               | <b>(4,200)</b>                   | <b>240,900</b>                |
| 9 Debt Proceeds  | 2,000,000                    | 2,000,000                        | -                             |
| 10 District Projects   | (205,000)                    | (70,000)                         | (415,000)                     |
| 11 CIP Projects  | (3,000,000)                  | (2,242,500)                      | (2,300,000)                   |
| 12 Repairs & Replacement   | (795,000)                    | (115,000)                        | (385,000)                     |
| 13 Capital Outlay  | (295,000)                    | (203,000)                        | (225,000)                     |
| <b>14 Sub-Total: Net Debt Proceeds / Capital</b>                   | <b>(2,295,000)</b>           | <b>(630,500)</b>                 | <b>(3,325,000)</b>            |
| 15 Transfers in from Special Revenue Fund (SRF)                    | 95,100                       | 93,400                           | 97,400                        |
| <b>16 Increase (Decrease) in Fund Balance</b>                      | <b>\$ (1,930,500)</b>        | <b>\$ (541,300)</b>              | <b>\$ (2,986,700)</b>         |
| <b>17 Projected Cash &amp; Investments Beg. Balance - July 1st</b> |                              |                                  | <b>\$ 7,000,000</b>           |
| <b>18 Projected Cash &amp; Investments End Balance - June 30th</b> |                              |                                  | <b>\$ 4,013,300</b>           |



# TwentyNine Palms Water District

## Proposed Budget Detail

### Fiscal Year 2020/21

Schedule B

|   | A                            | B                                | C                             | D                        | E                       |
|---|------------------------------|----------------------------------|-------------------------------|--------------------------|-------------------------|
|   | Adopted<br>Budget<br>2019/20 | Projected<br>Year-End<br>2019/20 | Proposed<br>Budget<br>2020/21 | \$ Difference<br>(C - B) | % Difference<br>(D / B) |
| <b>1 Operating Revenues</b>                     |                              |                                  |                               |                          |                         |
| 2 Water Sales (Volumetric)                      | \$ 3,055,500                 | \$ 2,757,900                     | \$ 2,900,100                  | \$ 142,200               | 5%                      |
| 3 Readiness-To-Serve (Fixed)                    | 1,342,300                    | 1,263,000                        | 1,321,000                     | 58,000                   | 5%                      |
| 4 Other Operating Revenue                       | 114,000                      | 108,700                          | 90,300                        | (18,400)                 | -17%                    |
| <b>5 Total Operating Revenues</b>               | <b>4,511,800</b>             | <b>4,129,600</b>                 | <b>4,311,400</b>              | <b>181,800</b>           | <b>4%</b>               |
| <b>6 Non-Operating Revenues</b>                 |                              |                                  |                               |                          |                         |
| 7 Capital Impact Fees                           | -                            | 17,400                           | -                             | (17,400)                 | -100%                   |
| 8 Water Availability Assessment                 | 591,100                      | 578,900                          | 578,900                       | -                        | 0%                      |
| 9 Interest Revenue                              | 124,300                      | 150,000                          | 142,500                       | (7,500)                  | -5%                     |
| 10 Other Penalties                              | 34,900                       | 30,000                           | 30,000                        | -                        | 0%                      |
| 11 Reimbursed Expenses                          | 5,000                        | 22,600                           | 5,000                         | (17,600)                 | -78%                    |
| 12 Miscellaneous Non-Op Revenue                 | 25,000                       | 12,700                           | 10,000                        | (2,700)                  | -21%                    |
| <b>13 Total Non-Operating Revenues</b>          | <b>780,300</b>               | <b>811,600</b>                   | <b>766,400</b>                | <b>(45,200)</b>          | <b>-6%</b>              |
| <b>14 Total Revenues</b>                        | <b>5,292,100</b>             | <b>4,941,200</b>                 | <b>5,077,800</b>              | <b>136,600</b>           | <b>3%</b>               |
| <b>15 Operating Expenditures</b>                |                              |                                  |                               |                          |                         |
| <b>16 Source of Supply</b>                      |                              |                                  |                               |                          |                         |
| 17 Labor & Benefits                             | 19,400                       | 7,900                            | 8,100                         | 200                      | 3%                      |
| 18 Direct Expenses                              | 362,200                      | 312,500                          | 321,200                       | 8,700                    | 3%                      |
| <b>19 Total Source of Supply</b>                | <b>381,600</b>               | <b>320,400</b>                   | <b>329,300</b>                | <b>8,900</b>             | <b>3%</b>               |
| <b>20 Pumping</b>                               |                              |                                  |                               |                          |                         |
| 21 Labor & Benefits                             | 5,800                        | 2,200                            | 2,400                         | 200                      | 9%                      |
| 22 Direct Expenses                              | 125,000                      | 120,600                          | 124,000                       | 3,400                    | 3%                      |
| <b>23 Total Pumping</b>                         | <b>130,800</b>               | <b>122,800</b>                   | <b>126,400</b>                | <b>3,600</b>             | <b>3%</b>               |
| <b>24 Transmission &amp; Distribution</b>       |                              |                                  |                               |                          |                         |
| 25 Labor & Benefits                             | 993,900                      | 1,036,000                        | 1,196,100                     | 160,100                  | 15%                     |
| 26 Direct Expenses                              | 353,500                      | 339,300                          | 329,400                       | (9,900)                  | -3%                     |
| <b>27 Total Transmission &amp; Distribution</b> | <b>1,347,400</b>             | <b>1,375,300</b>                 | <b>1,525,500</b>              | <b>150,200</b>           | <b>11%</b>              |
| <b>28 Treatment Wells</b>                       |                              |                                  |                               |                          |                         |
| 29 Labor & Benefits                             | 67,200                       | 60,500                           | 61,600                        | 1,100                    | 2%                      |
| 30 Direct Expenses                              | 41,400                       | 24,400                           | 24,900                        | 500                      | 2%                      |
| <b>31 Total Treatment Wells</b>                 | <b>108,600</b>               | <b>84,900</b>                    | <b>86,500</b>                 | <b>1,600</b>             | <b>2%</b>               |
| <b>32 Treatment Facility</b>                    |                              |                                  |                               |                          |                         |
| 33 Labor & Benefits                             | 261,400                      | 240,600                          | 244,800                       | 4,200                    | 2%                      |
| 34 Direct Expenses                              | 514,700                      | 567,100                          | 480,100                       | (87,000)                 | -15%                    |
| <b>35 Total Treatment Facility</b>              | <b>776,100</b>               | <b>807,700</b>                   | <b>724,900</b>                | <b>(82,800)</b>          | <b>-10%</b>             |
| <b>36 Customer Accounts</b>                     |                              |                                  |                               |                          |                         |
| 37 Labor & Benefits                             | 256,500                      | 244,300                          | 198,800                       | (45,500)                 | -19%                    |
| 38 AMI Temporary Labor                          | 55,000                       | 51,200                           | -                             | (51,200)                 |                         |
| 39 Direct Expenses                              | 58,300                       | 76,700                           | 99,100                        | 22,400                   | 29%                     |
| <b>40 Total Customer Accounts</b>               | <b>369,800</b>               | <b>372,200</b>                   | <b>297,900</b>                | <b>(74,300)</b>          | <b>-20%</b>             |



# TwentyNine Palms Water District

## Proposed Budget Detail

### Fiscal Year 2020/21

Schedule B

|    | A   | B                                | C                             | D                        | E                       |
|----|---|----------------------------------|-------------------------------|--------------------------|-------------------------|
|    | Adopted<br>Budget<br>2019/20                  | Projected<br>Year-End<br>2019/20 | Proposed<br>Budget<br>2020/21 | \$ Difference<br>(C - B) | % Difference<br>(D / B) |
| 41 | <b>General &amp; Administration</b>           |                                  |                               |                          |                         |
| 42 | 461,100                                       | 460,600                          | 501,400                       | 40,800                   | 9%                      |
| 43 | 412,400                                       | 376,100                          | 334,500                       | (41,600)                 | -11%                    |
| 44 | 306,500                                       | 282,100                          | 295,900                       | 13,800                   | 5%                      |
| 45 | <b>1,180,000</b>                              | <b>1,118,800</b>                 | <b>1,131,800</b>              | <b>13,000</b>            | <b>1%</b>               |
| 46 | <b>1,451,900</b>                              | <b>1,461,200</b>                 | <b>1,509,800</b>              | <b>48,600</b>            | <b>3%</b>               |
| 47 | <b>District Benefits (Informational)</b>      |                                  |                               |                          |                         |
| 48 | 380,600                                       | 353,100                          | 385,100                       | 32,000                   | 9%                      |
| 49 | 117,500                                       | 117,700                          | 121,600                       | 3,900                    | 3%                      |
| 50 | 52,700  | 63,300                           | 61,700                        | (1,600)                  | -3%                     |
| 51 | 164,500                                       | 160,900                          | 189,000                       | 28,100                   | 17%                     |
| 52 | <b>715,300</b>                                | <b>695,000</b>                   | <b>757,400</b>                | <b>62,400</b>            | <b>9%</b>               |
| 53 | <b>Payouts &amp; Retiree Medical</b>          |                                  |                               |                          |                         |
| 54 | 58,000  | 58,000                           | 66,500                        | 8,500                    | 15%                     |
| 55 | 22,500  | 3,300                            | 2,600                         | (700)                    | -21%                    |
| 56 | <b>80,500</b>                                 | <b>61,300</b>                    | <b>69,100</b>                 | <b>7,800</b>             | <b>13%</b>              |
| 57 | <b>Board of Directors</b>                     |                                  |                               |                          |                         |
| 58 | 17,000  | 8,100                            | 17,000                        | 8,900                    | 110%                    |
| 59 | 15,000  | 500                              | 15,500                        | 15,000                   | 3000%                   |
| 60 | <b>32,000</b>                                 | <b>8,600</b>                     | <b>32,500</b>                 | <b>23,900</b>            | <b>278%</b>             |
| 61 | <b>4,406,800</b>                              | <b>4,272,000</b>                 | <b>4,323,900</b>              | <b>191,300</b>           | <b>4%</b>               |
| 62 | <b>Non-Operating Expenditures</b>             |                                  |                               |                          |                         |
| 63 | <b>Debt Service</b>                           |                                  |                               |                          |                         |
| 64 | 189,700                                       | 189,700                          | 189,700                       | -                        | 0%                      |
| 65 | 59,500  | 59,500                           | 53,800                        | (5,700)                  | -10%                    |
| 66 | <b>249,200</b>                                | <b>249,200</b>                   | <b>243,500</b>                | <b>(5,700)</b>           | <b>0%</b>               |
| 67 | 146,700                                       | 145,600                          | 169,500                       | 23,900                   | 16%                     |
| 68 | 200,000                                       | 200,000                          | 100,000                       | (100,000)                | -50%                    |
| 69 | 20,000  | 78,600                           | -                             | (78,600)                 | -100%                   |
| 70 | <b>615,900</b>                                | <b>673,400</b>                   | <b>513,000</b>                | <b>(160,400)</b>         | <b>-24%</b>             |
| 71 | <b>5,022,700</b>                              | <b>4,945,400</b>                 | <b>4,836,900</b>              | <b>(108,500)</b>         | <b>-2%</b>              |
|    | <b>Net Revenues Available to Fund Capital</b> |                                  |                               |                          |                         |
| 72 | <b>269,400</b>                                | <b>(4,200)</b>                   | <b>240,900</b>                | <b>245,100</b>           |                         |
| 73 | 2,000,000                                     | 2,000,000                        | -                             | (2,000,000)              |                         |
| 74 | (205,000)                                     | (70,000)                         | (415,000)                     | (345,000)                |                         |
| 75 | (3,000,000)                                   | (2,242,500)                      | (2,300,000)                   | (57,500)                 |                         |
| 76 | (795,000)                                     | (115,000)                        | (385,000)                     | (270,000)                |                         |
| 77 | (295,000)                                     | (203,000)                        | (225,000)                     | (22,000)                 |                         |
| 78 | 95,100  | 93,400                           | 97,400                        | 4,000                    |                         |
| 79 | <b>\$ (1,930,500)</b>                         | <b>\$ (541,300)</b>              | <b>\$ (2,986,700)</b>         | <b>\$ (2,445,400)</b>    |                         |



# TwentyNine Palms Water District

## Proposed Budget - Personnel

### Fiscal Year 2020/21

Schedule C

|                                      | <b>A</b>                              | <b>B</b>                                  | <b>C</b>                               |
|--------------------------------------|---------------------------------------|---|--|
|                                      | <b>Adopted<br/>Budget<br/>2019/20</b> | <b>Projected<br/>Year-End<br/>2019/20</b> | <b>Proposed<br/>Budget<br/>2020/21</b> |
| <b>1 Salary and Wages</b>            |                                       |   |  |
| 2 Total Regular Salary and Overtime  | \$ 1,451,900                          | \$ 1,461,200                              | \$ 1,509,800                           |
| 3 Temporary AMI Labor                | 55,000                                | 51,200                                    | -                                      |
| 4 Vacation and Sick Leave            | 58,000                                | 58,000                                    | 66,500                                 |
| <b>5 Total Salary and Wages</b>      | <b>1,564,900</b>                      | <b>1,570,400</b>                          | <b>1,576,300</b>                       |
| <b>6 Benefits/Taxes</b>              |                                       |   |  |
| 7 CalPERS Pension Payments           | 164,500                               | 160,900                                   | 189,000                                |
| 8 Social Security & Payroll Taxes    | 117,500                               | 117,700                                   | 121,600                                |
| 9 Group Medical Insurance            | 348,800                               | 322,300                                   | 352,100                                |
| 10 Group Dental and Vision Insurance | 26,100                                | 24,100                                    | 25,600                                 |
| 11 Group Life Insurance              | 5,700                                 | 6,700                                     | 7,400                                  |
| 12 Worker's Compensation Insurance   | 52,700                                | 63,300                                    | 61,700                                 |
| <b>13 Total Employee Benefits</b>    | <b>715,300</b>                        | <b>695,000</b>                            | <b>757,400</b>                         |
| <b>14 Total Salary and Benefits</b>  | <b>\$ 2,280,200</b>                   | <b>\$ 2,265,400</b>                       | <b>\$ 2,333,700</b>                    |



