

**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.

**March 24, 2021 / 4:00 P.M.**

**AGENDA**

Next Resolution #21-05  
Next Ordinance #101

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 Capital Impact Fees for New Service Connections
  - 1.1 Board to Hear Public Testimony at This Time
2. Consideration of Adopting Ordinance 100 Adjusting the Water Capital Facility Fees and Taking other Actions Related Thereto
3. Consideration of Resolution 21-04 Intention to Continue Currently Existing Water Availability Assessments of the Twentynine Palms Water District in the Upcoming Fiscal Year 2021/2022
4. Review of Grant Award from the California Office of Emergency Services (Cal OES) and Approve General Manager to Execute Documents
5. Consent Calendar

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

  - Minutes of the Regular Meeting held on February 24, 2021
  - Audit List
6. Items Removed from the Consent Calendar for Discussion or Separate Action

7. Management Reports
  - 7.1 Maintenance
  - 7.2 Water Quality
  - 7.3 Finance
  - 7.4 General Manager
8. Future Agenda Items and Staff Tasks/Directors' Comments and Reports
9. Adjournment

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

**Notice of agenda was posted on or before 4:00 p.m., March 19, 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:	MARCH 17, 2021
FROM:	RAY KOLISZ, GENERAL MANAGER
SUBJECT:	CONSIDERATION TO APPROVE ORDINANCE NO. 100, ADOPTION OF CAPITAL FACILITY 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, as well as penalties for violations of District regulations and ordinances, and generally to adopt such penalties, fees and charges by resolution or ordinance. Government Code Section 66013 further authorizes the District to impose capacity fees, or capital facility fees, on new connections to the District's water system to fund the proportional share of infrastructure costs necessary to meet the new connections' anticipated water demand. The intent is to have new water customers who are connecting to the water system pay an equitable share of the cost of expansion-related facilities needed to serve new development, whether those facilities were previously built and oversized to accommodate growth, or planned for the future. The capacity fee charged on a new customer must represent a proportionate share of the costs of the water system required to provide service.

To determine the updated capacity fee, the District retained NBS, an independent consulting firm, to study the cost of capacity in the District's water system. NBS used a "Combination Approach" which requires new customers to pay their fair share of existing system assets and any planned capital improvements that have capacity to serve new customers. The capacity fees are calculated by dividing the cost of infrastructure allocated to future development by the number of units of new development.

Using this methodology, the capacity fee study prepared by NBS identified the cost of capacity for each additional 3/4" or 5/8" meter, which are treated the same for purposes of this study. This dollar amount represents the cost per equivalent meter unit, and is increased based on meter ratios established by the American Water Works Association. The full table of rates, including meter ratios, is set forth below:

Meter Size	Equivalency Factor		Unit Cost (\$/3/4-inch meter)	Updated Capital Impact Fee Per Meter
	Maximum Continuous Flow (gpm) <sup>1</sup>	Equivalency to 3/4 inch meter		
5/8-3/4 inch	30	1.00	\$6,440	\$6,440
1 inch	50	1.67	\$6,440	\$10,734
1.5 inch	100	3.33	\$6,440	\$21,468
2 inch	160	5.33	\$6,440	\$34,349
3 inch	350	11.67	\$6,440	\$75,138
4 inch	630	21.00	\$6,440	\$135,248
6 inch	1,300	43.33	\$6,440	\$279,084
8 inch	2,800	93.33	\$6,440	\$601,103
10 inch	4,200	140.00	\$6,440	\$901,655

1. Source: AWWA M1, Table B-2. Assumes displacement meters for 5/8" through 2", Turbine Class I for 3" through 6", and Turbine Class II for 8" through 10".

Additionally, the Ordinance authorizes future capacity fees to be adopted by resolution or ordinance, for administrative ease

The District is required to adopt the capacity fees at a regularly scheduled meeting pursuant to Government Code section 66016. While no notice is required to be published, the District was required to make its capacity fee study available for public inspection at least 10 days in advance.

### **RECOMMENDATION**

Staff recommends adopting Ordinance No. 100 adopting capital facility fees and taking other actions related thereto.

