

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

This meeting will be open to the public with limited seating due to social distancing restrictions in an effort to protect public health and prevent the spread of COVID-19.

January 27, 2021 / 4:00 P.M.

AGENDA

Next Resolution #21-03

Next Ordinance #99

Call to Order and Roll Call

Pledge of Allegiance

Additions/Deletions to the Agenda

Public Comments

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

1. Public Hearing on Proposed Miscellaneous Fees and Charges
 - 1.1 Board to Hear Public Testimony at This Time
2. Consider Resolution 21-01 Adopting Miscellaneous Fees and Charges and Taking other Actions Related thereto
3. Public Hearing on Establishing a Schedule of Rates for Monthly Water Service Charges
 - 3.1 Board to Hear Public Testimony at This Time
4. Approval of Resolution 21-02 Adopting a Schedule of Rates for Monthly Water Service Charges Commencing with Fiscal Year 2021-2022
5. Consideration to Acknowledge the Well TP-2 Project as a Class 3 Categorical Exemption
6. Review Bid Results and Approve Selection of Contractor for Well TP-2
7. Consent Calendar

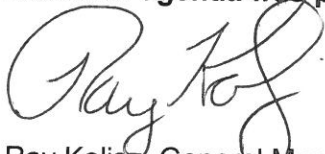
Matters under the Consent Calendar are to be considered routine and will be enacted in a single motion. There will be no separate discussion of these items unless the Board, staff or the public requests specific items be removed for separate discussion and action before the Board votes on the motion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

- Minutes of the Regular Meeting held on December 16, 2020
- Audit List

8. Items Removed from the Consent Calendar for Discussion or Separate Action
9. Management Reports
 - 9.1 Maintenance
 - 9.2 Water Quality
 - 9.3 Finance
 - 9.4 General Manager
10. Future Agenda Items and Staff Tasks/Directors' Comments and Reports
11. Adjournment

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

Notice of agenda was posted on or before 4:00 p.m., January 21, 2021.



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.

1

**NO
MATERIAL
PROVIDED**

1.1

**NO
MATERIAL
PROVIDED**

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:	JANUARY 27, 2021
FROM:	RAY KOLISZ, GENERAL MANAGER
SUBJECT:	CONSIDERATION TO APPROVE RESOLUTION 21-01 ADOPTING MISCELLANEOUS FEES AND CHARGES

BACKGROUND AND DISCUSSION

The District is organized under the County Water District Law, which authorizes the Board to set rates for fees and charges for services provided, as well as penalties for violations of District regulations and ordinances, and generally to adopt such penalties, fees and charges by resolution or ordinance.

The Board is now considering adoption of a schedule of miscellaneous fees and charges, including opening fees, credit card fees, termination tag fees, fire flow letter fees, and others set forth in the attached resolution. The rate increases for the water service fees must fall under one of seven express exemptions to the definition of a "tax" under article XIII C, section 1(e) of the California constitution, commonly known as Proposition 26. Generally, the District must demonstrate that the fees and charges do not exceed the reasonable estimated cost of the service, product, or regulatory activity for which the fee or charge is imposed. Penalties are not subject to such requirements. The analysis supporting these fees is available for inspection at the District's offices.

The District is required to hold a public hearing pursuant to Government Code section 66018 for the adoption of the fees and charges. This hearing is not a "protest proceeding" as is applicable to property-related fees; rather, this is an opportunity for the public to be heard. After the hearing, the Board may determine whether to adopt the proposed fees and charges and penalties.

RECOMMENDATION

Staff recommends adopting Resolution No. 21-01 adopting miscellaneous fees and charges.

RESOLUTION NO. 21-01

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TWENTYNINE PALMS WATER DISTRICT
ADOPTING FEES AND CHARGES, AND
TAKING OTHER ACTIONS RELATED THERETO**

WHEREAS, the Twentynine Palms Water District (the “District”) provides the community with various public services, including new water service installations, reconnection of water service, and other related services, and is authorized to impose fees and charges, or require deposits in exchange for, such services; and

WHEREAS, the District analyzed the costs for providing such services, and based on such analysis and related data, has determined that it is necessary to adopt certain new or increased fees, as well as penalties for violation of District regulations (the “Fees”); and

WHEREAS, the proposed action has been properly noticed as required by Government Code Section 66018 following publication requirements set forth in Government Code Section 6062a; and

WHEREAS, the District previously adopted Ordinance No. 99, authorizing the Board to adopt new or increased Fees by resolution or ordinance;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Twentynine Palms Water District as follows:

1. The above Recitals are true and correct and by this reference incorporated herein.
2. The Board of Directors hereby adopts the Fees set forth in Exhibit “A” hereto. The Fees imposed by this Resolution shall supersede any prior fees or charges imposed by resolution or otherwise by the Board of Directors, to the extent such prior fees or charges conflict herewith.
3. The Board of Directors called a public hearing for January 27, 2021, at the District’s offices, for the purpose of receiving public comments to the proposed Fees. Notice of the public hearing was given in accordance with requirements set forth in Government Code section 66018. On January 27, 2021, at the time and place set for the public hearing, the Board of Directors heard and considered all oral and written presentations and comments made regarding the proposed Fees.
3. The Board of Directors finds and determines that:
 - (a) The Fees established by this resolution:
 - (1) are imposed for a specific government service provided directly to the payor, or for reasonable regulatory costs of the District for issuing licenses and permits, performing investigations, inspections, and administrative enforcements of the District’s Administrative Code or other rules or ordinances, or are penalties for violations of District rules and regulations;
 - (2) with the exception of any penalties, are no more than necessary to cover the reasonable costs of the governmental activity for which the Fee is imposed; and
 - (3) with the exception of any penalties, the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor’s burdens

on, or benefits received from, the governmental activity for which the Fee is imposed.

(b) The Fees are not taxes within the meaning of California Constitution article XIII C, section 1(e).

4. If any section, subsection, clause or phrase in this resolution or the application thereof to any person or circumstances is for any reason held invalid, the validity of the remainder of this resolution or the application of such provision to other persons or circumstances shall not be affected thereby. The Board of Directors hereby declares that it would have passed this resolution and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses, or phrases or the application thereof to any person or circumstance be held invalid.
5. This Resolution shall become effective upon the date of adoption.

ADOPTED, SIGNED, AND APPROVED this 27th day of January, 2021.

Ayes:

Noes:

Abstain:

Absent:

Carol Giannini, President
Board of Directors

Attest:

Ray Kolisz, Board Secretary
Twentynine Palms Water District

Exhibit "A"
Schedule of Fees

(see attached)

EXHIBIT "A"
SCHEDULE OF FEES

Deposits \$200

Deposits will be returned when the account is closed.

Deposits will apply to new accounts and current accounts that are locked off for non-payment that either do not currently have a deposit on file or the current deposit is \$75 in which the account will be billed for the additional \$125 bringing the total deposit to \$200.

Opening Fee \$35

Credit Card Fee \$2.95

Credit Card Fee will apply if paying in-person or over the phone

Clean and Show \$35

Fire Flow Letter \$15

After Hours Fee \$70

Termination Fee Tag \$10

Reconnect Fee \$50

Tampering Fee \$45

Returned Check Fee \$35

***New Service Installation Fees**

5/8" Short Side \$1,496.10

5/8" Bore \$2,021.28

5/8" Open Cut \$3,021.28

3/4" Short Side \$1,506.10

3/4" Bore \$2,031.28

3/4" Open Cut \$3,031.48

1" Short Side \$1,571.10

1" Bore \$2,096.28

1" Open Cut \$3,096.28

1 ½" Short Side	\$2,696.10
1 ½" Open Cut	\$4,556.28
2" Short Side	\$3,201.10
2" Open Cut	\$5,062.28
Larger Than 2"	\$Time and Material Estimated by District

**Labor and Material Fee Only*

**NO
MATERIAL
PROVIDED**

3.1

**NO
MATERIAL
PROVIDED**

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:	JANUARY 21, 2021
FROM:	RAY KOLISZ, GENERAL MANAGER
SUBJECT:	CONSIDERATION TO APPROVE RESOLUTION 21-02 ADOPTING INCREASED RATES FOR WATER SERVICE FEES