## TwentyNine Palms Water District

### Proposed Budget - Capital Plan

#### Fiscal Year 2020/21

Schedule D

|  | A                            | B                    | C                    | D                               | E = C+D                       | F                    | G                    |
|--|------------------------------|----------------------|----------------------|---------------------------------|-------------------------------|----------------------|----------------------|
|  | Adopted<br>Budget<br>2019/20 | Projected<br>2019/20 | Carryover<br>2019/20 | Budget<br>Adjustment<br>2020/21 | Proposed<br>Budget<br>2020/21 | Projected<br>2021/22 | Projected<br>2022/23 |
| <b>1 District Projects</b>                           |                              |                      |                      |                                 |                               |                      |                      |
| 2 GW Mgmt. Plan & Urban Water Mgmt. Plan             | \$ 45,000                    | \$ -                 | \$ 45,000            | \$ 55,000                       | \$ 100,000                    | \$ -                 | \$ 45,000            |
| 3 Treatment Feasibility & Exploration Costs          | 35,000                       | -                    | 35,000               | -                               | 35,000                        | -                    | -                    |
| 4 Vulnerability Assessment AWIA                      | -                            | -                    | -                    | 45,000                          | 45,000                        | -                    | -                    |
| 5 Standard Drawings Update                           | 25,000                       | -                    | 25,000               | -                               | 25,000                        | -                    | -                    |
| 6 Salt Nutrient Monitoring Wells\Sampling            | 50,000                       | 20,000               | 30,000               | 20,000                          | 50,000                        | -                    | 100,000              |
| 7 Asset Management Plan                              | 50,000                       | 50,000               | -                    | 50,000                          | 50,000                        | -                    | -                    |
| 8 USGS Study\Feasibility Study                       | -                            | -                    | -                    | 25,000                          | 25,000                        | -                    | -                    |
| 9 Centralized Sewer Plan\Groundwater Analysis        | -                            | -                    | -                    | -                               | -                             | -                    | 100,000              |
| 10 Master Plan Updates                               | -                            | -                    | -                    | 85,000                          | 85,000                        | -                    | -                    |
| <b>11 Total District Projects</b>                    | <b>205,000</b>               | <b>70,000</b>        | <b>135,000</b>       | <b>280,000</b>                  | <b>415,000</b>                | <b>-</b>             | <b>245,000</b>       |
| <b>12 Capital Improvement Plan</b>                   |                              |                      |                      |                                 |                               |                      |                      |
| 13 Chromium VI and Flouride for Well 11B             | 650,000                      | 25,000               | 625,000              | 375,000                         | 1,000,000                     | -                    | -                    |
| 14 Fluoride Variance (Expiring) - TP2/W12/W16        | 1,350,000                    | 800,000              | 550,000              | 450,000                         | 1,000,000                     | -                    | -                    |
| 15 AMI/AMR* (see footnote)                           | 1,000,000                    | 1,400,000            | (400,000)            | 700,000                         | 300,000                       | -                    | -                    |
| 16 Well 11-B Construction/Professional Services      | -                            | 17,500               | -                    | -                               | -                             | -                    | -                    |
| 17 Emergency Intertie Connection                     | -                            | -                    | -                    | -                               | -                             | 250,000              | -                    |
| 18 Pay Meter Station Upgrade                         | -                            | -                    | -                    | -                               | -                             | -                    | 125,000              |
| <b>19 Capital Improvement Plan</b>                   | <b>3,000,000</b>             | <b>2,242,500</b>     | <b>775,000</b>       | <b>1,525,000</b>                | <b>2,300,000</b>              | <b>250,000</b>       | <b>125,000</b>       |
| <b>20 Repairs, Rehabilitation, &amp; Maintenance</b> |                              |                      |                      |                                 |                               |                      |                      |
| 21 Plant 6 Electrical and Well Upgrade               | 25,000                       | -                    | 25,000               | -                               | 25,000                        | -                    | -                    |
| 22 Emergency Repairs, Unspecified                    | 50,000                       | 50,000               | -                    | 75,000                          | 75,000                        | 60,000               | 75,000               |
| 23 Repiping/Distribution System Upgrades             | 50,000                       | 50,000               | -                    | 75,000                          | 75,000                        | 75,000               | 75,000               |
| 24 Reservoir Recoating / Cathodic Protection         | 30,000                       | 10,000               | 20,000               | -                               | 20,000                        | -                    | -                    |
| 25 Large Meter Replacement Program                   | 20,000                       | -                    | 20,000               | 10,000                          | 30,000                        | -                    | -                    |
| 26 Well Rehabilitation                               | 10,000                       | -                    | 10,000               | (10,000)                        | -                             | 90,000               | -                    |
| 27 Fluoride Plant Instr.\Coating\SCADA               | 10,000                       | 5,000                | 5,000                | 5,000                           | 10,000                        | 25,000               | 100,000              |
| 28 Distribution SCADA System                         | -                            | -                    | -                    | -                               | -                             | -                    | -                    |
| 29 Treated Water Reservoir Coating                   | 500,000                      | -                    | 500,000              | (450,000)                       | 50,000                        | 600,000              | -                    |
| 30 Campbell Reservoir Road Paving\Seal Coating       | 100,000                      | -                    | 100,000              | -                               | 100,000                       | -                    | -                    |
| 31 Hansen Booster Station                            | -                            | -                    | -                    | -                               | -                             | -                    | 150,000              |
| 32 Stockwell Booster Station                         | -                            | -                    | -                    | -                               | -                             | 35,000               | -                    |
| 33 Cactus Booster Station                            | -                            | -                    | -                    | -                               | -                             | -                    | 40,000               |
| 34 Paymeter Upgrade                                  | -                            | -                    | -                    | -                               | -                             | 125,000              | -                    |
| <b>35 Total Repairs &amp; Maintenance</b>            | <b>795,000</b>               | <b>115,000</b>       | <b>680,000</b>       | <b>(295,000)</b>                | <b>385,000</b>                | <b>1,010,000</b>     | <b>440,000</b>       |
| <b>36 Capital Outlay</b>                             |                              |                      |                      |                                 |                               |                      |                      |
| 37 Vehicle/Equipment Replacements                    | 125,000                      | 120,000              | 5,000                | 65,000                          | 70,000                        | 45,000               | 60,000               |
| 38 Computer/Technology Replacements                  | 30,000                       | 15,000               | 15,000               | 15,000                          | 30,000                        | 10,000               | 10,000               |
| 39 GIS   | 30,000                       | 20,000               | 10,000               | 10,000                          | 20,000                        | 10,000               | 20,000               |
| 40 Administrative Building\Office Remodel            | 25,000                       | 15,000               | 10,000               | 25,000                          | 35,000                        | 10,000               | 10,000               |
| 41 Energy Efficiency Projects                        | 50,000                       | 15,000               | 35,000               | -                               | 35,000                        | -                    | -                    |
| 42 One-Time Existing Conditions Sampling             | -                            | -                    | -                    | 20,000                          | 20,000                        | -                    | -                    |
| 43 Parking Lot Seal\Paving                           | 35,000                       | 18,000               | 17,000               | (2,000)                         | 15,000                        | 25,000               | -                    |
| <b>44 Total Capital Outlay</b>                       | <b>295,000</b>               | <b>203,000</b>       | <b>92,000</b>        | <b>133,000</b>                  | <b>225,000</b>                | <b>100,000</b>       | <b>100,000</b>       |
| <b>45 Total All</b>                                  | <b>\$ 4,295,000</b>          | <b>\$ 2,630,500</b>  | <b>\$ 1,682,000</b>  | <b>\$ 1,643,000</b>             | <b>\$ 3,325,000</b>           | <b>\$ 1,360,000</b>  | <b>\$ 910,000</b>    |

\*Line 15 for the AMI / AMR project is funded by debt proceeds received by the District in May 2019.





**TwentyNine Palms Water District**  
**Proposed Budget - Special Revenue Fund**  
**Fiscal Year 2020/21**

*Schedule E*

|                                    | <b>A</b>                              | <b>B</b>                                  | <b>C</b>                               |
|------------------------------------|---------------------------------------|---|--|
|                                    | <b>Adopted<br/>Budget<br/>2019/20</b> | <b>Projected<br/>Year-End<br/>2019/20</b> | <b>Proposed<br/>Budget<br/>2020/21</b> |
| 1 Tower Revenues                   | \$ 120,900                            | 120,900                                   | 137,400                                |
| 2 Less Transfers Out to Fire       | -                                     | -   | -                                      |
| 3 Less Transfers Out To Water      | (80,900)                              | (80,900)                                  | (97,400)                               |
| 4 Less Transfers Out to PARS Trust | (40,000)                              | (40,000)                                  | (40,000)                               |
| 5 <b>Ending Balance</b>            | <b>\$ -</b>                           | <b>-</b>                                  | <b>-</b>                               |

**2**

**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: MAY 22, 2020  
FROM: RAY KOLISZ, GENERAL MANAGER  
SUBJECT: SAN BERNARDINO COUNTY LOCAL AGENCY FORMATION  
COMMISSION (LAFCO) ELECTION FOR SPECIAL DISTRICT MEMBER

**BACKGROUND AND DISCUSSION**

Board to review and discuss the two candidates running for the San Bernardino Local Agency Formation Commission (LAFCO) Regular Special District Member.

Due to LAFCO not receiving adequate ballots, the time period to nominate one candidate has been extended to June 29, 2020.

**RECOMMENDATION**

To cast a ballot supporting incumbent member Kimberly Cox or challenger T. Milford Harrison.

**Attachments:**

LAFCO Election Documents and Letters

April 27, 2020

**TO: Presidents of the Boards of Directors of the Independent Special Districts in San Bernardino County**

**Subject: Extension of Special Districts Election for Regular Special District LAFCO Member**

Due to the failure to receive 26 ballots required to establish a quorum by the deadline of April 27, 2020, by distribution of this letter, the official voting process for the Regular Special Districts Member of the Local Agency Formation Commission is hereby extended for 60-days as set forth in Government Code Section 56332(f)(6). Eighteen ballots were received by the close of business on April 27, 2020. The extended voting period will end on June 29, 2020, at 5:00 p.m. If you have already submitted your ballot, there is no need to resubmit -- your ballot will be counted.

The voting instructions for this selection are as follows:

1. Each District may vote for one candidate. The vote shall be cast as directed by the Board of Directors of the District through consideration at a Board Hearing and a roll call vote. A copy of the ballot and the information provided by the candidates is included as an attachment to this letter.
2. The signed original ballot, with the name of each voting Board Member outlined, must be received in the LAFCO Office by 5:00 p.m. on June 29, 2020. If a faxed copy of the ballot is provided by the June 29<sup>th</sup> deadline, the original signed copy must be received by 5:00 p.m. on July 6, 2020, or the ballot will be declared invalid.
3. Twenty-six (26) ballots are required to be received for selection of the Special District position.

The completed ballot is to be mailed to:

Samuel Martinez, Executive Officer  
Local Agency Formation Commission  
1170 West Third Street, Unit 150  
San Bernardino, CA 92415 -0490

If you are faxing a copy of the ballot, the LAFCO fax number is (909) 388-0481. As outlined in Item #2 above, if the ballot is faxed to the LAFCO office, the original signed copy of the ballot will need to be mailed to the above address and received by 5:00 p.m. on July 6, 2020 to be considered in the election.

Please let me know if you have any questions concerning the extension of the selection process. You may contact me at the address listed above, by e-mail at [smartinez@lafco.sbcounty.gov](mailto:smartinez@lafco.sbcounty.gov), or by phone at (909) 388-0480.

Sincerely,

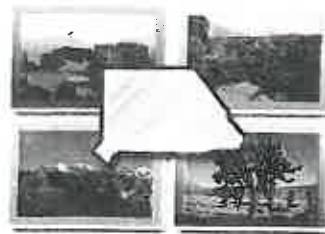
  
SAMUEL MARTINEZ  
Executive Officer

Enclosure

RECEIVED

APR 28 2020

TWENTYNINE PALMS WATER DISTRICT



**LAFCO**

**Local Agency  
Formation Commission  
for San Bernardino County**

1170 West 3rd Street, Unit 150  
San Bernardino, CA 92415-0490  
909 388 0480 | Fax 909 388 0481  
[lafco@lafco.sbcounty.gov](mailto:lafco@lafco.sbcounty.gov)  
[www.sbclafco.org](http://www.sbclafco.org)

**COMMISSIONERS**

JIM BAGLEY  
Public Member

DR. KIMBERLY COX  
Special District

JAMES V. CURATALO, Vice Chair  
Special District

ROBERT A. LOVINGOOD  
Board of Supervisors

LARRY McCALLON, Chair  
City Member

DAWN ROWE  
Board of Supervisors

AGUANETTA WARREN  
City Member

**ALTERNATES**

LOUISA HOLSTEAD AMIS  
Public Member

RICK DENISON  
City Member

STEVEN FARRELL  
Special District

JANICE RUTHERFORD  
Board of Supervisors

**EXECUTIVE OFFICER**

SAMUEL MARTINEZ

**LEGAL COUNSEL**

PAULA DE SOUSA

**BALLOT**

**REGULAR SPECIAL DISTRICT MEMBER  
OF THE LOCAL AGENCY FORMATION COMMISSION  
FOR SAN BERNARDINO COUNTY**

The \_\_\_\_\_  
(Name of District)

hereby votes for the marked candidate as indicated below:

**REGULAR SPECIAL DISTRICT MEMBER OF LAFCO:**

\_\_\_\_\_ **KIMBERLY COX (Incumbent -- Member of the Board of  
Directors of the Mojave Water Agency)**

\_\_\_\_\_ **T. MILFORD HARRISON (Member of the Board of  
Directors of San Bernardino Valley Municipal Water District)**

I, \_\_\_\_\_, do hereby certify that at its scheduled meeting  
of \_\_\_\_\_, the Board of Directors voted to elect the above-marked  
candidate as the Regular Special District Member of the Local Agency Formation  
Commission for San Bernardino County, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
District President/Authorized Board Member

Dated: \_\_\_\_\_



**Mojave  
Water  
Agency**

13846 Conference Center Drive ♦ Apple Valley, California 92307  
Phone (760) 946-7000 ♦ Fax (760) 240-2642 ♦ [www.mojavewater.org](http://www.mojavewater.org)

March 18, 2020

Dear Special District Member:

I have been honored to represent Special Districts as the Regular Member on the San Bernardino County Local Agency Formation Commission (LAFCO) for over 15 years. This is a unique area of service and it is important that special districts have a knowledgeable seat at the table. For that reason, I would respectfully request your support to continue representing you on LAFCO.