**ORDINANCE NO. 100**

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE  
TWENTYNINE PALMS WATER DISTRICT ADJUSTING THE  
WATER CAPITAL FACILITY FEES AND TAKING OTHER  
ACTIONS RELATED THERETO**

**WHEREAS**, the Twentynine Palms Water District (the "District") operates and is organized under Water Code section 30000 et seq.; and

**WHEREAS**, the District is authorized to fix and collect charges for the provision of services provided by the District; and

**WHEREAS**, the District retained an independent consultant prepared and submitted to the Board a written study titled Final Technical Memorandum ("Study"), dated February 19, 2021, which calculates the value of capacity in the District's water system for future service connections and which recommends a fee structure to pay for capacity in the water system; and

**WHEREAS**, the District's Board of Directors ("Board") finds that it is appropriate at this time to adjust the increase of the Water Capital Facility Fee (the "Fee"), based on the findings and analysis contained in the Study, and to adjust the Administrative Code as needed; and

**WHEREAS**, the Study calculates a Meter Equivalent Unit ("MEU") of water to be a 5/8" and 3/4" meter; and

**WHEREAS**, the Board has determined, based on the Study, that: (1) its proposed Fees do not exceed the estimated reasonable cost of the services and facilities for which the Fees will be imposed; and (2) the allocation of those costs bear a fair or reasonable relationship to the burdens on, or benefits that those who pay the Fees will receive from such services and facilities; and

**WHEREAS**, the public meeting to consider the Fees set forth in this Ordinance has been held in compliance with Government Code Section 66016;

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

1. Incorporation of Recitals: The Recitals set forth above are incorporated herein, are made findings and determination of the Board, and are an operative part of this Ordinance.

2. CEQA Compliance:

(a) The District, as lead agency under the California Environmental Quality Act ("CEQA"), has evaluated the potential environmental impacts of adopting the Fees. As the decision making body for the District, the Board has reviewed and considered the information contained in the administrative record for the adoption of the Fees.

(b) The Board finds that the Fees are intended to fund (1) the proportional share of capital improvements that have already been constructed, and (2) the proportional share of as-yet unknown, future projects, programs, and capital improvement



projects related to the District's need to finance capital improvements to provide adequate infrastructure to meet growth-related needs. This Ordinance does not commit the District to approve any particular project, program, or capital improvement, but will be placed in a separate fund for potential future projects. These Fees are in response to the District's projected need for additional facilities and infrastructure to provide services to its existing customers and new development. Any activities, including infrastructure improvements, to be funded by these Fees, have already been or will be subject to future environmental review under CEQA, as applicable, prior to District approval.

(c) The Board therefore finds that the Fees are not subject to environmental review under CEQA. First, the Fees, in and of themselves, do not have the potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment and therefore are not considered a "project" under CEQA. (Pub. Resources Code, § 21065, 14 Cal. Code Regs., § 15378, subd. (a).) Second, the Fees are covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment; here, there is no possibility that the Fees, in and of themselves, may have a significant effect on the environment. (14 Cal. Code Regs., § 15061, subd. (b)(3).) And third, the Fees are considered a government funding mechanism that do not involve any commitment on behalf of the District to any specific project which may result in a potentially significant physical impact on the environment. (14 Cal. Code Regs., § 15378, subd. (b)(4).)

(d) The Board has considered any comments received at the public meeting on March 24, 2021, prior to adoption of this Ordinance.

(e) The determination that the Fees are not subject to CEQA review reflects the Board's independent judgment and analysis.

(f) The documents and materials that constitute the record of proceedings on which these findings have been based are located at 72401 Hatch Road Twentynine Palms, CA 92277. The custodian for these records is the District Secretary.

3. Establishment of Water Capital Facility Fee. The following is established as the new water capital facility fee schedule, by meter size, to take immediately upon adoption.

Meter Size	Equivalency Factor		Unit Cost (\$/3/4-inch meter)	Updated Capital Impact Fee Per Meter
	Maximum Continuous Flow (gpm) <sup>1</sup>	Equivalency to 3/4 inch meter		
5/8-3/4 inch	30	1.00	\$6,440	\$6,440
1 inch	50	1.67	\$6,440	\$10,734
1.5 inch	100	3.33	\$6,440	\$21,468
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8 inch	2,800	93.33	\$6,440	\$601,103
10 inch	4,200	140.00	\$6,440	\$901,655

1. Source: AWWA M1, Table B-2. Assumes displacement meters for 5/8" through 2", Turbine Class I for 3" through 6", and Turbine Class II for 8" through 10".