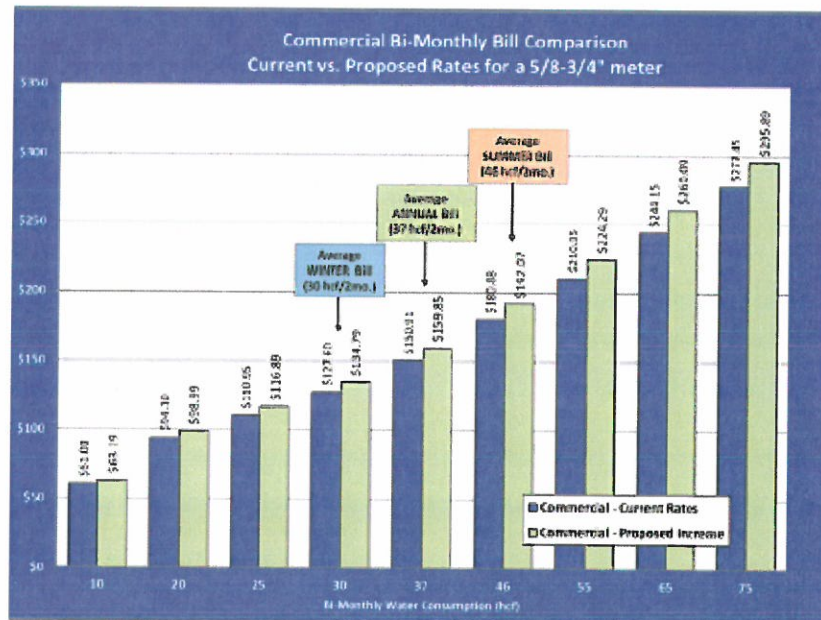
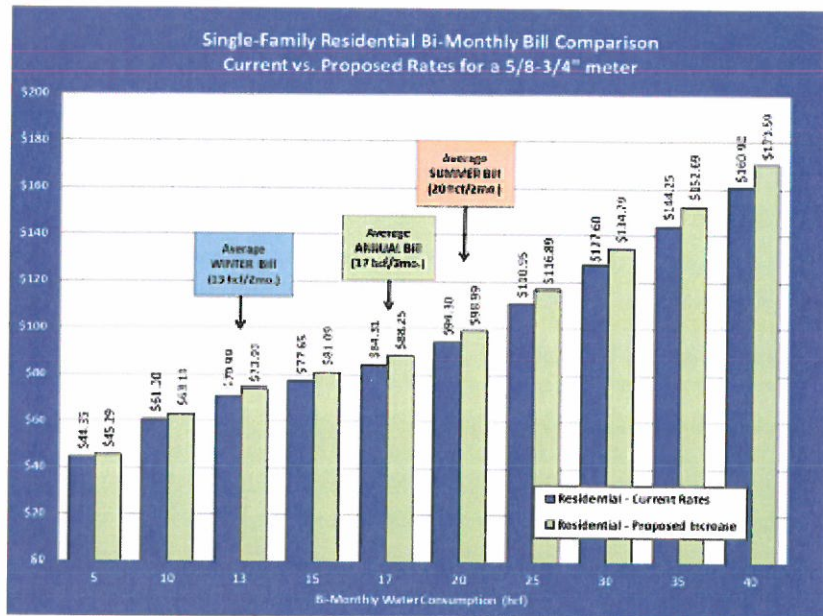
BACKGROUND AND DISCUSSION

The District is organized under the County Water District Law, which authorizes the Board to set rates for fees and charges for services provided, and generally to adopt such fees and charges by resolution or ordinance.

The Board is now considering adoption of rate increases for water service charges. While the District is committed to charging the lowest possible rates for its customers, the District is also committed to exercising fiscal discipline and taking steps necessary to provide the highest quality of water service. The District previously retained an independent rate consultant to conduct an analysis of the cost of providing water service for the District, and has determined that rate increases are necessary to recover current and projected increases in the costs of operating and maintaining the District water system, including water treatment costs, and capital infrastructure improvements needed to provide safe and reliable drinking water, as well as to comply with State mandated regulatory requirements, avoid operational deficits and depletion of reserves, and to continue operating the District in a financially prudent manner.

The proposed rate increases for the water service fees do not include a change in structure. The proposed rates will continue to include a fixed service charge component, which varies depending on the size of the meter serving the property, and a variable commodity charge which is based on the amount of water delivered to each parcel, and which varies for potable and non-potable water users based on the unique costs of providing service to such properties. Additionally, certain commercial properties have installed private fire service lines, and the District proposes to continue to charge a fixed service charge on such lines depending on the size of the meter. Finally, the District has recently implemented an automated meter infrastructure system, and proposes to pass through the charge of manual meter reading for those property owners choosing to opt out of such program.

The tables below show a comparison between current and proposed rates for typical users, both for commercial and residential customers:



The rate increases for the water service fees must comply with article XIII D, section 6 of the California constitution, commonly known as Proposition 218. Procedurally, the District was required to mail a notice of public hearing to all property owners and customers of record at least 45 days prior to the date of the public hearing. At the public hearing, the Board is prohibited from adopting the rate increases if a majority of the owners of separate parcels submit written protests against the rate increase. The District mailed notice on December 11, 2020. To date, the District has received 10 valid

written protests. The District would have to receive 4,086 protests to constitute a majority protest.

In order to comply with the substantive requirements, the District's independent rate consultant confirmed and ensured that the proposed rates generate revenues only for the purpose of providing water service, and do not exceed the proportional cost of service on a parcel basis.

RECOMMENDATION

Staff recommends adopting Resolution No. 21-02 adopting increased rates for water service fees.

RESOLUTION NO. 21-02

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
TWENTYNINE PALMS WATER DISTRICT ADOPTING A
SCHEDULE OF RATES FOR MONTHLY WATER SERVICE
CHARGES COMMENCING WITH FISCAL YEAR 2021-2022**

WHEREAS, the Twentynine Palms Water District (the “District”) is organized and operates pursuant to the County Water District Law, Division 12 of the California Water Code, commencing with Section 30000 thereof; and

WHEREAS, the District provides water service throughout its service area, and is authorized under the County Water District Law, including without limitation Water Code section 31025, to fix and collect charges for the provision of water service pursuant; and

WHEREAS, the rate structure for the District’s water service charges is comprised of two components: (1) a bi-monthly Fixed Service Charge, which is established on the basis of the size of the meter serving a parcel of property and vary depending upon whether the parcel receives potable or non-potable water; and (2) a Commodity Charge, which is determined on the basis of the amount of water served to a parcel of property in hundreds of cubic feet (“HCF”) and varies depending on whether the water delivered is potable or non-potable; and

WHEREAS, in addition, the District imposes and proposes to continue to impose a fixed fire meter service charge on certain commercial properties as a condition of extending or initiating water service by (1) installation of a private fire suppression system, and upon the request of the consumer or property owner for the delivery of water to the property for the purpose of fire service and protection; and

WHEREAS, the District has installed certain automated meter reading infrastructure, and has previously adopted a policy allowing property owners to opt out of such automated meter reading. Consequently, the District will be required to incur costs associated with manual meter readings. Such customers of record and property owners that have determined to opt-out of automated meter reading will also be subject to an opt-out charge, to recover the cost of such manual readings of meters; and

WHEREAS, there has been presented to the District Board of Directors proposed rate increases to the water service charges (the “Charges”) that are designed to proportionately allocate the cost of providing water service among the District’s customer classes, all of which are more fully set forth in the Schedule of Water Service Charges attached hereto as Exhibit “A”; and

WHEREAS, the District’s rates for Charges are calculated to recover the costs of the District in providing water services and to proportionately allocate those costs among the water customers; and

WHEREAS, the revenues derived from the Charges will not exceed the funds required to provide water services and shall be used exclusively for providing water service; and

WHEREAS, the Charges will not exceed the proportional cost of the services attributable to each parcel upon which they are imposed; and

WHEREAS, the Charges will not be imposed on a parcel unless the water services are actually used by, or immediately available to, the owner of the parcel; and

WHEREAS, pursuant to California Constitution Article XIII D, Section 6 (“Article XIII D”), the District provided written notice (the “Notice”) by mail of: (1) the proposed increases to the rates for the Charges

to the record owner of each parcel upon which the Charges are proposed for imposition and any tenant directly liable for payment of the Charges; (2) the amount of the Charges proposed to be imposed on each parcel; (3) the basis upon which the Charges were calculated; (4) the reason for the proposed increases to the Charges; and (5) the date, time, and location of a public hearing (the "Hearing") on the proposed Charges; and

WHEREAS, the District provided such Notice not less than forty-five days prior to the Hearing on the proposed Charges; and

WHEREAS, the Hearing was held on this day, January 27, 2021; and

WHEREAS, at the Hearing, the Board of Directors heard all oral testimony, and considered all written materials, and written protests concerning the establishment and imposition of the proposed rate increases for the Charges, and at the close of the Hearing, the District did not receive written protests against the establishment and imposition of the proposed rate increases for the Charges from a majority of the affected property owners and tenants directly liable for the payment of the Charges; and

WHEREAS, the Board of Directors has determined to adopt the rates for the Charges set forth in Exhibit "A" hereto; and

WHEREAS, the rates for the Charges established by this Resolution and set forth in Exhibit "A" are for the purpose of: (A) meeting operational expenses, including employee wage rates and fringe benefits; (B) purchasing or leasing supplies, equipment, or materials; (C) meeting financial reserve needs and requirements; and (D) obtaining funds for capital projects necessary to maintain service within existing service areas, as set forth in this Resolution, and, therefore, the establishment of such Charges is not subject to the California Environmental Quality Act; and

WHEREAS, the District previously adopted Ordinance No. 99, authorizing the Board to adopt new or increased Fees by resolution or ordinance;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Twentynine Palms Water District as follows:

1. The matters set forth in the recitals to this Resolution are true and correct statements and by this reference are incorporated herein and made findings and determinations of the Board of Directors.