My background includes more than 15 years as an elected official on the Mojave Water Agency, more than 20 years of experience working in local government. As the General Manager of a Community Services District (CSD) that provides water, wastewater and park and recreation services, I have extensive knowledge regarding issues faced by special districts throughout the County. Attached to this letter is a copy of my resume. I have dedicated my life to public service, and it is my hope that you believe I have fairly represented you at LAFCO.

Please feel free to contact me at 760-217-2221 should you have any questions regarding this letter of interest and my desire to continue to represent both large and small special districts on the Local Agency Formation Commission for San Bernardino County.

Thank you for your consideration.

Kind regards,

Kimberly Cox, DPA  
Treasurer/Board Member  
Mojave Water Agency

## KIMBERLY COX, DPA

**EDUCATION** Doctorate, Public Administration, California Baptist University –2019  
Masters, Public Administration, Cal State San Bernardino – 2004  
Bachelor of Science, Business Administration, University of Phoenix – 1999

**PUBLIC SERVICE** **MOJAVE WATER AGENCY**  
*November 2003 – Present*

First elected in 2003. Served in numerous board positions including president, vice-president, Watermaster chair and vice-chair.

**LOCAL AGENCY FORMATION COMMISSION (LAFCO)**

*April 2004 – Present*

Appointed to LAFCO by special districts within San Bernardino County.

**LAHONTAN REGIONAL WATER QUALITY CONTROL BOARD**

*September 2013 – Present*

Received three appointments from Governor Jerry Brown (2013, 2014, 2018)

- MEMBERSHIPS/ ACTIVITIES**
- California Special Districts Association (CSDA) – Current Member
  - Participates in expert working groups including Human Resources; LAFCO; Administration; Legislation
  - American Public Works Association – Current Member
  - Association of California Water Agencies – Current Member
  - American Water Works Association – Current Member
  - California Parks and Recreation Society – Current Member
  - International City/County Management Association – Current Member
  - American Society of Public Administration – Current Member
  - Integrated Waste Management Board (2010-2013, 2016-present) – Special District Representative
  - Zone 4 Flood Commission, Director (2010-2013)
  - San Bernardino County Commission on the Status of Women (2005-2007)
  - Measure I Renewal Task Force (2005)
  - Helendale Chamber of Commerce Board (2004-2006)
  - California WaterReuse Association Board (2003-2005)
  - League of California Cities Public Works Committee (2003-2005)

---

**WORK EXPERIENCE** **GENERAL MANAGER/HELENDALE COMMUNITY SERVICES DISTRICT**  
*February 2007 – Present*

Responsible for administrative activities of an organization considered a "junior city" providing many municipal-level services. Duties include budget development, contract negotiations, oversight of day-to-day service delivery including water, wastewater, solid waste management, park and recreation and street lighting. Implements/revises five-year Capital Improvement Plan. Implements vision and direction of the elected board of directors. Informs board of issues and opportunities. Interfaces with community organizations, government entities and individuals on behalf of the organization.

**SENIOR MANAGEMENT ANALYST – CITY OF VICTORVILLE**

*August 2002 – February 2007*

Served in the City Manager's office on special projects (2005-2007) and in Public Works Department (2002-2005) serving as acting director in the director's absence. Provided oversight for 100 staff with operating budget of over \$50 million. Represented the City by attending inter-governmental meetings including the regional wastewater authority, League of California Cities Mountain Desert meetings, San Bernardino Area Governments (renamed SBCTA), and American Public Works Association High Desert Chapter, San Bernardino County Flood Control and local community groups.

**WATER RESOURCE SPECIALIST – CITY OF HESPERIA**

*August 1999 – August 2002*

Represented the City at various organizations such as Mojave Water Agency, Lahontan Regional Water Quality Control Board, Victor Valley Wastewater Reclamation Authority. Monitored regulatory standards, legislation and adjudicatory matters impacting the City's core functions. Developed and implemented public outreach programs with the community and schools providing education and resources. Prepared department budget and participated in inter-governmental work groups.

---





380 East Vanderbilt Way  
 San Bernardino, CA 92408  
 phone: 909.387.3200  
 fax: 909.387.9247  
 www.sbvmmwd.com

2020 MAR -3 PM 4: 34

LOCAL AGENCY  
 FORMATION COMMISSION

March 3, 2020

San Bernardino County Special Districts

Dear Special District Agency Representatives,

Thank you for the privilege of reaching out to you with regard to our Special Districts' representation on the Local Agency Formation Commission (LAFCO). I have received the support of my San Bernardino Valley Municipal Water District (Valley District) Board, to submit my name for your consideration for appointment as Regular Member representing Special Districts on the LAFCO Commission.

LAFCO has a direct impact upon each of our Special Districts as well as other forms of local government. Issues are presented and actions taken which can significantly affect the operations, entitlements and futures of our Districts. Fortunately, Special Districts have the privilege of appointing two of our members to represent us on the Commission and protect our interests.

In addition to my Valley District position I have for the last four years been a Member of our Association of San Bernardino County Special Districts Board (ASBCSD) representing the San Bernardino Valley Water Conservation District and for the last year, Valley District. During this period several of us on the ASBCSD Board have had a growing frustration as to why we receive so few reports from our two LAFCO Special District Commissioners, as to what is occurring each month at LAFCO and how it may affect any or all of our Special Districts.

It is my opinion, and that of a number of other Special District members who have approached me regarding this concern, that our Special District LAFCO representatives should attend each of our Special District monthly membership meetings and report as to what has occurred or is being proposed at LAFCO which may affect any or all of our Districts. In addition, we feel that our representative should reach out to any Special Districts who are directly affected by any LAFCO agenda items. We feel they should also be soliciting the advice of our Members as to what positions the Association recommends on upcoming relevant agenda issues.

I have an extensive background in local government and have been directly involved in several issues upon which LAFCO decisions were critical. My experience includes City, County, regional and Special District positions in the last twenty plus years. I served as a Councilmember and Mayor for the City of Loma Linda, as Executive Director for San Bernardino International Airport and as Chief of Staff for two County Supervisors. My education includes a JD degree from California Southern Law School. I thoroughly enjoy serving on a Special District Board, with our ASBCSD Association and with our State Organization, CSDA, where I serve on the Legislative Committee, as well as Election and By-Laws.

**Board of Directors and Officers**

JUNE HAYES  
 Division 1

GIL NAVARRO  
 Division 2

SUSAN LONGVILLE  
 Division 3

T. MILFORD HARRISON  
 Division 4

PAUL R. KIELHOLD  
 Division 5

HEATHER DYER  
 General Manager

If I am selected by our Association to serve on the LAFCO Commission, I pledge to keep Special Districts informed of LAFCO agendas and initiatives and to represent you to the best of my ability. I will solicit your input on matters affecting any of our individual members and those affecting all Districts.

All of my contact information is listed below and I solicit any advice or input you might provide. I would appreciate your consideration in voting for my appointment to the LAFCO Commission.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'T. Milford Harrison', with a long horizontal flourish extending to the right.

T. Milford Harrison, Board President, San Bernardino Valley Municipal Water District

Cell: 909-645-1731; Email: [milfordharrison@aol.com](mailto:milfordharrison@aol.com);  
Personal Mail Address: P.O. Box 966, Linda, CA 92354

**3**

**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:    | MAY 22, 2020                                   |
| FROM:    | RAY KOLISZ, GENERAL MANAGER                    |
| SUBJECT: | CONSIDERATION TO APPROVE PURCHASE OF EQUIPMENT |

**BACKGROUND AND DISCUSSION**

In March of 2019, the District secured a loan with Bank of America for the AMI\AMR project in the amount of \$2M. Staff has been reporting that we are projected to be under budget for the project with a total cost of \$1.76M. Discussion with the legal counsel and the lender has determined that the remaining funds can be used for items outside of the AMI\AMR project. Conditions of the loan also stipulate that funds must be used within 18 months from the loan commencement date which puts a timeline on the District of August 2020. When evaluating what projects or equipment the funds could be used for, staff has determined that the replacement of the existing water truck and tool carrier telehandler would be eligible items for the bank to include in the loan.

The existing water truck that the District operates is a 1981 Ford truck. Challenges to maintaining this truck are availability of parts when needed and meeting emission requirements. The proposed new water truck is a 2019 Ford F-750 with a 2,000 gallon tank equipped with a final Tier 4 diesel engine. Purchase price \$ 94,530.79.

The existing tool telehandler is a 1985 JCB. This equipment item is in need of major hydraulic repairs and is also subject to emission requirements. The proposed new 2020 JCB 309-45 has multiple uses including the capability to reach the recently installed AMI equipment allowing staff to perform maintenance and or repairs when necessary. This model allows the current street sweeper broom to be attached and is capable of attaching a front bucket for dirt moving activities. Purchase price \$116,236.82.

Both of these proposed equipment items have a 25+ year service life for the District.

**RECOMMENDATION**

Approve the purchase of the water truck and tool telehandler with funds available from the Bank of America loan.

**Attachments:**

Equipment quotes and information



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 04/10/2020  
72401 Hatch Rd.  
Twentynine Palms CA. 92277  
PHONE (760) 367-7546  
P.O. # XX

YEAR 2019 MAKE Ford MODEL F-750  
VIN 1FDWF7DE9KDF13214 STOCK NUMBER FK5619

**TERMS:**

NET 0 DAYS NET DUE \$ \$94,530.79

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-750 Reg Cab, Diesel, Power group/sync**  
FORD FLEET # \_\_\_\_\_  
**2000 gallon water truck**  
RESALE # \_\_\_\_\_  
**Add 50" hose reel to mounting bracket and**  
R.S. # \_\_\_\_\_  
**plumb.**  
BID # \_\_\_\_\_  
**X**  
FLEET MANAGER & NUMBER \_\_\_\_\_

PRICE \$87,609.00  
TAX \$6,796.29  
LIC. FEE \$40.50  
DOC. FEE \$85.00  
TOTAL \$94,530.79  
LESS TRADE \_\_\_\_\_  
LESS DOWN \_\_\_\_\_  
NET DUE \$94,530.79





---

**Product Quotation**

**Prepared For:  
Steve Gurney**

**29 Palms Water District  
Twenty-Nine Palms CA 92277**



**Prepared By:  
IGNACIO VERDUZCO  
JCB SOUTHERN CALIFORNIA LLC (CON)  
mobile:**

Image is for indicative purpose only and may not represent exact equipment being quoted



### Standard Equipment

Standard Equipment and Features & Benefits related to this product are subject to change without notice

|                 |   |
|-----------------|---|
| GENERAL         | One piece unitized mainframe with sway control, stabilizers and componentized driveline   |
| ENGINE          | 109HP T4Final, Dual element air cleaner, spin-on fuel filter, Fuel/water separator, Anti-freeze protection to -35 deg. F.   |
| TRANSMISSION    | JCB 4x4 Powershift, Powershuttle direction change, 2.2:1 ratio torque converter, transmission disconnect on loader lever.   |
| AXLES           | JCB MAX-TRAC with torque proportioning and outboard planetary drive   |
| BRAKES          | Internal mounted multi-disc, oil immersed, Servo assisted hydraulic actuation, self adjusting, Independent disc type parking brake with brake on alarm and transmission disconnect.   |
| ELECTRICAL      | 12 volt, Meets IP67 water ingress test standard, 95 amp alternator, 850 CCA low maintenance battery.  |
| INSTRUMENTS     | Audible and visual warning system, Tachometer, Hourmeter, Fuel Gauge, Coolant temp. gauge, Warning light for battery charge, air cleaner restriction, engine oil pressure, engine coolant temp., trans oil pressure, parking brake.   |
| CAB UNIT        | Meets SAE J231 FOPS/ SAE J1040 ROPS requirements, suspension seat with seat belt, tilt steering column, heater with defroster vent system, windshield wipers and washers for front/rear steering column, heater with defroster vent system, windshield wipers and washers for front/rear. |
| CANOPY UNIT     | Meets SAE J231 FOPS/SAE J1040 ROPS requirements, suspension seat with seat belt, tilt steering column, rear view mirror, horn, in-cab storage, backup alarm meets SAE J994, operation manual.   |
| TIRES           | Choice of Options available (none standard)   |
| TELESCOPIC BOOM | Three section, 45' 2" lift height with hydraulic parallel lift, 8000 lbs. maximum lift capacity, 2000 lbs. to full height. Both boom sections extended by hydraulic cylinders.  |
| CARRIAGE        | Choice of Options available (none standard)   |
| HYDRAULICS      | Open center system with 29 GPM. Single auxiliary hydraulic service.   |
| LIVELINK        | 2 year subscription allows for enhanced machine security, improved service monitoring, and modernized fleet control.  |
| WARRANTY        | 2 years or 2000 hours full coverage warranty (please see the machine warranty certificate for details)  |