4. Accounting of Funds. All revenues collected from the Fees shall be deposited with other such revenues in a separate capital facilities fund, and shall be accounted for in a manner so as to avoid commingling the fees with other revenues and funds of the District, except for investments. Any interest income earned by monies in the fund shall be credited to the fund, and may be expended only for the purposes for which the capacity fee is imposed. Within 180 days after the last day of the fiscal year, the District shall make available to the public the following information:

- (a) A description of the fees deposited into the fund;
- (b) The beginning and ending balance of the fund and the interest earned from investment of money in the fund;
- (c) The amount of fees collected in that fiscal year;
- (d) An identification of all of the following:
  - (i) Each public improvement on which fees were expended and the amount of the expenditure for each improvement, including the percentage of the total cost of the public improvement that was funded with those fees if more than one source of funding was used.
  - (ii) Each public improvement on which fees were expended that was completed during that fiscal year.
  - (iii) Each public improvement that is anticipated to be undertaken in the following fiscal year.
- (e) A description of each interfund transfer or loan made from the fund, including identification of the public improvements on which transferred money are or will be expended, and if an interfund loan the date on which the loan will be paid and the rate of interest to be received on the loan.

5. Amendment to Administrative Code: Section 7.05.030 of the Administrative Code shall be amended to reflect the newly adopted Fees. Section 7.05.030(4) is hereby deleted in its entirety and replaced with "Reserved."

6. Severability: If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, including any portion of the fee adopted herein, such invalidity shall not affect other provisions or applications of this Ordinance, including any portion of the fee not held invalid, and to this end the provisions of this Ordinance are declared to be severable.

7. Effective Date. This Ordinance shall become effective immediately upon adoption. The Board Secretary shall certify to the adoption of this Ordinance and cause the same to be published as required by law.

8. Future Amendments: It is the explicit intention of the Board in adopting this Ordinance that future amendments to the Fees may be adopted either by ordinance or resolution of the District.

9. Inconsistency with Other Fees and Charges: To the extent that the Fees established by this Ordinance are inconsistent with any rates, fees or charges previously adopted by the District, it is the explicit intention of the Board that the Fees adopted in this Ordinance shall prevail.

**PASSED, APPROVED AND ADOPTED** this 24th day of March, 2021, by the following vote.

Ayes:  
Noes:  
Abstain:  
Absent:

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Carol Giannini, President  
Board of Directors

Attest:

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Ray Kolisz, Board Secretary  
Twentynine Palms Water District

**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:	MARCH 17, 2021
FROM:	RAY KOLISZ, GENERAL MANAGER
SUBJECT:	CONSIDERATION TO APPROVE AND ADOPT RESOLUTION 21-04 INTENTION TO CONTINUE CURRENTLY EXISTING WATER AVAILABILITY ASSESSMENTS OF THE TWENTYNINE PALMS WATER DISTRICT IN UPCOMING FISCAL YEAR 2021/2022

**BACKGROUND AND DISCUSSION**

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

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

Current assessment fees are charged as follows:

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

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

**RECOMMENDATION**

Approve Resolution 21-04, Intention To Continue Currently Existing Water Availability Assessments of the Twentynine Palms Water District In Upcoming Fiscal Year 2021/2022.

**RESOLUTION NO. 21-04**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE TWENTYNINE PALMS WATER DISTRICT  
OF INTENTION TO CONTINUE CURRENTLY  
EXISTING WATER AVAILABILITY ASSESSMENTS  
OF THE TWENTYNINE PALMS WATER DISTRICT  
IN THE UPCOMING FISCAL YEAR 2021/2022**

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

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

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

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

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

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

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

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

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

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

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

**BE IT RESOLVED FURTHER**, that the District shall receive and discuss public comments on said water availability assessments at a public hearing to be held on June 23, 2021 at 4:00 p.m. with the public hearing to occur at the Twentynine Palms Water District, 72401 Hatch Road, Twentynine Palms, California; and,

**BE IT RESOLVED FURTHER**, that the District’s Secretary shall cause due legal notice of the public hearing of June 23, 2021 at 4:00 p.m., pursuant to written advice from the District’s legal counsel.