2. The Board of Directors hereby adopts the Charges in the amounts and at the rates set forth in Exhibit "A" hereto. The Charges in Exhibit "A" shall be effective for all services provided on and after February 1, 2021. The General Manager, or his designee, is hereby authorized and directed to collect the Charge for services provided on or after February 1, 2021, according to the rates set forth in Exhibit "A" and to increase the rate for the Charges on each January 1 thereafter, commencing January 1, 2022, as set forth in Exhibit "A" hereto. The General Manager is further authorized and directed to take all actions necessary to effectuate and collect the rates for Charges and other authorizations set forth herein.

3. All ordinances, resolutions or administrative actions by the Board of Directors, or parts thereof that are inconsistent with any provision of this Resolution are hereby superseded only by this Resolution to the extent of such inconsistency.

4. If any section, subsection, clause, sentence, or phrase in this Resolution is for any reason held invalid, the validity of the remainder of this Resolution shall not be affected thereby. The Board of Directors hereby declares it would have passed this Resolution and each section, sentence, clause, or

phrase thereof, irrespective of the fact that all or more sections, subsections, clauses, sentences, or phrases are held invalid.

5. This Resolution shall take effect immediately upon its adoption.

ADOPTED, SIGNED, AND APPROVED this 27th day of January, 2021.

Ayes:

Noes:

Abstain:

Absent:

Carol Giannini, President
Board of Directors

Attest:

Ray Kolisz, Board Secretary
Twentynine Palms Water District

Exhibit "A"
Schedule of Water Service Charges

Water Rate Schedule	Water Rates				
	Effective 2/1/2021	Effective 1/1/2022	Effective 1/1/2023	Effective 1/1/2024	Effective 1/1/2025
Fixed Service Charge – Bi-Monthly					
5/8-inch	\$27.39	\$30.13	\$33.14	\$35.45	\$40.10
3/4-inch	\$27.39	\$30.13	\$33.14	\$36.45	\$40.10
1-inch Dual Service-Residential	\$27.39	\$30.13	\$33.14	\$36.45	\$40.10
1-inch	\$38.66	\$42.53	\$46.78	\$51.46	\$56.61
1.5-inch	\$66.85	\$73.54	\$80.89	\$88.98	\$97.88
2-inch	\$100.68	\$110.75	\$121.83	\$134.01	\$147.41
3-inch	\$207.79	\$228.57	\$251.43	\$276.57	\$304.23
4-inch	\$365.65	\$402.22	\$442.44	\$486.68	\$535.35
6-inch	\$743.38	\$817.72	\$899.49	\$989.44	\$1,088.38

Water Rate Schedule	Water Rates				
	Effective 2/1/2021	Effective 1/1/2022	Effective 1/1/2023	Effective 1/1/2024	Effective 1/1/2025
Commercial Fire Meters – Fixed Service Charge – Bi-Monthly					
2-inch meter	\$88.87	\$97.76	\$107.54	\$118.29	\$130.12
3-inch meter	\$124.81	\$137.29	\$151.02	\$166.12	\$182.73
4-inch meter	\$173.82	\$191.20	\$210.32	\$231.35	\$254.49
6-inch meter	\$337.19	\$370.91	\$408.00	\$448.80	\$493.68
8-inch meter	\$533.24	\$586.56	\$645.22	\$709.74	\$780.71
10-inch meter	\$1,448.13	\$1,592.94	\$1,752.23	\$1,927.45	\$2,120.20
Non-Potable Meters – Fixed Service Charge – Bi-Monthly					
2-inch meter	\$677.19	\$744.91	\$819.40	\$901.34	\$991.47
Commodity Charges for All Water Consumed					
Commodity Charge Per HCF - Potable	\$3.58	\$3.94	\$4.33	\$4.76	\$5.24
Commodity Charge Per HCF – Non-Potable	\$0.63	\$0.69	\$0.76	\$0.84	\$0.92
Pay Station, Utah Trail Charge Per Gallon	\$0.0083	\$0.0091	\$0.0100	\$0.0110	\$0.0121
AMI Opt-Out Charge – Per Billing Cycle					
Per Account	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00

5

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:	JANUARY 21, 2021
FROM:	RAY KOLISZ, GENERAL MANAGER
SUBJECT:	CONSIDERATION TO ACKNOWLEDGE THE WELL TP-2 PROJECT AS A CLASS 3 CATEGORICAL EXEMPTION

BACKGROUND AND DISCUSSION.

In 2019, the District conducted an environmental assessment prior to the drilling of Well TP-2. Well TP-2 was constructed to provide a secondary source water production well for the Fluoride Treatment Plant as there was no current back-up well in the event of failure or scheduled maintenance to Well TP-1.

At that time, the District contracted with Tom Dodson and Associates (TDA) to review the project and recommend appropriate environmental documentation to comply with the California Environmental Quality Act (CEQA). The findings of that report concluded that the drilling and construction of Well TP-2 qualified for a Class 3 Categorical Exemption, as there was no adverse environmental impacts. A Notice of Exemption (NOE) was filed with the San Bernardino County Clerk.

As the District is anticipating award of contract to complete Phase 2 of the construction associated with Well TP-2, staff asked TDA to confirm that the work being completed falls into the original Categorical Exemption that was determined and filed in May of 2019. Based on the information provided and the scope of work, it has been determined that no further CEQA tasks are required.

RECOMMENDATION

Staff recommends that the Board of Directors find that the proposed TP-2 project falls within the scope of the Class 3 Categorical Exemption adopted for this project in 2019.

6

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

TO:	BOARD OF DIRECTORS
DATE:	JANUARY 21, 2021
FROM:	RAY KOLISZ, GENERAL MANAGER
SUBJECT:	REVIEW WELL TP-2 PROJECT BID RESULTS AND POSSIBLE AWARD OF CONTRACT

BID PROPOSALS

The District received four (4) bids to perform the equipping of Well TP-2.

The summary of bids are below and engineers report attached for your review:

M. Brey Electric, Inc.	\$1,002,873
Van Dyke Corp.	\$1,027,873
Cora Constructors, Inc.	\$1,097,000
Layne Christensen Co.	\$1,392,401

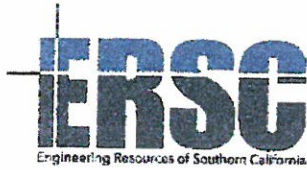
All submitted bids have been reviewed by John Egan with Engineering Resources of Southern California for accuracy and content. His letter of recommendation is attached for your review.

FISCAL IMPACT

Current fiscal year CIP budget has \$1,000,000 allocated for this job.

RECOMMENDATION

Staff recommends awarding contract to M. Brey Electric, Inc. for the equipping of Well TP-2.



05013.019

January 21, 2021

Twentynine Palms Water District
72401 Hatch Road
Twentynine Palms, CA 92277-2935

Attn: Ray Kolisz, General Manager

SUBJECT: EQUIPPING OF WELL TP-2

Gentlemen:

Four bids were received by the specified time of 10:00 a.m. on Tuesday, January 19, 2021 at the District offices for Equipping of Well TP-2 and thereafter opened. Bids were submitted by the firms of Layne Christensen Company, Cora Constructors, Inc., M Brey Electric, Inc., and Van Dyke Corporation. Bid amounts and Engineer's Estimate are as follows.

Engineer's Estimate	Layne Christensen Co.	M Brey Electric, Inc.	Van Dyke Corp.	Cora Constructors, Inc.
\$ 950,000	\$ 1,392,401	\$ 1,002,873	\$1,027,873	\$ 1,097,000

As indicated, three bids were fairly close to each other, with the low bid submitted by M Brey Electric, of Beaumont, Riverside County, being 5.5% higher than ERSC's revised estimate. All firms are considered responsible bidders.

Bids of all four were checked and found to be arithmetically correct and are displayed on the spreadsheet tabulation submitted Tuesday. Required bid bond, signed addenda(3), information of bidder, listing of subs and equipment suppliers were supplied by all four bidders. Only Layne listed a sub for installation of the articulated block slope covering. None of the others listed a sub specifically for the task, and therefore, presumably would self install the covering, or accomplish by means of the listed grading subcontractor. Nor did any of the three indicate or submit information for a qualifying representative to provide oversight as required in the specifications, amended by Addendum No. 3. Subsequently, upon inquiry, low bidder M Brey Electric, Inc. submitted a resume for Mr. Lowell Barden, as the experienced technical advisor/installer for the Fabriform® slope covering product. This is deemed to meet the specification installer qualification requirement.