**Prepared For:**  
 Steve Gurney  
 29 Palms Water District  
 72401 Hatch Rd.  
 Twenty-Nine Palms CA 92277

phone:760-368-7471  
 sgurney@29palmswater.org

**Dealer Information**  
 JCB SOUTHERN CALIFORNIA LLC (CON)  
 1375 EAST FRANCIS STREET  
 CALIFORNIA

**Prepared By:**  
 IGNACIO VERDUZCO  
 ignacio.verduzco@socaljcb.com  
 mobile:  
 Quote Date: 05/07/20  
 Valid Until: 06/06/20  
 Quotation Reference: 264058

**Model: 509-45TC**

**Qty: 1**

Stock Order/Serial No:2782349

15.5-25 INDUSTRIAL TRACTION (12 PLY)  
 SERVO HYDS. 1 AUX NON TILT LOCK USA ONLY  
 CANOPY WITH CLEAR RIGHT HAND SIDE GLASS  
 Vinyl suspension seat includes 3" Seatbelt CANOPY ONLY  
 Q-FIT CARRIAGE 3FT11 IN WIDE, INC FORK PIN  
 Operators manual - English Language  
 WORK LIGHTS - FRONT AND REAR - CAB OR CANOPY  
 ROTATING BEACON. MAGNETIC BASE.  
 AUTO STEER MODE ALIGN T4  
 Engine block heater 110-120 volt 850 Watt  
 Face level fan  
 48" x 5" x 2" pallet forks (2) for 2-1/4" fork shaft (UK  
 sourced)- previously 500M801  
 509-45S TC, T4F 109HP - N AMER ICA ONLY  
 Fork Mounted Crane Hook

|                                  |                   |
|----------------------------------|-------------------|
| Equipment Total                  | 107,876.40        |
| Sales Tax 7.75%                  | 8,360.42          |
| <b>Total Customer Sale Price</b> | <b>116,236.82</b> |

**Optional Extras** (Optional Extras are not included in the totals)

|                         |          |
|-------------------------|----------|
| GP Bucket Q Fit Mounted | 4,000.00 |
|-------------------------|----------|

Notes: 2 Year / 2000 Hour Warranty  
 Cash Discount Applied  
 (Financing Available at 4.5% up to 72 Months O.A.C)  
 \$400 Doc Fee Will Apply if Financed  
 No Payment for 90 Days O.A.C  
 No Prepayment Penalty

Customer Acceptance: \_\_\_\_\_ Date \_\_\_\_\_

Dealer \_\_\_\_\_ Date \_\_\_\_\_



4

**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: MAY 22, 2020  
FROM: RAY KOLISZ, GENERAL MANAGER  
SUBJECT: REVIEW AND APPROVE AMENDMENT NUMBER 1 TO THE MASTER EQUIPMENT LEASE AND PURCHASE AGREEMENT

**BACKGROUND AND DISCUSSION**

The Master Equipment Lease/ Purchase Agreement (Agreement) that the District entered into with Bank of America must be amended to include the purchase of equipment that is outside the scope of the original agreement. For your review is Amendment No. 1 which identifies the specific equipment to be purchased and included in the loan.

**RECOMMENDATION**

Approve Amendment Number 1 to Schedule of Property for the Master Equipment Lease/ Purchase Agreement and authorize the General Manger to execute documents.

**Attachments:**

Amendment No. 1

**Amendment Number 1  
to Schedule of Property No. 1  
to Master Equipment Lease/Purchase Agreement**

This Amendment Number 1 (this "**Amendment**") is made this 22nd day of April, 2020 to that certain Schedule of Property No.1 dated as of March 25, 2019 to Master Equipment Lease/Purchase Agreement dated as of March 25, 2019 (together with the related Payment Schedule thereto and all exhibits, schedules, addenda, amendments, modifications, riders, and other documents and instruments thereto, the "Lease"), between Bank of America, National Association ("**Lessor**") and Twentynine Palms Water District ("**Lessee**").

WITNESSETH:

WHEREAS, Lessor and Lessee are parties to the Lease; and

WHEREAS, Lessor and Lessee desire to amend certain provisions of the Lease.

NOW, THEREFORE, in consideration of the mutual covenants and promises as hereinafter set forth, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Section 2. Equipment of Schedule of Property No. 1 is hereby amended by adding the item listed below:

Water Truck  
Fork Lift

2. It is the intention of Lessor and Lessee that, upon execution, this Amendment shall constitute a part of the Lease. Except as amended hereby, the Lease shall remain in full force and effect and is in all respects hereby ratified and affirmed. To the extent that the provisions of this Amendment conflict with the provisions of the Lease, the provisions of this Amendment shall control. Capitalized terms not otherwise defined herein shall have the meanings ascribed them in the Lease.

IN WITNESS WHEREOF, the parties, each by its duly authorized officer or agent, have duly executed and delivered this Amendment, which is intended to take effect as a sealed instrument, as of the day and year first written above.

Bank of America, National Association (Lessor)

Twentynine Palms Water District, (Lessee)

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

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

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

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

**5**

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

**April 22, 2020 / 4:00 P.M.**

In accordance with the Governor's Executive Order N-29-20, in an effort to protect the public health and prevent the spread of COVID-19, there was no public location for attending the meeting. The meeting was held telephonically with members of the Board and that of the public calling in.

Call to Order and Roll Call

President Giannini called the telephonic Board meeting to order at 4:00 p.m. Those responding to roll call were Directors Michael Arthur, Bob Coghill, Suzi Horn, Carol Giannini, and Randy Leazer. Also, General Manager Ray Kolisz, Treatment/Production Superintendent Mike Minatrea, Maintenance Superintendent Matt Shragge, Financial Consultant Cindy Byerrum, and District Secretary Cindy Fowlkes.

Pledge of Allegiance

Due to the circumstances, the pledge of allegiance was not recited.

Additions/Deletions to the Agenda

None

Public Comments

None

1. Consideration of Resolution 20-02 Intention to Continue Currently Exiting Water Availability Assessment of the Twentynine Palms Water District in the Upcoming Fiscal Year 2020/2021

The resolution does not include any changes to the existing assessments. There will be a public hearing in June before final adoption of the resolution.

Director Horn moved to approve Resolution 20-02, seconded by Director Leazer, and approved by the following roll call vote:

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

2. Consent Calendar

- Minutes of a Regular Meeting held on February 26, 2020
- Audit List

Director Coghill, moved to approve the Minutes and Audit List, seconded by Director Horn, and approved by the following roll call vote:

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

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 68 Underground Service Alerts, had 1 water main leak, 3 water meter leaks, 0 service line leaks, 0 fire hydrant repairs/maintenance, performed 2 customer pressure checks, replaced 0 meters, replaced 4 customer gate valves, and installed 3 new services. 0 water waste inquiries were received. 382 work orders were generated and performed during the month. 500 AMI/AMR meters were installed to date, bringing the total to 7,600.

4.2 Water Quality

Mike Minatrea reported Water production was down 24.94% as compared to the same month in 2013. 48 routine and 7 special water were taken. All samples tested negative for Colilert. The fluoride variance of 3.0 mg/L will expire in 2023. All current wells meet the 2.0 mg/L standard variance set by the State Water Resource Control Board. 53,500,000 gallons of water was produced in the month of March.

4.3 Finance

Ms. Byerrum reported that as the end of February, the District is at 67% of the budget, tracking as expected. The District anticipates ending the year with a decrease in revenue due to the COVID-19 virus. Uncollected penalties and shut off fees will impact the District.

4.4 General Manager

Mr. Kolisz reported the AMI/AMR project is coming in under budget. The District was approved by the bank to use the remaining available project funds to purchase some heavy equipment, originally slated for purchase through capital improvement funds. The District opened up the EOC on March 18<sup>th</sup> to ensure crucial supplies would be readily available. March 23<sup>rd</sup>, staff was split into two groups working one week on and one week off to minimize contact and possible impacts to the District should an employee become infected. The front lobby was closed to the public. Payments are being made online, over the phone, or through the drop box. Paymeter cards can still be purchased and serviced by contacting the District and setting up an appointment. Field staff are taking precautions covering their face with protective masks in the field. A report will be provided to the Board detailing the measures taken and lessons learned during the pandemic, once the quarantine is lifted.

5. Future Agenda Items and Staff Tasks/Directors' Comments and Reports  
Director Coghill confirmed the cancellation of any upcoming seminars.

6. Adjournment  
On motion by Director Horn, seconded by Director Leazer, and approved by the Board, the meeting was adjourned at: 4:32 p.m.

\_\_\_\_\_  
Carol Giannini, President  
Board of Directors

Attest:

\_\_\_\_\_  
Ray Kolisz, Board Secretary  
Twentynine Palms Water District



# Twentynine Palms Water District

Check Date Range: 4/1/2020 thru 4/30/2020

| Ck No    | Ck Date           | Payable To                     | Ck Amt   | Ck Detail | GL Acct No        | Description                                      |
|----------|-------------------|--------------------------------|----------|-----------|-------------------|--|
| 14512    | 04/06/2020        | Susan L. Simmons               | 1,425.00 | 1,425.00  | 100-600-0000-5406 | Janitorial Services April 2020                   |
| 14513    | 04/10/2020        | Customer Refund                | 20.76    | 20.76     | 100-000-0000-2000 | Refund Check                                     |
| 14514    | 04/10/2020        | Customer Refund                | 10.57    | 10.57     | 100-000-0000-2000 | Refund Check                                     |
| 14515    | 04/10/2020        | Autozone Inc.                  | 196.93   | 32.33     | 100-130-0000-5222 | parts  |
|          |                   |                                |          | 12.92     | 100-130-0000-5222 | parts  |
|          |                   |                                |          | 32.57     | 100-130-0000-5222 | parts  |
|          |                   |                                |          | (32.57)   | 100-130-0000-5222 | credit   |
|          |                   |                                |          | (12.92)   | 100-130-0000-5222 | credit   |
|          |                   |                                |          | 141.23    | 100-130-0000-5222 | parts  |
|          |                   |                                |          | 48.15     | 100-130-0000-5222 | Veh. #55-Filters.                                |
|          |                   |                                |          | 51.70     | 100-130-0000-5222 | Veh. #23-Serpentine Belt.                        |
|          |                   |                                |          | 95.77     | 100-130-0000-5222 | Veh. #23-Filters.                                |
|          |                   |                                |          | (31.02)   | 100-130-0000-5222 | Credit   |
| (141.23) | 100-130-0000-5222 | credit                         |          |           |                   |  |
| 14516    | 04/10/2020        | Beck Oil Inc.                  | 507.75   | 507.75    | 100-130-0000-5220 | Shop Supplies-55 Gallon Drum of Hydraulic Fluid. |
| 14517    | 04/10/2020        | Best Best & Krieger            | 1,092.00 | 476.00    | 100-600-0000-5403 | Professional Services Rendered March 2020        |
|          |                   |                                |          | 112.00    | 100-600-0000-5403 | Professional Services Rendered March 2020        |
|          |                   |                                |          | 504.00    | 100-600-0000-5403 | Professional Services Rendered March 2020        |
| 14518    | 04/10/2020        | Customer Refund                | 12.25    | 12.25     | 100-000-0000-2000 | Refund Check                                     |
| 14519    | 04/10/2020        | Builders Supply - 29 Palms     | 38.25    | 32.33     | 100-130-0000-5220 | Shop Supplies-Extension Cord                     |
|          |                   |                                |          | 5.92      | 100-130-0000-5220 | Orange spray paint                               |
| 14520    | 04/10/2020        | Burrtec Waste & Recycling Svcs | 217.40   | 147.85    | 100-600-0000-5406 | Hatch  |
|          |                   |                                |          | 69.55     | 100-150-0000-5406 | Amboy  |
| 14521    | 04/10/2020        | Byrd Industrial Electron       | 5,209.15 | 5,209.15  | 100-120-0000-5406 | Insurance Claim, Replaced Well#12 SCADA PACK 32  |
| 14522    | 04/10/2020        | Customer Refund                | 53.20    | 53.20     | 100-000-0000-2000 | Refund Check                                     |
| 14523    | 04/10/2020        | CWEA-TCP                       | 192.00   | 192.00    | 100-600-0000-5303 | CWEA Association Membership Renewal              |
| 14524    | 04/10/2020        | Customer Refund                | 18.15    | 18.15     | 100-000-0000-2000 | Refund Check                                     |
| 14525    | 04/10/2020        | Customer Refund                | 42.29    | 42.29     | 100-000-0000-2000 | Refund Check                                     |
| 14526    | 04/10/2020        | Desert Hardware                | 13.02    | 13.02     | 100-150-0000-5220 | Hose Well 11-B                                   |
| 14527    | 04/10/2020        | Customer Refund                | 72.54    | 72.54     | 100-000-0000-2000 | Refund Check                                     |