**PASSED, APPROVED AND ADOPTED** this 24<sup>th</sup> day of March 2021.

- Ayes:
- Noes:
- Abstain:
- Absent:

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

Attest:

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

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:	MARCH 17, 2021
FROM:	RAY KOLISZ, GENERAL MANAGER
SUBJECT:	REVIEW OF GRANT AWARD FROM THE CALIFORNIA OFFICE OF EMERGENCY SERVICES AND APPROVE GENERAL MANGER TO EXECUTE DOCUMENTS

**BACKGROUND AND DISCUSSION.**

The District maintains an on-site 1986 80KW stationery generator that supplies power to the main office, maintenance shop, mechanics shop, fuel station and storage building. This back up power supply allows the District to maintain administrative and operational functions during an emergency power failure to include the Emergency Operational Center (EOC) located in the Board of Director's room during a declared emergency.

The District applied for a grant to replace the current emergency generator through the California Office of Emergency Services (Cal OES) in October of 2020. The grant program was available for cities and special districts, which have critical infrastructure, for the purpose of emergency preparedness measures in response to California's frequent power outage events.

On March 12, 2021, the District was notified that the California Governor's Office of Emergency Services approved the Community Power Resiliency allocation in the amount of \$153,500. This grant has no matching fund component and is 100% funded by Cal OES.

Attached with this staff report is the letter received for your review.

**RECOMMENDATION**

Authorize General Manager to execute all documents for the California Office of Emergency Services Community Power Resiliency Allocation.



March 12, 2021

Ray Kolisz  
General Manager  
Twentynine Palms Water District  
72401 Hatch Road  
Twentynine Palms, CA 92277-2935

**SUBJECT: NOTIFICATION OF SUBRECIPIENT ALLOCATION**  
Fiscal Year (FY) 2020 Community Power Resiliency Allocation to  
Special Districts Program  
Period of Performance: July 1, 2020, to October 31, 2021

Dear Mr. Kolisz:

The California Governor's Office of Emergency Services (Cal OES) approved your FY 2020-21 Community Power Resiliency allocation in the amount of \$153,500. Eligible activities under this allocation are limited to:

- Equipment-  
Funds may be used for the procurement of:
  - Generators and generator connections for essential facilities, with an emphasis on clean energy and green solutions where possible or other alternative backup power sources;
  - Generator fuel and fuel storage;
  - Redundant emergency communications (e.g., battery-powered radios);
  - Portable vehicle-mounted charging stations;
  - Portable battery-powered and rechargeable radio repeater and transmission equipment.



3650 SCHRIEVER AVENUE, MATHER, CA 95655  
(916) 845-8859 TELEPHONE (916) 845-8511 FAX  
[www.CalOES.ca.gov](http://www.CalOES.ca.gov)

- Plans-  
Funds may be used for the development/update of:
  - Continuity plans;
  - Contingency plans for electrical disruptions that include considerations such as protecting individuals with access and functional needs, medical baseline and socially vulnerable populations, transportation, emergency public information, and preservation of essential functions;
  - Risk assessments for critical infrastructure and lifelines;
  - Post-event reports that identify lessons learned and corrective actions.
- Public education materials or supplies focused on individual family preparedness for electric disruptions.
- One-time costs associated with identifying and equipping resource centers for the public to access during electrical disruptions.

The following activities are **not allowed**:

- These funds shall not be used to secure, compensate, or backfill professional services contracts.
- Response costs associated with electric disruption events including any staffing or new positions, Emergency Operations Center staffing, security, law or fire response, or other overtime charges.

All activities funded with this allocation must be completed within the Grant Subaward period of performance. Additionally, the Subrecipient is subject to the following requirements:

- As a condition of receiving funding, special districts are encouraged to collaborate with their county to support critical infrastructure and resiliency with a particular focus on public safety, vulnerable communities, and individuals with access and functional needs.
- Must ensure they and their principals are not presently debarred, suspended, proposed for debarment, or declared ineligible.
- Must provide a Progress Report on the expenditures of the funds. The Progress Report is due no later than **November 30, 2021**. This Progress Report shall identify how the funds have been used, including identifying each project or activity undertaken, local entity that undertook the project or activity, the amount of funding provided to the project or activity, and a description of each project or activity. The report shall also identify the specific outcomes achieved by each project or activity,

including whether the project or activity was completed and whether it was used during power outages.