05013.019

Ray Kolisz, General Manager

January 21, 2021

Page 2

M Brey Electric, Inc. is currently licensed as a contractor in California in categories A, General Engineering, and C-10, Electrical, with no issues and is also registered with the DIR (Department of Industrial Relations) as required and has workers compensation insurance coverage.

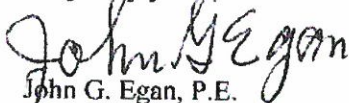
M Brey Electric, Inc is well known for electrical installations in Southern California and provided several references for projects involving electrical work, largest sector of work for equipping of Well TP-2 All contacted(5) had high praise for the firm's work product and methods and recommended use. Other major features of the project will be completed by experienced subcontractors, pump assembly installation by Best Drilling and Pump, Inc., and grading by Weaver Grading, Inc.

With our findings and the bid results analyzed, it is recommended that the Board award the project for Equipping of Well TP-2 to M Brey Electric, Inc.in the amount of \$1,002, 873.

Following the Board's decision, we will notify the contractor and provide the contract for signature and request submittal of insurance and bonds.

Should there be any questions, please contact me.

Very truly yours,


John G. Egan, P.E.
Principal Engineer

Cc: Steve Bayne, MBE

JGE:je

7

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

December 16, 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 present and the public calling in.

Call to Order and Roll Call

President Giannini called the Board meeting to order at 4:02 p.m. Those responding to roll call were Directors Michael Arthur, Bob Coghill, Suzi Horn, Carol Giannini, and Randy Leazer. Also present were General Manager Ray Kolisz, Maintenance Superintendent Matt Shragge, Financial Consultant Cindy Byerrum, and District Secretary Cindy Fowlkes. Treatment and Production Superintendent Mike Minatrea was absent.

Pledge of Allegiance

Director Leazer led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

Jeff Johnson, of Twentynine Palms, spoke in favor of the rate increase and voiced concerns about the Salt Nutrient management plan, should the base put in a sewer system.

1. Election of Officers

Director Coghill nominated Director Giannini to serve as President, seconded by Director Horn, and unanimously approved.

Director Giannini nominated Director Horn to serve as Vice-President, seconded by Director Leazer, and unanimously approved.

The General Manager, Ray Kolisz, will serve as the Board Secretary, which is common practice with most Districts.

2. Review of Audit Report for Fiscal Year 2019/2020 by Eadie and Payne

Brandon Ferrell and Eden Casareno with Eadie and Payne presented the audit via teleconference. The District had no deficiencies with internal control, and the financial statements presented fairly in accordance to GAAP. The financial statements were presented as a comparison with last year's audit. Due to COVID-19 and the uncertainty of delinquent accounts, a mid-year review was recommended.

Director Coghill made a motion to receive and file the 2019/2020 audited financial statements, seconded by Director Horn, and unanimously approved.

3. Review and Consideration of Resolution 20-06 Opt-Out Policy for the District's Advanced Meter (AMI)

Staff recommends adopting Resolution 20-06 establishing an opt-out policy for AMI meters for resident owners of single family residential houses, with associated fess becoming effective after approval at a noticed public hearing.

Director Arthur made a motion to adopt Resolution 20-06 AMI Opt-Out policy, 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

4. Consideration to Adopt Ordinance 99 Authorizing the Board of Directors to Adopt Fees and Charges by Resolution or Ordinance and Taking Certain other Actions Relating Thereto
Staff recommends adopting Ordinance 99 allowing the Board to adopt fees and charges by ordinance or resolution.

Director Horn made a motion to adopt Ordinance 99 allowing the Board flexibility in adopting fees and charges either by ordinance or resolution, 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

5. Consideration to Approve Funding to the City of Twentynine Palms for the Construction of Monitoring Wells and to Draft an Agreement to Assist the City with Sampling
Staff recommends the Board authorize the General Manager to contribute \$30,000 to the City of Twentynine Palms for the construction of monitoring wells and develop an agreement to provide labor to collect samples. Data collected from the monitoring wells can be used to meet Salt Nutrient Management Plan requirements, as part of the Waste Water Master Plan, imposed by the Colorado River Regional Water Quality Control Board. The data will help the District in assessing the impact septic systems have on groundwater in high density areas such as Project Phoenix. City Manager, Frank Luckino was on the phone to answer questions.

Director Horn made a motion to approve \$30,000 in funds to the City of Twentynine Palms for monitoring wells and enter an agreement for sampling labor costs, seconded by Director Coghill, and approved by the following roll call vote:

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

6. Review Bid for Well TP-2
The District received one bid for the equipping of Well TP-2 in the amount of \$1,318,375.42, exceeding the Engineer's Estimate of \$700.00. Due to discrepancies with the electrical portion, the District recommends that the lone bid be rejected and the project go back out for bid.

Director Leazer made a motion to reject the bid and advertised again for Well TP-2, seconded by Director Arthur, and unanimously approved.

7. Consent Calendar
- Minutes of a Regular Meeting held on November 18, 2020
 - Audit List

Director Arthur, moved to approve the Minutes and Audit List, seconded by Director Leazer, and unanimously approved.

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

9. Management Reports

9.1 Maintenance

Matt Shragge reported that the District responded to 86 Underground Service Alerts, had 0 water main leaks, 0 water meter leaks, 1 service line leak, 0 fire hydrant repairs/maintenance, installed 12 new services, replaced 2 customer gate valves, performed 2 leak audits, painted 87 fire hydrants, performed 3 customer pressure checks, replaced 0 meters Tested and exercised emergency generators and sounded wells for November. 1 water waste inquiry was received. 355 work orders were generated and performed during the month. There were no shut offs due to COVID-19. 0 AMI/AMR meters were installed.

9.2 Water Quality

Mike Minatrea was absent.

9.3 Finance

Ms. Byerrum reported expenses are on target and revenues are up, as expected this time of year.

9.4 General Manager

Mr. Kolisz reported. Prop 218 notices were mailed out. The public hearing will be held on January 27th. Protests must be in writing. District staff is on a split schedule as some employees have been exposed to COVID-19. Ray wished the Board a Merry Christmas.

7. Future Agenda Items and Staff Tasks/Directors' Comments and Reports
None

8. Adjournment

On motion by Director Horn, seconded by Director Arthur, and approved by the Board, the meeting was adjourned at: 4:45 p.m.

Carol Giannini, President
Board of Directors

Attest:

Ray Kolisz, Board Secretary
Twentynine Palms Water District

Twentynine Palms Water District

Check Date Range: 12/1/2020 thru 12/31/2020

Ck No	Ck Date	Payable To	Ck Amt	Ck Detail	GL Acct No	Description
15719	12/01/2020	Union Bank	2,118.29	319.94	100-150-0000-5220	Charges
				58.61	100-600-0000-5301	Charges
				106.00	100-600-0000-5301	Charges
				208.11	100-600-0000-5301	Charges
				5.00	100-600-0000-5406	Charges
				21.60	100-130-0000-5220	Charges
				8.99	100-600-0000-5406	Charges
				473.02	100-120-0000-5220	Charges
				74.58	100-600-0000-5203	Charges
				350.00	100-150-0000-5221	Charges
				37.70	100-150-0000-5221	Charges
				96.94	100-600-0000-5301	Charges
				78.28	100-130-0000-5220	Charges
				94.71	100-600-0000-5301	Charges
				93.29	100-130-0000-5220	Charges
				21.06	100-600-0000-5301	Charges
				43.49	100-130-0000-5220	Charges
				26.97	100-130-0000-5220	Charges
15720	12/10/2020	Jeff Arwick	165.00	165.00	100-150-0000-5406	Electrical repair
15721	12/10/2020	ACWA/JPIA	35,303.21	32,765.05	100-310-0000-5140	Health Benefits Jan 2021
				1,948.91	100-310-0000-5141	Health Benefits Jan 2021
				589.25	100-310-0000-5142	Health Benefits Jan 2021
15722	12/10/2020	Customer Refund	375.00	375.00	100-000-0000-2000	Refund Check
15723	12/10/2020	Customer Refund	250.00	250.00	100-000-0000-2000	Refund Check
15724	12/10/2020	Alternative Hose Inc.	106.54	106.54	100-130-0000-5220	Hose
15725	12/10/2020	Ansafone Contact Centers	132.96	132.96	100-160-0000-5406	Answering Service
15726	12/10/2020	Best Best & Krieger	1,392.10	1,392.10	100-600-0000-5403	Professional Services Nov 2020
15727	12/10/2020	Beyond Software Solutions	1,715.00	1,715.00	100-600-0000-5406	IT Services
15728	12/10/2020	Burrtec Waste & Recycling Svcs	234.10	70.61	100-150-0000-5406	Plant
				163.49	100-600-0000-5406	Hatch