# Twentynine Palms Water District

**Check Date Range:** 4/1/2020 thru 4/30/2020

|       |            |                                |          |          |                   |  |
|-------|------------|--------------------------------|----------|----------|-------------------|--|
| 14528 | 04/10/2020 | Customer Refund                | 50.70    | 50.70    | 100-000-0000-2000 | Refund Check   |
| 14529 | 04/10/2020 | Customer Refund                | 61.15    | 61.15    | 100-000-0000-2000 | Refund Check   |
| 14530 | 04/10/2020 | HASA, INC.                     | 779.44   | 779.44   | 100-140-0000-5211 | Carboys of Sodium Hypochlorite 12.5 % 5 Gallon Multi-Chlor NSF 6 |
| 14531 | 04/10/2020 | Hi-Desert Publishing Co.       | 104.40   | 104.40   | 100-600-0000-5409 | Advertising  |
| 14532 | 04/10/2020 | Home Depot Credit Services     | 41.23    | 41.23    | 100-130-0000-5220 | galvanized pail/trash cans                                       |
| 14533 | 04/10/2020 | Inland Water Works             | 304.94   | 152.47   | 100-000-0000-1499 | 6" x 12" romac clamp full circle 705-746                         |
|       |            |                                |          | 152.47   | 100-000-0000-1499 | 6" x 12" romac clamp full circle 705-746                         |
| 14534 | 04/10/2020 | Customer Refund                | 44.44    | 44.44    | 100-000-0000-2000 | Refund Check   |
| 14535 | 04/10/2020 | Kennedy/Jenks Consultants      | 8,430.00 | 8,430.00 | 100-875-0000-6001 | Professional Services Feb 2020                                   |
| 14536 | 04/10/2020 | Customer Refund                | 9.01     | 9.01     | 100-000-0000-2000 | Refund Check   |
| 14537 | 04/10/2020 | Customer Refund                | 6.51     | 6.51     | 100-000-0000-2000 | Refund Check   |
| 14538 | 04/10/2020 | Customer Refund                | 19.32    | 19.32    | 100-000-0000-2000 | Refund Check   |
| 14539 | 04/10/2020 | Customer Refund                | 38.79    | 38.79    | 100-000-0000-2000 | Refund Check   |
| 14540 | 04/10/2020 | Mccall's Meter Sales & Service | 800.00   | 800.00   | 100-130-0000-5406 | Certified flow test, 3-points 5/8" x 3/4" meter                  |
| 14541 | 04/10/2020 | Mcmaster-Carr Supply Co.       | 580.08   | 30.30    | 100-150-0000-5220 | Telephone-To-Wall Jack Extension                                 |
|       |            |                                |          | 549.78   | 100-150-0000-5220 | Desiccant, Air Filter Element, Filter Element For Series F74H    |
| 14542 | 04/10/2020 | Customer Refund                | 14.51    | 14.51    | 100-000-0000-2000 | Refund Check   |
| 14543 | 04/10/2020 | Customer Refund                | 31.20    | 31.20    | 100-000-0000-2000 | Refund Check   |
| 14544 | 04/10/2020 | Minolta Business Systems       | 128.13   | 128.13   | 100-600-0000-5223 | 02/23/2020 - 03/22/2020  |
| 14545 | 04/10/2020 | Customer Refund                | 61.05    | 61.05    | 100-000-0000-2000 | Refund Check   |
| 14546 | 04/10/2020 | Customer Refund                | 52.08    | 52.08    | 100-000-0000-2000 | Refund Check   |
| 14547 | 04/10/2020 | O'Reilly Automotive Inc.       | 209.30   | 209.30   | 100-130-0000-5222 | Vehicle #35-Misc. Filters.                                       |
| 14548 | 04/10/2020 | Customer Refund                | 48.12    | 48.12    | 100-000-0000-2000 | Refund Check   |
| 14549 | 04/10/2020 | Customer Refund                | 74.08    | 74.08    | 100-000-0000-2000 | Refund Check   |
| 14550 | 04/10/2020 | Ortega Strategies Group        | 5,000.00 | 5,000.00 | 100-600-0000-5350 | Consulting March 2020  |
| 14551 | 04/10/2020 | Palm Springs Motors Inc.       | 111.90   | 111.90   | 100-130-0000-5222 | Veh. #23-Front and Rear Brake Pads.                              |
| 14552 | 04/10/2020 | Art Parker                     | 300.00   | 300.00   | 100-150-0000-5406 | Pulled North Low F Booster Pump                                  |
| 14553 | 04/10/2020 | Customer Refund                | 43.67    | 43.67    | 100-000-0000-2000 | Refund Check   |
| 14554 | 04/10/2020 | Pro Security Systems           | 750.00   | 250.00   | 100-130-0000-5406 | Upgrade  |
|       |            |                                |          | 250.00   | 100-600-0000-5406 | Upgrade  |
|       |            |                                |          | 250.00   | 100-150-0000-5406 | Upgrade  |
| 14555 | 04/10/2020 | Proforma                       | 2,523.61 | 2,523.61 | 100-160-0000-5301 | Policy on Disconnect of Service                                  |

# Twentynine Palms Water District

**Check Date Range:** 4/1/2020 thru 4/30/2020

|        |                   |   |           |           |                   |  |
|--------|-------------------|---|-----------|-----------|-------------------|--|
| 14556  | 04/10/2020        | Prudential Overall Supply                   | 778.80    | 139.72    | 100-130-0000-5253 | Uniforms   |
|        |                   |   |           | 92.64     | 100-130-0000-5253 | Uniforms   |
|        |                   |   |           | 311.36    | 100-130-0000-5253 | Uniforms   |
|        |                   |   |           | 142.44    | 100-130-0000-5253 | Uniforms   |
|        |                   |   |           | 92.64     | 100-130-0000-5253 | Uniforms   |
| 14557  | 04/10/2020        | Powerplan OIB Rdo Trust #80-5800            | 1,590.05  | 1,074.62  | 100-130-0000-5222 | Veh. #35-Cutting Edge, Filters and a Hose.               |
|        |                   |   |           | (182.63)  | 100-130-0000-5222 | Unapplied Credit   |
|        |                   |   |           | 676.68    | 100-130-0000-5407 | Veh. #35 Diagnostics and Repair.                         |
|        |                   |   |           | 21.38     | 100-130-0000-5222 | Veh. #35-Touch Up Paint.                                 |
| 14558  | 04/10/2020        | Customer Refund                             | 36.95     | 36.95     | 100-000-0000-2000 | Refund Check   |
| 14559  | 04/10/2020        | Customer Refund                             | 75.00     | 75.00     | 100-000-0000-2000 | Refund Check   |
| 14560  | 04/10/2020        | Customer Refund                             | 61.21     | 61.21     | 100-000-0000-2000 | Refund Check   |
| 14561  | 04/10/2020        | S.C.E.                                      | 15,083.13 | 997.43    | 100-150-0000-5201 | Plant  |
|        |                   |   |           | 18.22     | 100-110-0000-5201 | Michel's   |
|        |                   |   |           | 10,001.47 | 100-110-0000-5201 | Well TP-1  |
|        |                   |   |           | 627.80    | 100-110-0000-5201 | Well 6, 12   |
|        |                   |   |           | 785.12    | 100-600-0000-5201 | Hatch  |
|        |                   |   |           | 19.01     | 100-110-0000-5201 | Well 4   |
|        |                   |   |           | 2,139.77  | 100-110-0000-5201 | Well 17  |
|        |                   |   |           | 22.19     | 100-110-0000-5201 | Donnell  |
| 472.12 | 100-120-0000-5201 | Booster H1N, H2S                            |           |           |                   |  |
| 14562  | 04/10/2020        | Customer Refund                             | 20.90     | 20.90     | 100-000-0000-2000 | Refund Check   |
| 14563  | 04/10/2020        | Satrnodo LLC                                | 149.66    | 149.66    | 100-600-0000-5203 | Iridium Monthly Minute Plans                             |
| 14564  | 04/10/2020        | Customer Refund                             | 13.17     | 13.17     | 100-000-0000-2000 | Refund Check   |
| 14565  | 04/10/2020        | Southern Calif. Gas Co.                     | 177.78    | 177.78    | 100-600-0000-5202 | Hatch  |
| 14566  | 04/10/2020        | Spectrum Business                           | 154.98    | 154.98    | 100-600-0000-5203 | La Luna  |
| 14567  | 04/10/2020        | Customer Refund                             | 26.86     | 26.86     | 100-000-0000-2000 | Refund Check   |
| 14568  | 04/10/2020        | Groundwater Recordation Program State Water | 650.00    | 650.00    | 100-110-0000-5303 | Annual Notice Of Groundwater Extraction & Diversion 2019 |
| 14569  | 04/10/2020        | STS Operating, Inc.                         | 774.99    | 774.99    | 100-130-0000-5407 | Veh. #14-Hyd. Cyl. Repair.                               |
| 14570  | 04/10/2020        | Terminix                                    | 160.00    | 160.00    | 100-600-0000-5406 | Quarterly Service  |
| 14571  | 04/10/2020        | Customer Refund                             | 4.63      | 4.63      | 100-000-0000-2000 | Refund Check   |
| 14572  | 04/10/2020        | Customer Refund                             | 75.00     | 75.00     | 100-000-0000-2000 | Refund Check   |

# Twentynine Palms Water District

**Check Date Range:** 4/1/2020 thru 4/30/2020

|       |            |                              |           |           |                   |   |
|-------|------------|------------------------------|-----------|-----------|-------------------|---|
| 14573 | 04/10/2020 | United Cerebral Palsy Assoc. | 332.07    | 332.07    | 100-160-0000-5406 | Mail Production   |
| 14574 | 04/10/2020 | Usa Blue Book                | 91.38     | 91.38     | 100-150-0000-5220 | Fluoride Standard 1 ppm With TISAB                                |
| 14575 | 04/10/2020 | Customer Refund              | 44.79     | 44.79     | 100-000-0000-2000 | Refund Check  |
| 14576 | 04/10/2020 | Customer Refund              | 20.20     | 20.20     | 100-000-0000-2000 | Refund Check  |
| 14577 | 04/10/2020 | Customer Refund              | 54.13     | 54.13     | 100-000-0000-2000 | Refund Check  |
| 14578 | 04/10/2020 | Wienhoff Drug Testing Inc.   | 75.00     | 75.00     | 100-600-0000-5406 | Pre-employment test   |
| 14579 | 04/21/2020 | 29 Palms Electric Inc.       | 12,250.00 | 12,250.00 | 100-000-0000-1800 | AMI Equipment   |
| 14580 | 04/21/2020 | Inland Water Works           | 86,959.64 | 32,923.01 | 100-000-0000-1800 | AMI Equipment   |
|       |            |                              |           | 54,036.63 | 100-000-0000-1800 | AMI Equipment   |
| 14581 | 04/23/2020 | Sunrise Ford                 | 23,855.20 | 23,855.20 | 100-875-0000-6001 | 2020 Ford F-150 4x2 Reg Cab Long Bed. MSRP \$30,540.Exterior Oxfo |
| 14582 | 04/24/2020 | Customer Refund              | 11.19     | 11.19     | 100-000-0000-2000 | Refund Check  |
| 14583 | 04/24/2020 | A-1 Elite Painting Inc.      | 11,750.00 | 11,750.00 | 100-875-0000-6001 | Admin Office/Remodel  |
| 14584 | 04/24/2020 | ACWA/JPIA                    | 34,021.99 | 31,438.67 | 100-310-0000-5140 | Health Benefits May 2020  |
|       |            |                              |           | 2,011.30  | 100-310-0000-5141 | Health Benefits May 2020  |
|       |            |                              |           | 572.02    | 100-310-0000-5142 | Health Benefits May 2020  |
| 14585 | 04/24/2020 | Customer Refund              | 22.67     | 22.67     | 100-000-0000-2000 | Refund Check  |
| 14586 | 04/24/2020 | Customer Refund              | 19.64     | 19.64     | 100-000-0000-2000 | Refund Check  |
| 14587 | 04/24/2020 | Ansafone Contact Centers     | 78.21     | 78.21     | 100-160-0000-5406 | Answering Service   |
| 14588 | 04/24/2020 | Autozone Inc.                | 138.89    | (14.40)   | 100-130-0000-5220 | credit  |
|       |            |                              |           | 18.02     | 100-130-0000-5220 | Shop Supplies-Paint.  |
|       |            |                              |           | 45.23     | 100-130-0000-5222 | Vehicle #77-Wiper Blades.   |
|       |            |                              |           | 90.04     | 100-850-0000-6001 | Vehicle #40-Battery.  |
| 14589 | 04/24/2020 | Avalon Urgent Care           | 200.00    | 100.00    | 100-130-0000-5242 | Physical DMV/DOT  |
|       |            |                              |           | 100.00    | 100-130-0000-5242 | Physical DMV/DOT  |
| 14590 | 04/24/2020 | Customer Refund              | 40.54     | 40.54     | 100-000-0000-2000 | Refund Check  |
| 14591 | 04/24/2020 | Customer Refund              | 14.56     | 14.56     | 100-000-0000-2000 | Refund Check  |
| 14592 | 04/24/2020 | Beyond Software Solutions    | 3,955.00  | 1,455.00  | 100-600-0000-5406 | IT Consulting   |
|       |            |                              |           | 2,500.00  | 100-600-0000-5406 | Develop MDI export file to interface w/Itron AMI software         |
| 14593 | 04/24/2020 | Customer Refund              | 43.27     | 43.27     | 100-000-0000-2000 | Refund Check  |
| 14594 | 04/24/2020 | Customer Refund              | 4.42      | 4.42      | 100-000-0000-2000 | Refund Check  |
| 14595 | 04/24/2020 | Customer Refund              | 64.11     | 64.11     | 100-000-0000-2000 | Refund Check  |
| 14596 | 04/24/2020 | Customer Refund              | 75.00     | 75.00     | 100-000-0000-2000 | Refund Check  |