- Must coordinate with their city or county planning agency to ensure that the project is in compliance with the California Environmental Quality Act (CEQA) Public Resource Code, Section 21000 *et seq.*
- Comply with the California Public Records Act, Government Code Section 6250 *et seq.*
- Must procure goods and services in compliance with applicable state and local laws, ordinances, rules, regulations, and policies.

**The undersigned represents that he/she is authorized to enter into this agreement for and on behalf of the Applicant.**

Subrecipient: \_\_\_\_\_  
Signature of Authorized Agent: \_\_\_\_\_  
Printed Name of Authorized Agent: \_\_\_\_\_  
Title: \_\_\_\_\_ Date: \_\_\_\_\_

Your dated signature and above fillable information is required on this Notification of Subrecipient Allocation. Please sign and return requested information to [PSPS@CalOES.ca.gov](mailto:PSPS@CalOES.ca.gov) within 20 calendar days upon receipt and keep a copy for your records. For further assistance, please email Cindy Logan at [PSPS@CalOES.ca.gov](mailto:PSPS@CalOES.ca.gov).

Sincerely,



MARK S. GHILARDUCCI  
Director

**5**

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

**February 24, 2021 / 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, this meeting was 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.

Call to Order and Roll Call

President Giannini called the 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 present were General Manager Ray Kolisz, Maintenance Superintendent Matt Shragge, Financial Consultant Cindy Byerrum, and District Secretary Cindy Fowlkes. Treatment/Production Superintendent Mike Minatrea was absent.

Pledge of Allegiance

Director Giannini led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

None

1. Consideration of Resolution 21-03 Adopting Annual Statement of Investment Policy

Annually the District must formally adopt an Investment Policy.

Director Coghill moved to approve Resolution 20-03 adopting Annual Statement of Investment Policy, seconded by Director Arthur, and approved by the following roll call vote.

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

2. Discussion of Capital Impact Fees for New Service Connections

NBS was retained to evaluate the current capital impact fee structure. The current fee structure has not been evaluated since 2003. Capital impact fees cover the costs of buying in to the water system, with installation costs being separate.

The Board was in agreement to bring back the item at the March Board meeting for adoption.

3. Consent Calendar

- Minutes of a Regular Meeting held on January 27, 2021
- Audit List

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

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

5. Management Reports

5.1 Maintenance

Matt Shragge reported that the District responded to 86 Underground Service Alerts, had 1 water main leak, 0 water meter leaks, 0 service line leaks, 1 fire hydrant repair/maintenance, installed 8 new services, replaced 6 customer gate valves, performed 5 leak audits, painted 0 fire hydrants, performed 3 customer pressure checks, replaced 2 meters, Tested and exercised emergency generators and sounded wells for January. 0 water waste inquiries were received. 403 work orders were generated and performed during the month. There were no shut offs due to COVID-19. 0 AMI/AMR meters were installed.

5.2 Water Quality

Ray Kolisz reported Water production was up 16.34% as compared to the same month in 2013. 38 routine and 10 special water samples 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.

5.3 Finance

Ms. Byerrum reported revenues are 15% above normal due to capital impact fees from new development and insurance reimbursements for fire hydrant repairs and a stolen trailer. Work will begin on the 2021-2022 budget next month with a May or June adoption.

5.4 General Manager

Mr. Kolisz reported the District is moving forward with the Well TP2 project, with a scheduled completion date in September. Budget talks will begin in March with District staff. There has been a slight delay with the AMI customer portal. The District may need to seek a different vendor. The District was denied a grant through FEMA for the Campbell Hill reservoir hazardous mitigation project. The District anticipates the state

will not allow utilities to seek collection of monies owed for non-payment as a result of SB998.

6. Future Agenda Items and Staff Tasks/Directors' Comments and Reports  
Director Coghill commented that the State Water Resource Control Board conducted a financial survey on the implications of SB998, not shutting off water service during the pandemic due to non-payment. The District is currently at a \$136,000 loss.
  
7. Adjournment  
On motion by Director Horn, seconded by Director Coghill, and approved by the Board, the meeting was adjourned at: 4:22 p.m.