Twentynine Palms Water District

Check Date Range: 12/1/2020 thru 12/31/2020

15729	12/10/2020	Byrd Industrial Electron	2,768.16	2,768.16	100-120-0000-5406	Implement Pressure Transmitters, Lupine, Cactus. 2mile. 2400 Boo
15730	12/10/2020	Calif. Rural Water Association	1,367.00	1,367.00	100-600-0000-5303	Annual Membership 01/01/2021 - 01/01/2022
15731	12/10/2020	California Community Water Systems Alliance	2,500.00	2,500.00	100-600-0000-5350	September 2020 - Monthly Charter Sponsorship
15732	12/10/2020	Clinical Lab of San Bern.	1,934.00	1,934.00	100-140-0000-5405	Samples - October 2020
15733	12/10/2020	Desert Hardware	83.04	83.04	100-150-0000-5220	PVC, tape, bags
15734	12/10/2020	Eide Bailly LLP	7,128.75	7,128.75	100-600-0000-5401	Retainer for Consulting Services - October 2020
15735	12/10/2020	Engineering Resources	5,696.30	5,696.30	100-825-0000-6001	Bid and Construction Services Proposal For Equipping Well TP-2
15736	12/10/2020	HASA, INC.	1,040.44	1,040.44	100-140-0000-5211	Carboy's of Sodium Hypochlorite 12.5% 5 Gallon Multi Chlor NSF
15737	12/10/2020	Hi-Grade Materials Co.	323.62	323.62	100-130-0000-5220	CL2 CRSH MISC BASE REC
15738	12/10/2020	Home Depot Credit Services	27.99	27.99	100-130-0000-5220	Rod Threaded Zinc
15739	12/10/2020	Inland Water Works	7,079.45	202.57	100-000-0000-1499	1" X 6" BRASS NIPPLE
				1,119.52	100-000-0000-1499	3/4" BRASS GATE VALVE
				1,532.64	100-000-0000-1499	3/4" BRASS CHECK VALVE
				340.22	100-000-0000-1499	1" X 1.5" METER TAIL
				183.28	100-000-0000-1499	3/4" X 1" METER BUSHING
				89.51	100-000-0000-1499	1" X 4" BRASS NIPPLE
				1,220.59	100-000-0000-1499	1" AMS
				949.55	100-000-0000-1499	1" BRASS GATE VLV
				1,024.71	100-000-0000-1499	1" MIP X CTS CORP STOP
				348.30	100-000-0000-1499	3/4" X 1.5" METER TAIL
				20.36	100-000-0000-1499	3/4" X 1" METER BUSHING
				48.20	100-000-0000-1499	1" X 4" BRASS NIPPLE
15740	12/10/2020	Interactive Controls ,Inc.	600.00	600.00	100-150-0000-5406	Troubleshoot Valves FCV-406 And FCV-301 on Fluoride Removal Plan
15741	12/10/2020	Customer Refund	1,492.50	1,492.50	100-108-0000-4802	Refund back assessments collected
15742	12/10/2020	Mcmaster-Carr Supply Co.	1,963.24	1,678.61	100-150-0000-5220	Desiccant, Filter Element, Air Filter Element
				226.29	100-150-0000-5220	Light Bulb ET23, Light Bulb PAR38 Floodlight, Light-Sensing Ligh
				58.34	100-150-0000-5220	Low-Pressure Brass Thhreaded Pipe Fitting
15743	12/10/2020	Minolta Business Systems	276.33	276.33	100-600-0000-5223	10/23/2020 - 11/22/2020
15744	12/10/2020	Customer Refund	38.79	38.79	100-000-0000-2000	Refund Check
15745	12/10/2020	NorthStar Chemical	6,701.36	6,701.36	100-150-0000-5211	Load of 50% Na OH Caustic NSF 60 (3750 Gallons)
15746	12/10/2020	Ortega Strategies Group	1,500.00	1,500.00	100-600-0000-5350	Consulting November 2020
15747	12/10/2020	Pitney Bowes	460.49	460.49	100-600-0000-5223	Contract 0040839765 09/30/2020 - 12/29/2020

Twentynine Palms Water District

Check Date Range: 12/1/2020 thru 12/31/2020

15748	12/10/2020	Proforma	6,052.42	6,052.42	100-160-0000-5406	Prop 218 Notices
15749	12/10/2020	Prudential Overall Supply	985.31	96.63	100-130-0000-5253	Uniforms
				215.02	100-130-0000-5253	Uniforms
				144.30	100-130-0000-5253	Uniforms
				96.63	100-130-0000-5253	Uniforms
				96.63	100-130-0000-5253	Uniforms
				336.10	100-130-0000-5253	Uniforms
15750	12/10/2020	S.C.E.	19,074.13	3,695.25	100-110-0000-5201	Well 17
				1,580.94	100-110-0000-5201	Well 16
				1,328.73	100-150-0000-5201	Plant
				24.39	100-110-0000-5201	Michel's
				11,404.20	100-110-0000-5201	Well TP-1
				969.02	100-600-0000-5201	Hatch
				28.34	100-110-0000-5201	Donnell
				43.26	100-110-0000-5201	Well 4
15751	12/10/2020	Southern Calif. Gas Co.	57.77	57.77	100-600-0000-5202	Hatch
15752	12/10/2020	Spectrum Business	154.98	154.98	100-150-0000-5203	La Luna
15753	12/10/2020	Bob Stephenson	125.00	125.00	100-610-0000-5350	Video Record Board Meeting Nov 2020
15754	12/10/2020	Swrcb Accounting Office	24,502.00	24,502.00	100-110-0000-5303	Annual Permit Fee
15755	12/10/2020	Swrcb Accounting Office	2,848.00	2,848.00	100-110-0000-5303	Annual Permit Fee
15756	12/10/2020	Tom Dodson & Associates	4,214.40	4,214.40	100-825-0000-6001	Environmental Nov 2020
15757	12/10/2020	Tractor Supply Credit Plan	97.84	97.84	100-130-0000-5220	Shovels
15758	12/10/2020	Underground Service Alert	199.26	27.56	100-130-0000-5406	California State Fee for Regulatory Costs
				171.70	100-130-0000-5406	98 new tickets
15759	12/10/2020	United Cerebral Palsy Assoc.	334.87	334.87	100-160-0000-5406	Mail Production
15760	12/10/2020	Usa Blue Book	3,632.71	117.72	100-150-0000-5220	3M N95 Disposable Respirator w/out Valve 20/Pack 3M N95
				1,353.94	100-150-0000-5200	Goulds 33GB Booster Pump 1.5hp, 3PH, TEFC. 7-Stage
				587.02	100-150-0000-5220	Ricca Fluoride Standard 1ppm, Ricca Fluoride Standard 10ppm
				1,574.03	100-150-0000-5220	Ricca Fluoride Standard 10ppm, Electrode, Salt Bridge. 7.0 ph
15761	12/10/2020	Vwr Scientific Products Corp.	2,152.06	2,152.06	100-150-0000-5220	BFFR TSAB 11
15762	12/10/2020	Wienhoff Drug Testing Inc.	960.00	960.00	100-600-0000-5303	Annual Consortium Membership
15763	12/21/2020	Pacific Western Bank	2,107.95	293.61	100-130-0000-5220	Charges

Twentynine Palms Water District

Check Date Range: 12/1/2020 thru 12/31/2020

				336.18	100-120-0000-5220	Charges
				75.43	100-120-0000-5220	Charges
				283.19	100-150-0000-5220	Charges
				270.27	100-130-0000-5220	Charges
				64.01	100-600-0000-5301	Charges
				89.97	100-600-0000-5301	Charges
				33.33	100-600-0000-5301	Charges
				58.40	100-150-0000-5220	Charges
				29.99	100-600-0000-5406	Charges
				150.80	100-150-0000-5220	Charges
				108.00	100-600-0000-5406	Charges
				118.51	100-875-0000-6001	Charges
				70.68	100-130-0000-5220	Charges
				125.58	100-150-0000-5203	Charges
15764	12/22/2020	Jeff Arwick	265.00	265.00	100-150-0000-5406	Provide and install 2 LED Flood Lights for sign at T.P. Provided
15765	12/22/2020	Customer Refund	63.26	63.26	100-000-0000-2000	Refund Check
15766	12/22/2020	Customer Refund	21.32	21.32	100-000-0000-2000	Refund Check
15767	12/22/2020	Customer Refund	14.34	14.34	100-000-0000-2000	Refund Check
15768	12/22/2020	Autozone Inc.	136.37	(30.17)	100-130-0000-5220	Credit
				19.94	100-130-0000-5220	Shop Supplies-Fuel Hose.
				55.56	100-130-0000-5222	Veh. #11-Hood Lift Supports.
				5.41	100-130-0000-5222	Veh. #64-Spark Plug.
				26.94	100-130-0000-5220	Shop Supplies-DEF.
				58.69	100-130-0000-5222	Veh. #76-Filters for Service.
15769	12/22/2020	Axens	37,631.88	37,631.88	100-150-0000-5211	ACTIGUARD AA400G 0.25-0.75 28X48 SS 1544 LB NET 26 SUPER SACKS (
15770	12/22/2020	Bailey's Auto Repair	283.75	56.75	100-130-0000-5406	Annual Smog Inspection veh. #5.
				56.75	100-130-0000-5406	Annual Smog Inspection veh. #13.
				56.75	100-130-0000-5406	Annual Smog Inspection veh. #15.
				56.75	100-130-0000-5406	Annual Smog Inspection veh. #18.
				56.75	100-130-0000-5406	Annual Smog Inspection veh. #29.
15771	12/22/2020	Beck Oil Inc.	853.28	853.28	100-130-0000-5220	Shop Supplies-55 Gallon Drum of 15w40 Engine Oil.
15772	12/22/2020	BIRKSCO	2,575.00	2,575.00	100-850-0000-6001	1xHPTSCH-Card Trap-\$515.00 (Pay Meter Station) (CIP Emergency Re