# Twentynine Palms Water District

**Check Date Range:** 4/1/2020 thru 4/30/2020

|       |            |                                |           |           |                   |   |
|-------|------------|--------------------------------|-----------|-----------|-------------------|---|
| 14597 | 04/24/2020 | Customer Refund                | 30.62     | 30.62     | 100-000-0000-2000 | Refund Check  |
| 14598 | 04/24/2020 | Chem-Tech International Inc.   | 12,019.74 | 11,598.44 | 100-150-0000-5211 | Load of Caustic   |
|       |            |                                |           | 421.30    | 100-150-0000-5211 | 110 Gallon Of Deionized Water                                 |
| 14599 | 04/24/2020 | Code Publishing Company        | 345.00    | 345.00    | 100-600-0000-5303 | Water District Code - Traditional Supplement                  |
| 14600 | 04/24/2020 | Dangelo                        | 5,739.84  | 1,987.98  | 100-000-0000-1499 | 6" po x flg Gate valve  |
|       |            |                                |           | 1,207.88  | 100-000-0000-1499 | 10" po x flg Gate valve                                       |
|       |            |                                |           | 927.73    | 100-000-0000-1499 | 8" po x flg Gate valve  |
|       |            |                                |           | 1,616.25  | 100-000-0000-1499 | 8" po x po Gate valve   |
| 14601 | 04/24/2020 | Customer Refund                | 61.41     | 61.41     | 100-000-0000-2000 | Refund Check  |
| 14602 | 04/24/2020 | Eadie + Payne                  | 820.00    | 820.00    | 100-600-0000-5402 | Progress billing  |
| 14603 | 04/24/2020 | Eide Bailly LLP                | 6,332.50  | 6,332.50  | 100-600-0000-5401 | Consulting Services March 2020                                |
| 14604 | 04/24/2020 | Engineering Resources          | 3,757.82  | 3,757.82  | 100-825-0000-6001 | Professional Services March 2020                              |
| 14605 | 04/24/2020 | Customer Refund                | 3.74      | 3.74      | 100-000-0000-2000 | Refund Check  |
| 14606 | 04/24/2020 | Frontier Communications        | 309.00    | 148.84    | 100-600-0000-5203 | Hatch   |
|       |            |                                |           | 160.16    | 100-150-0000-5203 | Hatch   |
| 14607 | 04/24/2020 | Customer Refund                | 40.90     | 40.90     | 100-000-0000-2000 | Refund Check  |
| 14608 | 04/24/2020 | GoldStreet Designs             | 2,344.32  | 2,344.32  | 100-600-0000-5406 | Water Quality Report CCR 2019, Bill Insert                    |
| 14609 | 04/24/2020 | Customer Refund                | 28.74     | 28.74     | 100-000-0000-2000 | Refund Check  |
| 14610 | 04/24/2020 | Home Depot Credit Services     | 194.66    | 194.66    | 100-150-0000-5220 | Charges   |
| 14611 | 04/24/2020 | Customer Refund                | 14.20     | 14.20     | 100-000-0000-2000 | Refund Check  |
| 14612 | 04/24/2020 | Customer Refund                | 174.55    | 174.55    | 100-000-0000-2000 | AR Refund   |
| 14613 | 04/24/2020 | Kennedy/Jenks Consultants      | 7,793.75  | 517.50    | 100-600-0000-5412 | Services Rendered March 2020                                  |
|       |            |                                |           | 7,006.25  | 100-875-0000-6001 | Services Rendered   |
|       |            |                                |           | 270.00    | 100-825-0000-6001 | Services Rendered March 2020                                  |
| 14614 | 04/24/2020 | Konica Minolta Premier         | 318.03    | 318.03    | 100-600-0000-5223 | 04/01/20 - 04/30/20   |
| 14615 | 04/24/2020 | Customer Refund                | 17.47     | 17.47     | 100-000-0000-2000 | Refund Check  |
| 14616 | 04/24/2020 | Lorbel Critical Power Services | 11,582.07 | 11,582.07 | 100-875-0000-6001 | Eaton Ferrups 4.3 VA/3kW 120V/120V 10/24 min Hardwired Instal |
| 14617 | 04/24/2020 | Customer Refund                | 118.30    | 118.30    | 100-000-0000-2000 | Refund Check  |
| 14618 | 04/24/2020 | Customer Refund                | 17.16     | 17.16     | 100-000-0000-2000 | Refund Check  |
| 14619 | 04/24/2020 | Customer Refund                | 6.71      | 6.71      | 100-000-0000-2000 | Refund Check  |
| 14620 | 04/24/2020 | Customer Refund                | 39.62     | 39.62     | 100-000-0000-2000 | Refund Check  |
| 14621 | 04/24/2020 | Napa Auto Parts                | 158.78    | 158.78    | 100-130-0000-5220 | Shop Supplies-Wire Loom.                                      |

# Twentynine Palms Water District

**Check Date Range:** 4/1/2020 thru 4/30/2020

|          |                   |                      |        |          |                   |              |
|----------|-------------------|----------------------|--------|----------|-------------------|--------------|
| 14622    | 04/24/2020        | Customer Refund      | 49.84  | 49.84    | 100-000-0000-2000 | Refund Check |
| 14623    | 04/24/2020        | Pacific Western Bank | 579.28 | 92.67    | 100-600-0000-5330 | Charges      |
|          |                   |                      |        | 13.03    | 100-130-0000-5220 | Charges      |
|          |                   |                      |        | 144.32   | 100-600-0000-5330 | Charges      |
|          |                   |                      |        | (900.00) | 100-130-0000-5222 | Charges      |
|          |                   |                      |        | (900.00) | 100-130-0000-5222 | Charges      |
|          |                   |                      |        | (900.00) | 100-130-0000-5222 | Charges      |
|          |                   |                      |        | 103.26   | 100-130-0000-5226 | Charges      |
|          |                   |                      |        | 49.33    | 100-600-0000-5330 | Charges      |
|          |                   |                      |        | 212.01   | 100-130-0000-5226 | Charges      |
|          |                   |                      |        | 198.95   | 100-130-0000-5220 | Charges      |
|          |                   |                      |        | 42.01    | 100-600-0000-5330 | Charges      |
|          |                   |                      |        | 70.00    | 100-600-0000-5330 | Charges      |
|          |                   |                      |        | 27.00    | 100-600-0000-5330 | Charges      |
|          |                   |                      |        | 7.33     | 100-600-0000-5330 | Charges      |
|          |                   |                      |        | 20.03    | 100-600-0000-5330 | Charges      |
|          |                   |                      |        | 4.08     | 100-600-0000-5330 | Charges      |
|          |                   |                      |        | 477.78   | 100-130-0000-5220 | Charges      |
|          |                   |                      |        | (10.88)  | 100-130-0000-5220 | Charges      |
|          |                   |                      |        | 19.40    | 100-130-0000-5220 | Charges      |
|          |                   |                      |        | 463.22   | 100-110-0000-5225 | Charges      |
|          |                   |                      |        | 71.07    | 100-120-0000-5220 | Charges      |
|          |                   |                      |        | 161.61   | 100-120-0000-5220 | Charges      |
|          |                   |                      |        | 65.00    | 100-600-0000-5330 | Charges      |
|          |                   |                      |        | 118.54   | 100-600-0000-5301 | Charges      |
|          |                   |                      |        | 10.08    | 100-600-0000-5301 | Charges      |
|          |                   |                      |        | 120.88   | 100-600-0000-5301 | Charges      |
|          |                   |                      |        | 120.88   | 100-600-0000-5301 | Charges      |
|          |                   |                      |        | 18.07    | 100-600-0000-5301 | Charges      |
| 592.63   | 100-130-0000-5220 | Charges              |        |          |                   |              |
| (592.63) | 100-130-0000-5220 | Charges              |        |          |                   |              |
| 29.99    | 100-600-0000-5406 | Charges              |        |          |                   |              |

# Twentynine Palms Water District

Check Date Range: 4/1/2020 thru 4/30/2020

|       |            |                                       |           |          |                   |  |
|-------|------------|---------------------------------------|-----------|----------|-------------------|--|
|       |            |                                       |           | 92.51    | 100-130-0000-5220 | Charges  |
|       |            |                                       |           | 71.91    | 100-600-0000-5301 | Charges  |
|       |            |                                       |           | 70.95    | 100-600-0000-5419 | Charges  |
|       |            |                                       |           | 290.25   | 100-600-0000-5419 | Charges  |
|       |            |                                       |           | 104.00   | 100-600-0000-5406 | Charges  |
| 14624 | 04/24/2020 | Art Parker                            | 300.00    | 300.00   | 100-150-0000-5406 | Crane Service  |
| 14625 | 04/24/2020 | Parkhouse Tire Inc.                   | 1,245.62  | 622.81   | 100-130-0000-5222 | Veh. #25-Tires.  |
|       |            |                                       |           | 622.81   | 100-130-0000-5222 | Veh. #21-Tires.  |
| 14626 | 04/24/2020 | Customer Refund                       | 75.00     | 75.00    | 100-000-0000-2000 | Refund Check   |
| 14627 | 04/24/2020 | Prudential Overall Supply             | 629.83    | 92.64    | 100-130-0000-5253 | Uniforms   |
|       |            |                                       |           | 236.83   | 100-130-0000-5253 | Uniforms   |
|       |            |                                       |           | 207.72   | 100-130-0000-5253 | Uniforms   |
|       |            |                                       |           | 92.64    | 100-130-0000-5253 | Uniforms   |
| 14628 | 04/24/2020 | Customer Refund                       | 45.32     | 45.32    | 100-000-0000-2000 | Refund Check   |
| 14629 | 04/24/2020 | Customer Refund                       | 29.90     | 29.90    | 100-000-0000-2000 | Refund Check   |
| 14630 | 04/24/2020 | S.C.E.                                | 10,609.35 | 659.39   | 100-110-0000-5201 | Well 11  |
|       |            |                                       |           | 37.77    | 100-120-0000-5201 | Desert Heights Resv. & Hydro                               |
|       |            |                                       |           | 1,630.83 | 100-110-0000-5201 | Well 14  |
|       |            |                                       |           | 541.13   | 100-120-0000-5201 | Booster Two Mile   |
|       |            |                                       |           | 3,385.67 | 100-120-0000-5201 | Booster TP-1   |
|       |            |                                       |           | 397.12   | 100-110-0000-5201 | Well 1   |
|       |            |                                       |           | 824.47   | 100-120-0000-5201 | Booster Sullivan   |
|       |            |                                       |           | 1,219.82 | 100-120-0000-5201 | Booster Lupine   |
|       |            |                                       |           | 221.07   | 100-110-0000-5201 | Well 15  |
|       |            |                                       |           | 660.74   | 100-120-0000-5201 | Booster 11A, 11B   |
|       |            |                                       |           | 1,031.34 | 100-110-0000-5201 | Well 16  |
| 14631 | 04/24/2020 | San Bernardino County                 | 14.00     | 14.00    | 100-130-0000-5301 | Monthly Assessor parcel map revisions<br>April 2020        |
| 14632 | 04/24/2020 | Customer Refund                       | 52.28     | 52.28    | 100-000-0000-2000 | Refund Check   |
| 14633 | 04/24/2020 | Shoplet.Com                           | 64.31     | 64.31    | 100-600-0000-5301 | Office Supplies  |
| 14634 | 04/24/2020 | Springbrook Software LLC              | 1,204.00  | 1,204.00 | 100-600-0000-5408 | CivicPay Transaction Fees 03/01/20 -<br>01/31/20           |
| 14635 | 04/24/2020 | Sulzer Electro Mechanical<br>Services | 880.00    | 880.00   | 100-120-0000-5406 | West Side 2Mile Booster Pump Diagnostic<br>Only 5.5 Hours. |
| 14636 | 04/24/2020 | TPX Communications                    | 810.36    | 810.36   | 100-600-0000-5203 | Hatch  |

# Twentynine Palms Water District

Check Date Range: 4/1/2020 thru 4/30/2020

|       |            |                             |              |                     |                   |  |
|-------|------------|-----------------------------|--------------|---------------------|-------------------|--|
| 14637 | 04/24/2020 | Customer Refund             | 242.91       | 242.91              | 100-000-0000-2000 | Refund Check                               |
| 14638 | 04/24/2020 | U.S. Postal Service         | 7,000.00     | 7,000.00            | 100-160-0000-5302 | Permit 620                                 |
| 14639 | 04/24/2020 | Usa Blue Book               | 108.71       | 108.71              | 100-150-0000-5220 | MidKnght Powder-Free Gloves                |
| 14640 | 04/24/2020 | Customer Refund             | 63.82        | 63.82               | 100-000-0000-2000 | Refund Check                               |
| 14641 | 04/24/2020 | Wells Tapping Service, Inc. | 12,000.00    | 12,000.00           | 100-850-0000-6001 | 6" Insta-valve complete material and labor |
| 14642 | 04/24/2020 | Customer Refund             | 54.42        | 54.42               | 100-000-0000-2000 | Refund Check                               |
| 14643 | 04/24/2020 | Customer Refund             | 17.87        | 17.87               | 100-000-0000-2000 | Refund Check                               |
|       |            |                             | <b>Total</b> | <b>\$312,039.68</b> |                   |  |



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: May 18, 2020**

**SUBJECT: Management Report**

---

**A. The Operations and Maintenance Department performed the following tasks during the month of April 2020:**

1. Responded to 50 Underground Service Alerts
2. Responded to and repaired
  - a. 0 water main leaks
  - b. 1 water meter leak
  - c. 0 service line leaks
  - d. 0 fire hydrant repairs/maintenance
3. Installed 2 new services
4. Replaced 3 customer gate valves
5. Performed 1 leak audit
6. Painted 0 fire hydrants
7. Performed 2 customer pressure checks
8. Replaced 4 water meters
9. Tested and exercised emergency generators
10. Sounded wells for April
11. 0 water waste inquiries were reported
12. Replaced 0 AMI/AMR meters

**B. The following customer service tasks were performed:**

1. 146 work orders were generated from reading meters
2. 15 work orders were generated from billing variance list
3. 206 work orders were generated for turn on or turn off
4. 233 termination notices were distributed
5. 0 non-pay turn offs were performed
6. 0 extensions were granted
7. 0 extensions were shut off for non-payment
8. 0 payment schedules have been granted
9. 0 payment schedules failed, total outstanding \$0
10. 7 customer requests and 2 inquiries were logged and investigated

**C. Valve and Hydrant Maintenance Update**

|               | Valves Exercised<br>(Began 07/19) | Dead Ends Flushed<br>(Began 7/19) |
|---------------|-----------------------------------|-----------------------------------|
| Current Month | 207                               | 28                                |
| Year to Date  | *817                              | 213                               |