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Carol Giannini, President  
Board of Directors

Attest:

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Ray Kolisz, Board Secretary  
Twentynine Palms Water District



# Twentynine Palms Water District

Check Date Range: 2/1/2021 thru 2/28/2021

Ck No	Ck Date	Payable To	Ck Amt	Ck Detail	GL Acct No	Description
15948	02/03/2021	Jeff Arwick	325.00	325.00	100-110-0000-5406	Quarterly Electric Checks 1-21
15949	02/03/2021	Customer Refund	46.28	46.28	100-000-0000-2000	Refund Check
15950	02/03/2021	Customer Refund	572.63	572.63	100-000-0000-2000	AR Refund
15951	02/03/2021	Customer Refund	10.37	10.37	100-000-0000-2000	Refund Check
15952	02/03/2021	Ansafone Contact Centers	416.41	416.41	100-160-0000-5406	Answering Service
15953	02/03/2021	Autozone Inc.	196.78	26.94	100-130-0000-5220	Shop Supplies-DEF.
				7.53	100-130-0000-5220	Shop Supplies-1/2 x 3/8 Adapter.
				7.80	100-130-0000-5220	Shop Supplies-Slip Joint Pliers.
				55.25	100-130-0000-5222	Veh. #9-Hood Lift Supports.
				55.25	100-130-0000-5222	Veh. #4B-Hood Lift Supports.
				44.01	100-130-0000-5222	Veh. #5-Hood Lift Supports.
15954	02/03/2021	Customer Refund	37.69	37.69	100-000-0000-2000	Refund Check
15955	02/03/2021	Customer Refund	15.94	15.94	100-000-0000-2000	Refund Check
15956	02/03/2021	Beyond Software Solutions	1,130.00	1,130.00	100-600-0000-5406	IT Consulting Feb 2021
15957	02/03/2021	Customer Refund	27.32	27.32	100-000-0000-2000	Refund Check
15958	02/03/2021	Customer Refund	38.69	38.69	100-000-0000-2000	Refund Check
15959	02/03/2021	Builders Supply - 29 Palms	48.95	48.95	100-130-0000-5220	50 lb fast set concrete
15960	02/03/2021	Burrtec Waste & Recycling Svcs	234.10	70.61	100-150-0000-5406	Amboy
				163.49	100-600-0000-5406	Hatch
15961	02/03/2021	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
15962	02/03/2021	Centro Print Solutions	84.34	84.34	100-600-0000-5301	Forms
15963	02/03/2021	Customer Refund	33.22	33.22	100-000-0000-2000	Refund Check
15964	02/03/2021	Clinical Lab of San Bern.	871.50	871.50	100-140-0000-5405	Water Samples Dec 2020
15965	02/03/2021	Copy Center Plus, Inc.	27.61	27.61	100-150-0000-5406	UPS Service
15966	02/03/2021	Core & Main LP	124.97	124.97	100-130-0000-5220	8x6 flange reducer for plant 11 tie in
15967	02/03/2021	Customer Refund	56.53	56.53	100-000-0000-2000	Refund Check
15968	02/03/2021	Desert Hardware	6.00	6.00	100-130-0000-5220	Bar n chain oil one qt
15969	02/03/2021	Eadie + Payne	4,550.00	4,550.00	100-600-0000-5402	Audit of financial statements year end 06/30/2020
15970	02/03/2021	Eide Bailly LLP	6,250.00	6,250.00	100-600-0000-5401	Retainer December 2020
15971	02/03/2021	Ellison Systems Inc. Shoplet.Com	182.65	182.65	100-600-0000-5406	Office Supplies