Twentynine Palms Water District

Check Date Range: 12/1/2020 thru 12/31/2020

15773	12/22/2020	Customer Refund	54.75	54.75	100-000-0000-2000	Refund Check
15774	12/22/2020	Customer Refund	43.21	43.21	100-000-0000-2000	Refund Check
15775	12/22/2020	Customer Refund	8.19	8.19	100-000-0000-2000	Refund Check
15776	12/22/2020	Builders Supply - 29 Palms	43.91	11.84	100-150-0000-5220	6"Bar Clamp
				21.75	100-130-0000-5220	2x4x8 for valve program
				10.32	100-130-0000-5220	flat black primer paint can
15777	12/22/2020	Customer Refund	58.67	58.67	100-000-0000-2000	Refund Check
15778	12/22/2020	Cdw Government	6,122.95	6,098.95	100-875-0000-6001	Dell Latitude 3310 2-in-1 13.3" Core i5 8265U 8 GB RAM- 128 GB
				24.00	100-875-0000-6001	Recycling Fee
15779	12/22/2020	Customer Refund	14.16	14.16	100-000-0000-2000	Refund Check
15780	12/22/2020	Customer Refund	66.43	66.43	100-000-0000-2000	Refund Check
15781	12/22/2020	County Of San Bernardino	265.53	150.45	100-150-0000-5406	Treatment Plant Waste
				115.08	100-150-0000-5406	Treatment Plant Waste
15782	12/22/2020	Eide Bailly LLP	6,250.00	6,250.00	100-600-0000-5401	Retainer November 2020
15783	12/22/2020	Customer Refund	53.37	53.37	100-000-0000-2000	Refund Check
15784	12/22/2020	Ellison Systems Inc. Shoplet.Com	90.83	90.83	100-600-0000-5301	Office Supplies
15785	12/22/2020	Frontier Communications	179.19	179.19	100-150-0000-5203	Amboy
15786	12/22/2020	Customer Refund	47.20	47.20	100-000-0000-2000	Refund Check
15787	12/22/2020	Customer Refund	56.00	56.00	100-000-0000-2000	Refund Check
15788	12/22/2020	Customer Refund	68.07	68.07	100-000-0000-2000	Refund Check
15789	12/22/2020	Customer Refund	15.68	15.68	100-000-0000-2000	Refund Check
15790	12/22/2020	Grainger	162.53	105.35	100-150-0000-5220	Dry Wipe, Absorbent Pad Chemical /Hazmat
				57.18	100-150-0000-5220	Dry Wipe, Absorbent Pad Chemical /Hazmat
15791	12/22/2020	Customer Refund	66.59	66.59	100-000-0000-2000	Refund Check
15792	12/22/2020	Customer Refund	48.85	48.85	100-000-0000-2000	Refund Check
15793	12/22/2020	Customer Refund	52.08	52.08	100-000-0000-2000	Refund Check
15794	12/22/2020	Customer Refund	59.57	59.57	100-000-0000-2000	Refund Check
15795	12/22/2020	Customer Refund	65.18	65.18	100-000-0000-2000	Refund Check
15796	12/22/2020	Home Depot Credit Services	580.20	402.24	100-150-0000-5220	Charges
				177.96	100-130-0000-5220	Charges
15797	12/22/2020	Inland Water Works	9,241.69	934.19	100-000-0000-1499	1015 METER BOX COMPLETE
				477.87	100-000-0000-1499	1" Multi jet zenner meter

Twentynine Palms Water District

Check Date Range: 12/1/2020 thru 12/31/2020

				1,815.91	100-000-0000-1499	1" Multi jet zenner meter
				712.42	100-130-0000-5220	14" us saw blades general purpose
				5,301.30	100-000-0000-1499	Hydrant head 6 hole j-4040
15798	12/22/2020	Customer Refund	15.65	15.65	100-000-0000-2000	Refund Check
15799	12/22/2020	Customer Refund	68.07	68.07	100-000-0000-2000	Refund Check
15800	12/22/2020	Kennedy/Jenks Consultants	7,302.50	7,302.50	100-800-0000-6001	Professional Services November 2020
15801	12/22/2020	Konica Minolta Premier	333.94	333.94	100-600-0000-5223	12/01/2020 -12/31/2020
15802	12/22/2020	Customer Refund	3.74	3.74	100-000-0000-2000	Refund Check
15803	12/22/2020	Customer Refund	5.59	5.59	100-000-0000-2000	Refund Check
15804	12/22/2020	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
15805	12/22/2020	Customer Refund	61.51	61.51	100-000-0000-2000	Refund Check
15806	12/22/2020	Customer Refund	68.90	68.90	100-000-0000-2000	Refund Check
15807	12/22/2020	Customer Refund	55.87	55.87	100-000-0000-2000	Refund Check
15808	12/22/2020	Customer Refund	29.60	29.60	100-000-0000-2000	Refund Check
15809	12/22/2020	Customer Refund	62.80	62.80	100-000-0000-2000	Refund Check
15810	12/22/2020	O'Reilly Automotive Inc.	78.64	38.65	100-130-0000-5222	Veh. #40-Filters for Service.
				(39.99)	100-130-0000-5330	Credit For a Class.
				79.98	100-130-0000-5330	Webinar Classes.
15811	12/22/2020	Customer Refund	11.52	11.52	100-000-0000-2000	Refund Check
15812	12/22/2020	Customer Refund	41.67	41.67	100-000-0000-2000	Refund Check
15813	12/22/2020	Palm Springs Motors Inc.	93.08	54.65	100-130-0000-5222	Veh. #11-Hood Latch.
				38.43	100-130-0000-5222	Veh. #10-Transmission Dipstick.
15814	12/22/2020	Customer Refund	43.21	43.21	100-000-0000-2000	Refund Check
15815	12/22/2020	Customer Refund	22.11	22.11	100-000-0000-2000	Refund Check
15816	12/22/2020	Customer Refund	64.60	64.60	100-000-0000-2000	Refund Check
15817	12/22/2020	Pro Security Systems	432.00	144.00	100-600-0000-5406	Quarterly Monitoring January, February and March
				144.00	100-150-0000-5406	Quarterly Monitoring January, February and March
				144.00	100-130-0000-5406	Quarterly Monitoring January, February and March
15818	12/22/2020	Prudential Overall Supply	238.11	96.63	100-130-0000-5253	Uniforms
				141.48	100-130-0000-5253	Uniforms
15819	12/22/2020	Customer Refund	36.85	36.85	100-000-0000-2000	Refund Check
15820	12/22/2020	S.C.E.	7,466.49	1,670.95	100-110-0000-5201	Well 1

Twentynine Palms Water District

Check Date Range: 12/1/2020 thru 12/31/2020

				542.03	100-120-0000-5201	Booster H1N, H2S
				1,607.10	100-120-0000-5201	Booster Two Mile
				62.06	100-120-0000-5201	D.H. Resv & Hydro
				596.06	100-110-0000-5201	Well 11
				2,988.29	100-120-0000-5201	Booster TP-1
15821	12/22/2020	Customer Refund	26.10	26.10	100-000-0000-2000	Refund Check
15822	12/22/2020	Customer Refund	36.82	36.82	100-000-0000-2000	Refund Check
15823	12/22/2020	Susan L. Simmons	1,425.00	1,425.00	100-600-0000-5406	Janitorial Services December 2020
15824	12/22/2020	Customer Refund	34.83	34.83	100-000-0000-2000	Refund Check
15825	12/22/2020	Customer Refund	37.01	37.01	100-000-0000-2000	Refund Check
15826	12/22/2020	Customer Refund	55.31	55.31	100-000-0000-2000	Refund Check
15827	12/22/2020	TPX Communications	832.80	832.80	100-600-0000-5203	Hatch
15828	12/22/2020	Usa Blue Book	231.89	117.72	100-150-0000-5220	3M N95 Disposable Respirator W/O Valve, 20/PK. 3m N95 Disposable
				114.17	100-150-0000-5220	Purell Hand Sanitizer 12.6 Oz Squeeze Bottle
15829	12/22/2020	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
15830	12/22/2020	Customer Refund	15.55	15.55	100-000-0000-2000	Refund Check
15832	12/23/2020	Union Bank	3,431.20	21.74	100-130-0000-5220	Charges
				70.88	100-130-0000-5220	Charges
				3.99	100-600-0000-5406	Charges
				150.84	100-130-0000-5228	Charges
				840.40	100-875-0000-6001	Charges
				41.32	100-600-0000-5301	Charges
				5.00	100-600-0000-5406	Charges
				14.00	100-600-0000-5303	Charges
				74.58	100-600-0000-5203	Charges
				149.66	100-130-0000-5203	Charges
				228.33	100-130-0000-5228	Charges
				22.20	100-150-0000-5220	Charges
				226.20	100-600-0000-5350	Charges
				700.32	100-875-0000-6001	Charges
				104.34	100-600-0000-5419	Charges
				595.48	100-600-0000-5419	Charges