\*Triennial cycle

**Twentynine Palms Water District**  
**Maintenance Report**  
**FY 2019/2020**

|               | USA        | Leak Audits | Fire Hydrant Painting | Shut Offs  | Total Work Orders Completed | Valves Exercised | AMR/AMI Meter Exchange | New Service | Active Account | Prior Year | %Increase (Decrease) | Main     |
|---------------|------------|-------------|-----------------------|------------|-----------------------------|------------------|------------------------|-------------|----------------|------------|----------------------|----------|
| July          | 58         | 1           | 43                    | 78         | 713                         | 83               | 548                    | 1           |                |            |                      | 0        |
| August        | 37         | 6           | 29                    | 49         | 626                         | 77               | 1,015                  | 0           | 7,875          | 7,776      | 1.27%                | 0        |
| Sept.         | 31         | 6           | 23                    | 82         | 455                         | 74               | 843                    | 0           |                |            |                      | 0        |
| October       | 46         | 4           | 0                     | 54         | 423                         | 81               | 1,013                  | 1           | N/A            | N/A        |                      | 0        |
| Nov.          | 45         | 7           | 0                     | 96         | 376                         | 78               | 758                    | 4           |                |            |                      | 2        |
| Dec.          | 23         | 5           | 0                     | 54         | 347                         | 0                | 1,003                  | 5           | 7,708          | 7,660      | 0.63%                | 0        |
| Jan.          | 34         | 1           | 26                    | 76         | 454                         | 83               | 493                    | 3           |                |            |                      | 1        |
| Feb.          | 49         | 1           | 0                     | 58         | 418                         | 134              | 886                    | 1           | N/A            | N/A        |                      | 0        |
| March         | 68         | 3           | 0                     | 0          | 382                         | 207              | 500                    | 3           |                |            |                      | 1        |
| April         | 50         | 1           | 0                     | 0          | 367                         | 0                | 0                      | 2           | 7,689          | 7,739      | -0.65%               | 0        |
| May           |            |             |                       |            |                             |                  |                        |             |                |            |                      |          |
| June          |            |             |                       |            |                             |                  |                        |             |                |            |                      |          |
| <b>Totals</b> | <b>441</b> | <b>35</b>   | <b>121</b>            | <b>547</b> | <b>4561</b>                 | <b>817</b>       | <b>7059</b>            | <b>20</b>   |                |            |                      | <b>4</b> |

**Total Connections in District= 8,141**

# 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: May 8, 2020**

**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 0.11 mg/L to a high of 0.49 mg/L. Chlorination point (the point where chlorine is introduced into the distribution system) averages ranged from 0.17 mg/L to 0.99 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 7 fluoride samples were taken from potable water production wells. Fluoride levels in the distribution system ranged from a low of .70 mg/L to a high of 1.5 mg/L. Fluoride measurements collected at the wells ranged from a low of 0.32 to a high of 1.7 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 <0.1-0.3 for turbidity.

**TWENTYNINE PALMS WATER DISTRICT**  
**Water Production Report**  
**FY 2019/2020**

| 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 |  |  |
| July               | 133.027                | 84.554                | 27.996         | 14.200            | 259.777         | 274.305         | -5.30%                        | -16.18%                      |  |  |
| August             | 131.666                | 90.607                | 29.445         | 16.347            | 268.065         | 280.666         | -4.49%                        | -8.27%                       |  |  |
| Sept.              | 114.494                | 79.769                | 24.735         | 12.703            | 231.701         | 244.489         | -5.23%                        | -5.34%                       |  |  |
| October            | 112.62                 | 64.693                | 20.331         | 9.913             | 207.557         | 214.089         | -3.05%                        | -3.86%                       |  |  |
| Nov.               | 99.787                 | 45.311                | 17.177         | 7.932             | 170.207         | 175.348         | -2.93%                        | -9.03%                       |  |  |
| Dec.               | 91.658                 | 48.338                | 15.397         | 5.952             | 161.345         | 168.811         | -4.42%                        | -2.04%                       |  |  |
| Jan.               | 60.604                 | 64.915                | 22.543         | 8.775             | 156.837         | 160.462         | -2.26%                        | -17.51%                      |  |  |
| Feb.               | 94.282                 | 40.050                | 11.806         | 4.555             | 150.693         | 137.662         | 9.47%                         | -9.47%                       |  |  |
| March              | 103.86                 | 39.144                | 14.431         | 6.354             | 163.789         | 152.955         | 7.08%                         | -24.94%                      |  |  |
| April              | 82.172                 | 64.516                | 21.334         | 11.100            | 179.122         | 191.253         | -6.34%                        | -36.23%                      |  |  |
| May                |                        |                       |                |                   | 0.000           |                 |                               |                              |  |  |
| June               |                        |                       |                |                   | 0.000           |                 |                               |                              |  |  |
| <b>Totals</b>      | <b>1024.17</b>         | <b>621.897</b>        | <b>205.195</b> | <b>97.831</b>     | <b>1949.093</b> | <b>2000.040</b> | <b>-2.55%</b>                 |                              |  |  |

Production Totals Expressed in Acre Feet

**NOTE:** Year to Date Mesquite Springs Basin regeneration production of

**13.705**

acre feet =

**1.32%**

# 7.3



**TWENTYNINE PALMS WATER DEPARTMENT**

**FINANCIAL REPORT**

**For The Month Of**

**Mar 2020**

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

**TWENTYNINE PALMS WATER DEPARTMENT  
STATEMENT OF INVESTMENTS AND RESERVES  
For the Period Ending March 31, 2020  
(Unaudited)**

| <u>Operating Funds &amp; Internal Reserves:</u>   | <u>Prior<br/>Balance</u> | <u>Deposits</u> | <u>Disbursements</u> | <u>Current<br/>Balance</u> | <u>Market</u>       |
|---|--------------------------|-----------------|----------------------|----------------------------|---------------------|
| Operating Funds - LAIF                            | \$ 5,140,230             | \$ -            | \$ (4,300)           | \$ 5,135,930               | \$ 5,145,022        |
| Election Fund Reserve - LAIF                      | 21,177                   | -               | -                    | 21,177                     | 21,214              |
| Capital Reserve - LAIF                            | 891,504                  | -               | -                    | 891,504                    | 893,082             |
| Capital Funds for Primary Infrastructure - LAIF   | 102,210                  | 2,275           | -                    | 104,485                    | 104,670             |
| Capital Funds for Secondary Infrastructure - LAIF | 67,525                   | 2,025           | -                    | 69,550                     | 69,673              |
| <b>Total Investments</b>                          | <b>\$ 6,222,645</b>      | <b>\$ 4,300</b> | <b>\$ (4,300)</b>    | <b>\$ 6,222,645</b>        | <b>\$ 6,233,661</b> |

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 March 31, 2020  
(Unaudited)**

|   | Mar 2020           | Jan 2020         | YTD              | Budget                | YTD 67%    | Prior YTD        |
|---|--------------------|------------------|------------------|-----------------------|------------|------------------|
| 1 Operating Revenues  | \$ 344,211         | \$ 312,319       | \$ 3,332,461     | \$ 4,511,800          | 74%        | \$ 3,194,465     |
| 2 Non-Operating Revenues  | 62,055             | 61,410           | 612,135          | 780,300               | 78%        | 584,866          |
| <b>Total Revenue Available to<br/>Fund Operations &amp; Capital/R&amp;R</b> | <b>406,266</b>     | <b>373,729</b>   | <b>3,944,596</b> | <b>5,292,100</b>      | <b>75%</b> | <b>3,779,331</b> |
| 4 Operating Expenses  | 283,783            | 297,673          | 3,147,620        | 4,406,800             | 71%        | 2,871,251        |
| 5 Non-Operating Expenses  | 30,386             | 30,386           | 260,812          | 346,700               | 75%        | 224,182          |
| 6 Total Debt Service  | 122,568            | -                | 248,485          | 249,200               | 100%       | 25,000           |
| 7 Total Expenses  | 436,737            | 328,059          | 3,656,916        | 5,002,700             | 73%        | 3,120,433        |
| <b>Net Revenues Available to Fund<br/>Capital Related Expenditures</b>      | <b>(30,472)</b>    | <b>45,670</b>    | <b>287,680</b>   | <b>289,400</b>        | <b>99%</b> | <b>658,898</b>   |
| 9 Debt Proceeds   | -                  | -                | 2,000,000        | 2,000,000             | 100%       | -                |
| 10 District Projects  | (270)              | (7,573)          | (46,600)         | (205,000)             | 23%        | (12,157)         |
| 11 CIP Projects   | (19,194)           | (19,264)         | (2,053,220)      | (3,000,000)           | 68%        | (90,638)         |
| 12 Repairs & Replacement  | (9,777)            | -                | (22,277)         | (795,000)             | 3%         | (159,251)        |
| 13 Capital Outlay   | (10,894)           | (4,047)          | (127,216)        | (295,000)             | 43%        | (401,334)        |
| 14 Election Expense   | -                  | -                | (78,622)         | (20,000)              | 393%       | -                |
| <b>Sub-Total</b>  | <b>(40,135)</b>    | <b>(30,883)</b>  | <b>(327,936)</b> | <b>(2,315,000)</b>    |            | <b>(663,382)</b> |
| 15 Transfers in from SRF for Election                                       | 6,482              | 6,482            | 74,685           | 95,100                | 79%        | 98,835           |
| <b>16 Increase (Decrease) in Fund Balance</b>                               | <b>\$ (64,125)</b> | <b>\$ 21,268</b> | <b>\$ 34,429</b> | <b>\$ (1,930,500)</b> | <b>-2%</b> | <b>\$ 94,352</b> |

*\*Debt proceeds received in June 2019 are included here for project tracking purposes.*

*\*\*AMI Expenditures from June 2019 totaling \$1.121M included in current year expenditures for project tracking purposes.*

*No assurance is provided on these financial statements.*

**Twentynine Palms Water Department**  
**Detail Statement of Revenues and Expenses**  
**For the Period Ending March 31, 2020**  
**(Unaudited)**

|   | Mar 2020       | Feb 2020       | YTD              | Budget           | YTD<br>67% | Prior YTD        |
|---|----------------|----------------|------------------|------------------|------------|------------------|
| <b>1 Operating Revenues</b>                     |                |                |                  |                  |            |                  |
| 2 Water Sales                                   | \$ 223,433     | \$ 193,954     | \$ 2,246,458     | \$ 3,055,500     | 74%        | \$ 2,157,327     |
| 3 RTS   | 116,499        | 107,655        | 986,673          | 1,342,300        | 74%        | 927,177          |
| 4 Other Operating Revenue                       | 4,278          | 10,710         | 99,331           | 114,000          | 87%        | 109,962          |
| <b>5 Total Operating Revenues</b>               | <b>344,211</b> | <b>312,319</b> | <b>3,332,461</b> | <b>4,511,800</b> | <b>74%</b> | <b>3,194,465</b> |
| <b>6 Non-Operating Revenues</b>                 |                |                |                  |                  |            |                  |
| 7 Capital Impact Fees                           | 4,300          | 2,275          | 21,693           | -                | 0%         | 21,741           |
| 8 Water Availability Assessment                 | 49,258         | 49,258         | 443,325          | 591,100          | 75%        | 443,325          |
| 9 Interest Revenue                              | 562            | -              | 89,147           | 124,300          | 72%        | 67,963           |
| 10 Other Penalties                              | 207            | 705            | 17,126           | 34,900           | 49%        | 20,655           |
| 11 Reimbursed Expenses                          | 7,629          | 8,966          | 30,238           | 5,000            | 605%       | 5,581            |
| 12 Other Non-Operating Revenue                  | 98             | 205            | 10,606           | 25,000           | 42%        | 25,600           |
| <b>13 Total Non-Operating Revenues</b>          | <b>62,055</b>  | <b>61,410</b>  | <b>612,135</b>   | <b>780,300</b>   | <b>78%</b> | <b>584,866</b>   |
| <b>14 Total Revenues</b>                        | <b>406,266</b> | <b>373,729</b> | <b>3,944,596</b> | <b>5,292,100</b> | <b>75%</b> | <b>3,779,331</b> |
| <b>15 Operating Expenditures</b>                |                |                |                  |                  |            |                  |
| <b>16 Source of Supply</b>                      |                |                |                  |                  |            |                  |
| 17 Labor & Benefits                             | 730            | 1,199          | 6,171            | 19,400           | 32%        | 14,606           |
| 18 Direct Expenses                              | 17,606         | 19,745         | 231,436          | 362,200          | 64%        | 232,244          |
| <b>19 Total Source of Supply</b>                | <b>18,336</b>  | <b>20,945</b>  | <b>237,607</b>   | <b>381,600</b>   | <b>62%</b> | <b>246,850</b>   |
| <b>20 Pumping</b>                               |                |                |                  |                  |            |                  |
| 21 Labor & Benefits                             | 190            | 150            | 1,744            | 5,800            | 30%        | 4,120            |
| 22 Direct Expenses                              | 15,941         | 10,784         | 96,000           | 125,000          | 77%        | 104,585          |
| <b>23 Total Pumping</b>                         | <b>16,131</b>  | <b>10,934</b>  | <b>97,745</b>    | <b>130,800</b>   | <b>75%</b> | <b>108,704</b>   |
| <b>24 Transmission &amp; Distribution</b>       |                |                |                  |                  |            |                  |
| 25 Labor & Benefits                             | 85,392         | 89,925         | 797,269          | 993,900          | 80%        | 690,638          |
| 26 Direct Expenses                              | 29,320         | 21,696         | 263,297          | 353,500          | 74%        | 237,050          |
| <b>27 Total Transmission &amp; Distribution</b> | <b>114,712</b> | <b>111,621</b> | <b>1,060,566</b> | <b>1,347,400</b> | <b>79%</b> | <b>927,688</b>   |
| <b>28 Treatment Wells</b>                       |                |                |                  |                  |            |                  |
| 29 Labor & Benefits                             | 4,235          | 5,821          | 45,707           | 67,200           | 68%        | 46,934           |
| 30 Direct Expenses                              | 779            | 4,600          | 22,560           | 41,400           | 54%        | 29,098           |
| <b>31 Total Treatment Wells</b>                 | <b>5,014</b>   | <b>10,421</b>  | <b>68,267</b>    | <b>108,600</b>   | <b>63%</b> | <b>76,032</b>    |
| <b>32 Treatment Facility</b>                    |                |                |                  |                  |            |                  |
| 33 Labor & Benefits                             | 15,784         | 14,046         | 180,766          | 261,400          | 69%        | 184,748          |
| 34 Direct Expenses                              | 10,371         | 36,938         | 424,274          | 514,700          | 82%        | 278,886          |
| <b>35 Total Treatment Facility</b>              | <b>26,155</b>  | <b>50,984</b>  | <b>605,040</b>   | <b>776,100</b>   | <b>78%</b> | <b>463,635</b>   |
| <b>36 Customer Accounts</b>                     |                |                |                  |                  |            |                  |
| 37 Labor & Benefits                             | 17,530         | 13,462         | 184,751          | 256,500          | 72%        | 185,146          |
| 38 AMI Temporary Labor                          | 2,709          | 2,709          | 38,180           | 55,000           | 69%        | -                |
| 39 Direct Expenses                              | 3,010          | 4,444          | 24,916           | 58,300           | 43%        | 18,848           |
| <b>40 Total Customer Accounts</b>               | <b>23,249</b>  | <b>20,615</b>  | <b>247,848</b>   | <b>369,800</b>   | <b>67%</b> | <b>203,994</b>   |