# Twentynine Palms Water District

**Check Date Range:** 2/1/2021 thru 2/28/2021

15972	02/03/2021	Customer Refund	20.66	20.66	100-000-0000-2000	Refund Check
15973	02/03/2021	Customer Refund	38.40	38.40	100-000-0000-2000	Refund Check
15974	02/03/2021	Fedex	5,500.00	5,500.00	100-150-0000-5211	Shipping Fee Only Treatment Plant 28X48 Media
15975	02/03/2021	Customer Refund	20.66	20.66	100-000-0000-2000	Refund Check
15976	02/03/2021	Frontier Communications	149.91	149.91	100-600-0000-5203	Hatch
15977	02/03/2021	Customer Refund	31.03	31.03	100-000-0000-2000	Refund Check
15978	02/03/2021	Customer Refund	49.31	49.31	100-000-0000-2000	Refund Check
15979	02/03/2021	Customer Refund	30.09	30.09	100-000-0000-2000	Refund Check
15980	02/03/2021	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
15981	02/03/2021	Customer Refund	643.22	643.22	100-000-0000-2000	AR Refund
15982	02/03/2021	Customer Refund	43.84	43.84	100-000-0000-2000	Refund Check
15983	02/03/2021	Customer Refund	5.06	5.06	100-000-0000-2000	Refund Check
15984	02/03/2021	Customer Refund	52.18	52.18	100-000-0000-2000	Refund Check
15985	02/03/2021	Customer Refund	63.68	52.74	100-000-0000-2000	Refund Check
				10.94	100-000-0000-2000	Refund Check
15986	02/03/2021	Mcmaster-Carr Supply Co.	273.05	118.30	100-150-0000-5220	CPVC Pipe Fittings
				154.75	100-150-0000-5220	Plastic Scoop
15987	02/03/2021	Merit Oil Company	9,120.51	6,556.35	100-000-0000-1401	87 reg gasoline unleaded
				2,537.16	100-000-0000-1401	diesel fuel #2
				27.00	100-000-0000-1401	fuel surcharge
15988	02/03/2021	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
15989	02/03/2021	Customer Refund	41.27	41.27	100-000-0000-2000	Refund Check
15990	02/03/2021	Minolta Business Systems	59.48	59.48	100-600-0000-5223	12/23/2020 - 01/22/2021
15991	02/03/2021	Customer Refund	53.20	53.20	100-000-0000-2000	Refund Check
15992	02/03/2021	Customer Refund	99.85	99.85	100-000-0000-2000	Refund Check
15993	02/03/2021	Pacific Western Bank	3,950.97	64.64	100-130-0000-5220	Charges
				36.58	100-130-0000-5220	Charges
				21.52	100-600-0000-5301	Charges
				131.24	100-600-0000-5406	Charges
				242.83	100-600-0000-5406	Charges
				108.00	100-600-0000-5406	Charges
				323.24	100-130-0000-5220	Charges

# Twentynine Palms Water District

Check Date Range: 2/1/2021 thru 2/28/2021

				33.69	100-130-0000-5220	Charges
				(323.24)	100-130-0000-5220	Charges
				450.11	100-130-0000-5220	Charges
				419.98	100-130-0000-5220	Charges
				64.02	100-108-0000-4603	Charges
				199.00	100-610-0000-5303	Charges
				161.84	100-600-0000-5406	Charges
				214.41	100-150-0000-5220	Charges
				123.23	100-130-0000-5220	Charges
				139.84	100-600-0000-5301	Charges
				653.88	100-110-0000-5225	Charges
				63.06	100-600-0000-5301	Charges
				20.02	100-600-0000-5330	Charges
				322.17	100-130-0000-5220	Charges
				115.30	100-150-0000-5220	Charges
				37.93	100-130-0000-5222	Charges
				40.91	100-600-0000-5301	Charges
				29.99	100-600-0000-5406	Charges
				(69.99)	100-600-0000-5406	Charges
				(139.80)	100-600-0000-5406	Charges
				177.78	100-130-0000-5222	Charges
				94.60	100-150-0000-5220	Charges
				71.47	100-600-0000-5330	Charges
				125.58	100-150-0000-5203	Charges
				(2.86)	100-600-0000-5406	Charges
15994	02/03/2021	Customer Refund	25.93	25.93	100-000-0000-2000	Refund Check
15995	02/03/2021	Prudential Overall Supply	475.96	141.45	100-130-0000-5253	Uniforms
				96.53	100-130-0000-5253	Uniforms
				141.45	100-130-0000-5253	Uniforms
				96.53	100-130-0000-5253	Uniforms
15996	02/03/2021	Customer Refund	45.35	45.35	100-000-0000-2000	Refund Check
15997	02/03/2021	Radar Environmental	634.00	634.00	100-130-0000-5406	Outside Services-Hazardous Waste Pick Up and Disposal.