Twentynine Palms Water District

Check Date Range: 12/1/2020 thru 12/31/2020

				139.00	100-150-0000-5220	Charges
				32.60	100-130-0000-5220	Charges
				10.32	100-130-0000-5220	Charges
			Total	\$240,644.35		

9

9.1

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

TO: Board of Directors
FROM: Matt Shragge, Maintenance Superintendent
DATE: January 19, 2021
SUBJECT: Management Report

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

1. Responded to 152 Underground Service Alerts
2. Responded to and repaired
 - a. 1 water main leak
 - b. 1 water meter leak
 - c. 0 service line leaks
 - d. 2 fire hydrant repairs/maintenance
3. Installed 14 new services
4. Replaced 2 customer gate valves
5. Performed 4 leak audits
6. Painted 0 fire hydrants
7. Performed 2 customer pressure checks
8. Replaced 1 water meter
9. Tested and exercised emergency generators
10. Sounded wells for December
11. 0 water waste inquiries were reported
12. Installed 0 AMI/AMR meters

B. The following customer service tasks were performed:

1. 31 work orders were generated from reading meters
2. 0 work orders were generated from billing variance list
3. 209 work orders were generated for turn on or turn off
4. 374 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. 14 customer requests and 2 inquiries were logged and investigated

C. Valve and Hydrant Maintenance Update

	Valves Exercised (Began 07/19)	Dead Ends Flushed (Began 7/19)
Current Month	100	21
Year to Date	*1,687	340

*Triennial cycle

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

	In District	2020 Test/Surveys
Cross-Connection Devices	340	340

Twentynine Palms Water District Maintenance Report

FY 2020/21

	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	48	3	128	0	463	178	36	6				1
August	66	2	112	0	510	112	30	5	7,839	7,875	-0.46%	0
Sept.	77	7	0	0	501	85	15	14				1
October	58	6	89	0	354	103	0	5	N/A	N/A		2
Nov.	86	2	87	0	355	106	0	12				0
Dec.	152	4	0	0	256	100	0	14	7,858	7,708	1.94%	1
Jan.												
Feb.									N/A	N/A		
March												
April												
May												
June									N/A	N/A		
Totals	487	24	416	0	2439	684	81	56				5

Total Connections in District ct= 8,201

9.2

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: January 7, 2021

SUBJECT: Management Report

1. ENGINEERING

A. No items to report.

2. WATER QUALITY

A. Chlorine Levels: Average levels maintained in the storage and distribution system ranged from a low of 0.12 mg/L to a high of 0.48 mg/L. Chlorination point (the point where chlorine is introduced into the distribution system) averages ranged from 0.19 mg/L to .70 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 9 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 1.8 mg/L. Fluoride measurements collected at the wells ranged from a low of 0.33 to a high of 1.9 mg/L.

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

D. General Physical: A total of 11 general physical samples were collected from established locations as a part of routine testing requirements. Levels reported for color are <3.0, 1 for threshold odor and <0.1-0.2 for turbidity.

TWENTYNINE PALMS WATER DISTRICT
Water Production Report
FY 2020/2021

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	151.697	103.759	33.891	21.190	310.537	259.777	19.54%	0.19%
August	147.948	104.079	32.972	21.648	306.647	260.066	17.91%	4.93%
Sept.	145.394	92.658	28.484	14.565	281.101	231.702	21.32%	14.85%
October	116.727	93.044	28.695	12.695	251.161	207.558	21.01%	16.34%
Nov.	86.227	74.384	23.671	9.878	194.160	170.208	14.07%	3.77%
Dec.	70.964	81.202	25.365	4.995	182.526	161.344	14.99%	12.64%
Jan.					0.000			
Feb.					0.000			
March					0.000			
April					0.000			
May					0.000			
June					0.000			
Totals	718.957	549.126	173.078	84.971	1526.132	1290.655	18.24%	

Production Totals Expressed in Acre Feet

NOTE: Year to Date Mesquite Springs Basin regeneration production of

10.58

acre feet =

1.45%

9.3

TWENTYNINE PALMS WATER DEPARTMENT

FINANCIAL REPORT

For The Month Of

Nov. 2020

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

**TWENTYNINE PALMS WATER DEPARTMENT
STATEMENT OF INVESTMENTS AND RESERVES
For the Period Ending November 30, 2020
(Unaudited)**

<u>Operating Funds & Internal Reserves:</u>	<u>Prior Balance</u>	<u>Deposits</u>	<u>Disbursements</u>	<u>Current Balance</u>	<u>Market</u>
Operating Funds - LAIF	\$ 3,649,456		\$ (19,488)	\$ 3,629,969	\$ 3,644,904
Election Fund Reserve - LAIF	21,177			21,177	21,264
Capital Reserve - LAIF	901,729			901,729	905,439
Capital Funds for Primary Infrastructure - LAIF	135,686	13,975		149,661	150,277
Capital Funds for Secondary Infrastructure - LAIF	81,855	5,513		87,367	87,727
Total Investments	\$ 4,789,902	\$ 19,488	\$ (19,488)	\$ 4,789,902	\$ 4,809,610

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 November 30, 2020
(Unaudited)**

	Nov. 2020	Oct 2020	YTD	Budget	YTD 42%	Prior YTD
1 Operating Revenues	\$ 428,592	\$ 461,205	\$ 2,409,409	\$ 4,294,100	56%	\$ 2,058,051
2 Non-Operating Revenues	78,165	84,106	401,843	728,000	55%	336,629
Total Revenue Available to Fund Operations & Capital/R&R	506,757	545,311	2,811,252	5,022,100	56%	2,394,680
4 Operating Expenses	360,303	311,658	1,792,684	4,399,600	41%	1,834,902
5 Non-Operating Expenses	22,459	22,459	112,295	269,500	42%	139,267
6 Total Debt Service	-	-	121,142	243,500	50%	125,917
7 Total Expenses	382,762	334,117	2,026,121	4,912,600	41%	2,100,085
Net Revenues Available to Fund Capital Related Expenditures	123,995	211,195	785,131	109,500	717%	294,594
9 District Projects	(12,553)	(6,633)	(44,564)	(415,000)	11%	(33,175)
10 CIP Projects	(28,986)	-	(223,137)	(2,300,000)	10%	(784,150)
11 Repairs & Replacement	9,200	(18,185)	(17,970)	(385,000)	5%	(12,501)
12 Capital Outlay	(119)	-	(8,869)	(195,000)	5%	(101,063)
13 Election Expense	-	-	-	-	0%	(78,622)
Sub-Total	(32,457)	(24,818)	(294,539)	(3,295,000)	9%	(1,009,510)
14 Transfers in from SRF for Election	6,482	11,237	41,919	137,400	31%	38,984
15 Transfers Out - PARS Trust Obligation	-	-	-	(40,000)	0%	-
16 Increase (Decrease) in Fund Balance	\$ 98,019	\$ 197,614	\$ 532,511	\$ (3,088,100)		\$ (675,932)

No assurance is provided on these financial statements.