**Twentynine Palms Water Department**  
**Detail Statement of Revenues and Expenses**  
**For the Period Ending March 31, 2020**  
**(Unaudited)**

|  | Mar 2020           | Feb 2020         | YTD               | Budget            | YTD<br>67%  | Prior YTD         |
|--|--------------------|------------------|-------------------|-------------------|-------------|-------------------|
| <b>41 General Administration</b>               |                    |                  |                   |                   |             |                   |
| 42 Outside Services                            | 15,997             | 21,086           | 214,723           | 412,400           | 52%         | 230,179           |
| 43 Direct Expenses                             | 24,202             | 14,532           | 201,731           | 306,500           | 66%         | 197,171           |
| <b>44 Total General Admin.</b>                 | <b>40,199</b>      | <b>35,618</b>    | <b>416,454</b>    | <b>718,900</b>    | <b>58%</b>  | <b>427,350</b>    |
| <b>45 Employee Salaries</b>                    |                    |                  |                   |                   |             |                   |
| 46 Direct Labor                                | 108,287            | 107,666          | 1,119,886         | 1,451,900         | 77%         | 1,028,657         |
| 47 Less Transfer to Operations                 | (85,926)           | (84,775)         | (881,458)         | (1,142,900)       | 77%         | (792,241)         |
| <b>48 Total General &amp; Admin. Salaries</b>  | <b>22,360</b>      | <b>22,891</b>    | <b>238,428</b>    | <b>309,000</b>    | <b>77%</b>  | <b>236,416</b>    |
| <b>49 District Benefits / G&amp;A Benefits</b> |                    |                  |                   |                   |             |                   |
| 50 District Benefits - (H/D/V)                 | 30,332             | 29,484           | 265,622           | 380,600           | 70%         | 252,798           |
| 51 District Benefits - Taxes                   | 8,991              | 9,879            | 91,689            | 117,500           | 78%         | 84,829            |
| 52 District Benefits - Workers Comp            | 5,442              | 5,442            | 47,635            | 52,700            | 90%         | 37,188            |
| 53 District Benefits - CalPERS                 | 12,421             | 14,895           | 119,893           | 164,500           | 73%         | 103,612           |
| <b>54 Subtotal District Benefits</b>           | <b>57,186</b>      | <b>59,700</b>    | <b>524,839</b>    | <b>715,300</b>    | <b>73%</b>  | <b>478,427</b>    |
| 55 Less: Transfer to Operations                | (57,186)           | (59,700)         | (524,839)         | (715,200)         | 73%         | (478,428)         |
| <b>56 Total G&amp;A Benefits Allocated</b>     | <b>11,808</b>      | <b>13,020</b>    | <b>111,695</b>    | <b>152,100</b>    | <b>73%</b>  | <b>109,385</b>    |
| <b>57 Payouts &amp; Retiree Medical</b>        |                    |                  |                   |                   |             |                   |
| 58 Vacation / Sick Payouts                     | 5,319              | -                | 54,443            | 58,000            | 94%         | 41,082            |
| 59 Retiree Medical                             | -                  | -                | 3,271             | 22,500            | 15%         | 15,456            |
| <b>60 Total Payouts &amp; Retiree Medical</b>  | <b>5,319</b>       | <b>-</b>         | <b>57,714</b>     | <b>80,500</b>     | <b>72%</b>  | <b>56,538</b>     |
| <b>61 Board of Directors</b>                   |                    |                  |                   |                   |             |                   |
| 62 Directors' Fees                             | 500                | 625              | 5,925             | 17,000            | 35%         | 7,100             |
| 63 Direct Expenses                             | -                  | -                | 332               | 15,000            | 2%          | 7,560             |
| <b>64 Total Board of Directors</b>             | <b>500</b>         | <b>625</b>       | <b>6,257</b>      | <b>32,000</b>     | <b>20%</b>  | <b>14,660</b>     |
| <b>65 Total Operating Expenditures</b>         | <b>283,783</b>     | <b>297,673</b>   | <b>3,147,620</b>  | <b>4,406,800</b>  | <b>71%</b>  | <b>2,871,251</b>  |
| <b>66 Non-Operating Expenditures</b>           |                    |                  |                   |                   |             |                   |
| <b>67 Debt Service</b>                         |                    |                  |                   |                   |             |                   |
| 68 Principal                                   | -                  | -                | 94,400            | 189,700           | 50%         | -                 |
| 69 Interest / Issuance Costs                   | 122,568            | -                | 154,085           | 59,500            | 259%        | 25,000            |
| <b>70 Total Debt Service</b>                   | <b>122,568</b>     | <b>-</b>         | <b>248,485</b>    | <b>249,200</b>    | <b>100%</b> | <b>25,000</b>     |
| <b>PERS Unfunded</b>                           |                    |                  |                   |                   |             |                   |
| 71 Unfunded PERS Annual Payment                | 13,720             | 13,720           | 110,812           | 146,700           | 76%         | 89,182            |
| 72 Unfunded Pension & OPEB Trust Payments      | 16,667             | 16,667           | 150,000           | 200,000           | 75%         | 135,000           |
| <b>Total PERS Unfunded</b>                     | <b>30,386</b>      | <b>30,386</b>    | <b>260,812</b>    | <b>346,700</b>    | <b>75%</b>  | <b>224,182</b>    |
| <b>73 Total Non-Operating Expenditures</b>     | <b>152,954</b>     | <b>30,386</b>    | <b>509,297</b>    | <b>595,900</b>    | <b>85%</b>  | <b>249,182</b>    |
| <b>74 Total Expenditures</b>                   | <b>436,737</b>     | <b>328,059</b>   | <b>3,656,916</b>  | <b>5,002,700</b>  | <b>73%</b>  | <b>3,120,433</b>  |
| <b>Net Revenues Available to Fund Capital</b>  |                    |                  |                   |                   |             |                   |
| <b>75 Related Expenditures</b>                 | <b>\$ (30,472)</b> | <b>\$ 45,670</b> | <b>\$ 287,680</b> | <b>\$ 289,400</b> | <b>99%</b>  | <b>\$ 658,898</b> |

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 March 31, 2020  
(Unaudited)**

|                               | <u>Mar 2020</u> | <u>Feb 2020</u> | <u>YTD</u>     | <u>Budget</u>  | <u>YTD<br/>67%</u> | <u>Prior<br/>YTD</u> |
|-------------------------------|-----------------|-----------------|----------------|----------------|--------------------|----------------------|
| 1 Tower Revenues              | \$ 9,814.89     | \$ 9,814.89     | \$ 104,685.24  | \$ 131,100.00  | 80%                | \$ 128,834.79        |
| 2 Less Transfers Out to Fire  | \$ -            | \$ -            | \$ -           | \$ -           | N/A                | \$ -                 |
| 3 Less Transfers Out To Water | \$ (6,481.56)   | \$ (6,481.56)   | \$ (74,685.27) | \$ (91,100.00) | 82%                | \$ (98,834.82)       |
| 4 Transfer to PARS Trust      | \$ (3,333.33)   | \$ (3,333.33)   | \$ (29,999.97) | \$ (40,000.00) | 75%                | \$ (29,999.97)       |
| <b>Ending Balance</b>         | <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 March 31, 2020**  
**(Unaudited)**

| <b>Carryover Capital Approved in Previous Years</b>         | <b>Budget<br/>FY 19/20</b> | <b>Current Year<br/>Expenditures</b> | <b>Remaining<br/>Budget /<br/>(Over Budget)</b> |
|---|----------------------------|--------------------------------------|---|
| <b>District Projects</b>                                    |                            |                                      |   |
| 1 GW Mgmt. Plan & Urban Water Mgmt. Plan                    | \$ 45,000                  | \$ -                                 | \$ 45,000                                       |
| 2 Treatment Feasibility & Exploration Costs                 | 35,000                     | -                                    | 35,000  |
| 3 Standard Drawings Update                                  | 25,000                     | -                                    | 25,000  |
| 4 Asset Management Plan                                     | 50,000                     | 46,600                               | 3,400   |
| 5 Salt Nutrient Monitoring Wells\Sampling                   | 50,000                     | -                                    | 50,000  |
| 6 <b>Total Carryover Capital Approved in Previous Years</b> | <b>205,000</b>             | <b>46,600</b>                        | <b>158,400</b>                                  |
| <b>Capital Improvement Plan</b>                             |                            |                                      |   |
| 8 Chromium VI and Flouride for Well 11B                     | 650,000                    | -                                    | 650,000   |
| 9 Fluoride Variance (Expiring) - TP-2, W12, W16             | 1,350,000                  | 754,891                              | 595,109   |
| 10 Well 11-B Construction/Professional Services             | -                          | 32,891                               | (32,891)  |
| 11 AMI / AMR Meters   | 1,000,000                  | 1,265,438                            | (265,438)                                       |
| 12 <b>Total Capital Improvement Plan</b>                    | <b>3,000,000</b>           | <b>2,053,220</b>                     | <b>946,780</b>                                  |
| <b>Repairs, Rehabilitation, &amp; Maintenance</b>           |                            |                                      |   |
| 14 Plant 6 Electrical and Well Upgrade                      | 25,000                     | -                                    | 25,000  |
| 15 Emergency Repairs, Unspecified                           | 50,000                     | 12,501                               | 37,499  |
| 16 Repiping/Distribution System Upgrades                    | 50,000                     | -                                    | 50,000  |
| 17 Reservoir Recoating / Cathodic Protection                | 30,000                     | -                                    | 30,000  |
| 18 Meter Replacement Program                                | 20,000                     | -                                    | 20,000  |
| 19 Well Rehabilitation                                      | 10,000                     | 8,850                                | 1,150   |
| 20 Fluoride Plant Instrumentation\Coating                   | 10,000                     | 927                                  | 9,073   |
| 21 Treated Water Reservoir Coating                          | 500,000                    | -                                    | 500,000   |
| 22 Campbell Reservoir Road Paving                           | 100,000                    | -                                    | 100,000   |
| 23 <b>Total Repairs &amp; Maintenance</b>                   | <b>795,000</b>             | <b>22,277</b>                        | <b>772,723</b>                                  |
| <b>Capital Outlay</b>                                       |                            |                                      |   |
| 25 Vehicle/Equipment Replacements                           | 125,000                    | 91,483                               | 33,517  |
| 26 Computer/Technology Replacements                         | 30,000                     | 12,963                               | 17,037  |
| 27 GIS  | 30,000                     | 9,785                                | 20,215  |
| 28 Administrative Building\Office Remodel                   | 25,000                     | -                                    | 25,000  |
| 29 Energy Efficiency Projects                               | 50,000                     | 12,986                               | 37,014  |
| 30 One-Time Existing Conditions Sampling Event              | 35,000                     | -                                    | 35,000  |
| 31 <b>Total Capital Outlay</b>                              | <b>295,000</b>             | <b>127,216</b>                       | <b>167,784</b>                                  |

**7.4**

**NO  
MATERIAL  
PROVIDED**



**8**

**CLOSED  
SESSION**

9

**CLOSED  
SESSION**

**10**

**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:    | MAY 22, 2020   |
| FROM:    | RAY KOLISZ, GENERAL MANAGER  |
| SUBJECT: | CONSIDERATION TO APPROVE SIDE LETTER OF AGREEMENT<br>BETWEEN TWENTYNINE PALMS WATER DISTRICT AND AFSCME,<br>LOCAL 1902 |

**BACKGROUND AND DISCUSSION**

The current Memorandum of Understanding (MOU) between the Twentynine Palms Water District (District) and the American Federation of State, County and Municipal Employees (hereafter known as AFSCME and/or Union) is set to expire on May 31, 2020. The Union requested to open up negotiations earlier this year but due to the events of COVID-19, negotiations have been delayed.

The District and Union feel that it is in the best interest of both parties to extend the current MOU's expiration date for six (6) months to allow for negotiations to resume. This extension will place an expiration date of November 30, 2020 of the MOU.

For review and consideration for approval is a "Side Letter of Agreement".

**RECOMMENDATION**

Approve the Side Letter of Agreement Between the Twentynine Palms Water District and AFSCME, Local 1902 to extend the expiration date of the MOU.

**Attachment:**

Side Letter of Agreement

**SIDE LETTER OF AGREEMENT BETWEEN**

**TWENTYNINE PALMS WATER DISTRICT**

**AND**

**AFSCME, LOCAL 1902**

The District and the AFSCME agree to modify the Memorandum of Understanding set to expire on May 31, 2020 as follows:

1. Section 1.3.1 shall be changed to read:
  - 1.3.1 This MOU shall be effective as of June 1, 2016 and shall remain in full force and effect up to and including November 30, 2020.
2. The parties agree that any negotiated COLA for the 2020-2021 Fiscal Year shall be retroactive to June 1, 2020.
3. Except as modified above, the terms and conditions of the MOU shall remain in effect as provided therein.

**APPROVAL:**

\_\_\_\_\_  
Irene Beard, President AFSCME, Local 1902

\_\_\_\_\_  
Ray Kolisz, General Manager

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

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