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

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

Twentynine Palms Water Department
Detail Statement of Revenues and Expenses
For the Period Ending November 30, 2020
(Unaudited)

	Nov. 2020	Oct. 2020	YTD	Budget	YTD 42%	Prior YTD
1 Operating Revenues						
2 Water Sales	\$ 294,892	\$ 339,217	\$ 1,772,471	\$ 3,213,200	55%	\$ 1,452,313
3 RTS	119,029	115,803	586,390	1,427,200	41%	544,898
4 Other Operating Revenue	14,670	6,185	50,548	85,000	59%	60,840
5 Anticipated Uncollectable - Covid	-	-	-	(431,300)	0%	-
6 Total Operating Revenues	428,592	461,205	2,409,409	4,294,100	56%	2,058,051
7 Non-Operating Revenues						
8 Capital Impact Fees	19,882	5,720	53,167	-	0%	9,930
9 Water Availability Assessment	48,242	48,242	241,208	578,900	42%	246,292
10 Interest Revenue	-	13,121	13,121	110,000	12%	48,463
11 Other Penalties	6,999	-	9,936	24,100	41%	13,277
12 Reimbursed Expenses	143	(284)	28,069	5,000	561%	11,506
13 Other Non-Operating Revenue	2,900	17,308	56,342	10,000	563%	7,161
14 Total Non-Operating Revenues	78,165	84,106	401,843	728,000	55%	336,629
15 Total Revenues	506,757	545,311	2,811,252	5,022,100	56%	2,394,680
16 Operating Expenditures						
17 Source of Supply						
18 Labor & Benefits	392	2,267	6,584	8,600	77%	3,550
19 Direct Expenses	19,131	27,227	150,026	326,500	46%	143,377
20 Total Source of Supply	19,524	29,494	156,611	335,100	47%	146,926
21 Pumping						
22 Labor & Benefits	928	-	2,018	2,400	84%	1,428
23 Direct Expenses	13,665	11,673	64,371	134,000	48%	55,183
24 Total Pumping	14,593	11,673	66,389	136,400	49%	56,611
25 Transmission & Distribution						
26 Labor & Benefits	99,358	89,987	474,059	1,196,400	40%	424,082
27 Direct Expenses	31,744	34,074	178,707	345,600	52%	156,639
28 Total Transmission & Distribution	131,102	124,061	652,766	1,542,000	42%	580,722
29 Treatment Wells						
30 Labor & Benefits	5,547	4,463	23,415	63,800	37%	27,790
31 Direct Expenses	2,974	1,911	13,483	26,200	51%	15,022
32 Total Treatment Wells	8,522	6,374	36,899	90,000	41%	42,812
33 Treatment Facility						
34 Labor & Benefits	17,260	17,252	97,895	243,300	40%	105,617
35 Direct Expenses	29,731	26,902	178,614	479,400	37%	328,862
36 Total Treatment Facility	46,991	44,155	276,508	722,700	38%	434,479
37 Customer Accounts						
38 Labor & Benefits	16,521	14,548	89,540	198,800	45%	108,364
39 AMI Temporary Labor	-	-	1,447	-	0%	20,960
40 Direct Expenses	1,941	3,009	14,136	55,500	25%	14,400
41 Total Customer Accounts	18,462	17,557	105,123	254,300	41%	143,725

**Twentynine Palms Water Department
Detail Statement of Revenues and Expenses
For the Period Ending November 30, 2020
(Unaudited)**

	Nov. 2020	Oct. 2020	YTD	Budget	YTD 42%	Prior YTD
42 General Administration						
43 Outside Services	60,687	25,255	202,705	416,400	49%	114,653
44 Direct Expenses	22,156	17,683	101,165	299,700	34%	108,429
45 Total General Admin.	82,843	42,938	303,870	716,100	42%	223,082
46 Employee Salaries						
47 Direct Labor	124,728	112,434	612,630	1,509,800	41%	631,113
48 Less Transfer to Operations	(98,819)	(89,309)	(482,935)	(1,175,900)	41%	(495,165)
49 Total General & Admin. Salaries	25,909	23,124	129,695	333,900	39%	135,948
50 District Benefits / G&A Benefits						
51 District Benefits - (H/D/V)	30,691	29,275	154,044	385,100	40%	144,961
52 District Benefits - Taxes	8,689	7,770	44,586	121,600	37%	46,553
53 District Benefits - Workers Comp	3,595	3,595	17,976	61,700	29%	24,975
54 District Benefits - CalPERS	13,990	13,631	75,494	189,000	40%	62,840
55 Subtotal District Benefits	56,965	54,272	292,100	757,400	39%	279,330
56 Less: Transfer to Operations	(56,965)	(54,272)	(292,100)	(757,400)	39%	(279,330)
57 Total G&A Benefits Allocated	11,833	11,162	61,804	167,500	37%	61,276
58 Payouts & Retiree Medical						
59 Vacation / Sick Payouts	-	-	1,075	66,500	2%	2,337
60 Retiree Medical	-	-	-	2,600	0%	3,271
61 Total Payouts & Retiree Medical	-	-	1,075	69,100	2%	5,608
62 Board of Directors						
63 Directors' Fees	525	750	1,575	17,000	9%	3,425
64 Direct Expenses	-	369	369	15,500	2%	288
65 Total Board of Directors	525	1,119	1,944	32,500	6%	3,713
66 Total Operating Expenditures	360,303	311,658	1,792,684	4,399,600	41%	1,834,902
67 Non-Operating Expenditures						
68 Debt Service						
69 Principal	-	-	93,508	189,700	49%	94,400
70 Interest / Issuance Costs	-	-	27,634	53,800	51%	31,517
71 Total Debt Service	-	-	121,142	243,500	50%	125,917
72 PERS Unfunded						
73 Unfunded PERS Annual Payment	14,126	14,126	70,629	169,500	42%	55,934
74 Unfunded Pension & OPEB Trust Payment	8,333	8,333	41,667	100,000	42%	83,333
75 Total PERS Unfunded	22,459	22,459	112,295	269,500	42%	139,267
76 Total Non-Operating Expenditures	22,459	22,459	233,437	513,000	46%	265,184
77 Total Expenditures	382,762	334,117	2,026,121	4,912,600	41%	2,100,085
Net Revenues Available to Fund Capital						
78 Related Expenditures	\$ 123,995	\$ 211,195	\$ 785,131	\$ 109,500	717%	\$ 294,594

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 November 30, 2020
(Unaudited)**

	<u>Nov. 2020</u>	<u>Oct. 2020</u>	<u>YTD</u>	<u>Budget</u>	<u>YTD 42%</u>	<u>Prior YTD</u>
1 Tower Revenues	\$ 9,814.89	\$ 14,570.29	\$ 58,585.25	\$ 131,100.00	45%	\$ 55,650.33
2 Less Transfers Out to Fire	\$ -	\$ -	\$ -	\$ -	N/A	\$ -
3 Less Transfers Out To Water	\$ (6,481.56)	\$ (11,236.96)	\$ (41,918.60)	\$ (91,100.00)	46%	\$ (38,983.68)
4 Transfer to PARS Trust	\$ (3,333.33)	\$ (3,333.33)	\$ (16,666.65)	\$ (40,000.00)	42%	\$ (16,666.65)
Ending Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>

Twentynine Palms Water Department
Carryover CIP/Current CIP and R&M/Capital Outlay
For the Period Ending November 30, 2020
(Unaudited)

Carryover Capital Approved in Previous Years	Budget FY 20/21	Current Year Expenditures	Remaining Budget / (Over Budget)
District Projects			
1 GW Mgmt. Plan & Urban Water Mgmt. Plan	\$ 100,000	\$ 16,808	\$ 83,193
2 Treatment Feasibility & Exploration Costs	35,000	-	35,000
3 Vulnerability Assesment AWIA	45,000	15,750	29,250
4 Standard Drawings Update	25,000	-	25,000
5 Asset Management Plan	50,000	12,006	37,994
6 Salt Nutrient Monitoring Wells\Sampling	50,000	-	50,000
7 USGS Study\Feasibility Study	25,000	-	50,000
8 Master Plan Updates	85,000	-	50,000
9 Total Carryover Capital Approved in Previous Years	415,000	44,564	360,436
Capital Improvement Plan			
11 Chromium VI and Flouride for Well 11B	1,000,000	20,185	979,815
12 Fluoride Variance (Expiring) - TP-2, W12, W16	1,000,000	41,218	958,782
13 AMI / AMR Meters	300,000	161,734	138,266
14 Total Capital Improvement Plan	2,300,000	223,137	2,076,863
Repairs, Rehabilitation, & Maintenance			
16 Plant 6 Electrical and Well Upgrade	25,000	-	25,000
17 Emergency Repairs, Unspecified	75,000	17,970	57,030
18 Repiping/Distribution System Upgrades	75,000	-	75,000
19 Reservoir Recoating / Cathodic Protection	20,000	-	20,000
20 Large Meter Replacement Program	30,000	-	30,000
21 Fluoride Plant Instrumentation\Coating	10,000	-	10,000
22 Treated Water Reservoir Coating	50,000	-	50,000
23 Campbell Reservoir Road Paving	100,000	-	100,000
24 Total Repairs & Maintenance	385,000	17,970	367,030
Capital Outlay			
26 Vehicle/Equipment Replacements	40,000	8,750	31,250
27 Computer/Technology Replacements	30,000	119	29,881
28 GIS	20,000	-	20,000
29 Administrative Building\Office Remodel	35,000	-	35,000
30 Energy Efficiency Projects	35,000	-	35,000
31 One-Time Existing Conditions Sampling Event	20,000	-	20,000
32 Parking Lot Seal\Paving	15,000	-	15,000
33 Total Capital Outlay	195,000	8,869	186,131
34 TOTAL	\$ 3,295,000	\$ 294,539	\$ 2,990,461

9.4

**NO
MATERIAL
PROVIDED**