# Twentynine Palms Water District

**Check Date Range:** 2/1/2021 thru 2/28/2021

15998	02/03/2021	Customer Refund	47.30	47.30	100-000-0000-2000	Refund Check
15999	02/03/2021	S.C.E.	8,230.60	1,726.97	100-120-0000-5201	Booster TP-1
				247.17	100-110-0000-5201	Well 15
				1,588.93	100-120-0000-5201	Booster Lupine
				1,021.18	100-120-0000-5201	Booster Sullivan
				879.73	100-110-0000-5201	Well 6, 12
				756.94	100-110-0000-5201	Well 11
				764.52	100-120-0000-5201	Booster 11A, 11B
				25.45	100-110-0000-5201	Michel's
				1,152.06	100-150-0000-5201	Plant
				67.65	100-120-0000-5201	D.H. Resv & Hydro
16000	02/03/2021	Satmodo LLC	149.66	149.66	100-600-0000-5203	Iridium Monthly Minute Plans
16001	02/03/2021	Customer Refund	29.73	29.73	100-000-0000-2000	Refund Check
16002	02/03/2021	Susan L. Simmons	1,425.00	1,425.00	100-600-0000-5406	Janitorial Services Feb 2021
16003	02/03/2021	Southern Calif. Gas Co.	285.40	285.40	100-600-0000-5202	Hatch
16004	02/03/2021	Customer Refund	38.69	38.69	100-000-0000-2000	Refund Check
16005	02/03/2021	Customer Refund	40.64	40.64	100-000-0000-2000	Refund Check
16006	02/03/2021	TPX Communications	833.40	833.40	100-600-0000-5203	Hatch
16007	02/03/2021	Customer Refund	69.46	69.46	100-000-0000-2000	Refund Check
16008	02/03/2021	Underground Service Alert	112.30	112.30	100-130-0000-5406	62 new ticket charges
16009	02/03/2021	Union Bank	1,367.83	14.00	100-600-0000-5303	Charges
				74.58	100-600-0000-5203	Charges
				103.36	100-600-0000-5301	Charges
				216.40	100-150-0000-5220	Charges
				54.31	100-600-0000-5301	Charges
				5.00	100-600-0000-5406	Charges
				900.18	100-150-0000-5221	Charges
16010	02/03/2021	Usa Blue Book	512.33	174.46	100-150-0000-5220	Diecut Lettering, Hazardous Material Signals
				150.06	100-150-0000-5220	3M N95, gloves
				120.67	100-130-0000-5220	water based marking paint blue case of 12
				67.14	100-130-0000-5220	leather gloves Lg
16011	02/03/2021	Verizon Wireless	579.86	579.86	100-600-0000-5203	Wireless

# Twentynine Palms Water District

**Check Date Range:** 2/1/2021 thru 2/28/2021

16012	02/17/2021	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
16013	02/17/2021	ACWA/JPIA	35,411.21	32,765.05	100-310-0000-5140	Health Benefits
				1,948.91	100-310-0000-5141	Health Benefits
				697.25	100-310-0000-5142	Health Benefits
16014	02/17/2021	Customer Refund	23.99	23.99	100-000-0000-2000	Refund Check
16015	02/17/2021	Autozone Inc.	40.54	40.54	100-130-0000-5220	Shop Supplies-Vehicle Cleaning Supplies.
16016	02/17/2021	Best Best & Krieger	3,025.65	2,699.36	100-600-0000-5403	Professional Services Jan 2021
				326.29	100-600-0000-5403	Professional Services Sept 2020
16017	02/17/2021	Builders Supply - 29 Palms	43.61	24.23	100-130-0000-5220	3/4" deming bit
				19.38	100-130-0000-5220	1x2x36 grade survey stakes 25 bundle
16018	02/17/2021	California Community Water Systems Alliance	5,000.00	2,500.00	100-600-0000-5350	Monthly Anchor Level Sponsorship Dec 2020
				2,500.00	100-600-0000-5350	Monthly Anchor Level Sponsorship Jan 2021
16019	02/17/2021	Customer Refund	2.21	2.21	100-000-0000-2000	Refund Check
16020	02/17/2021	Customer Refund	4.55	4.55	100-000-0000-2000	Refund Check
16021	02/17/2021	Customer Refund	28.38	28.38	100-000-0000-2000	Refund Check
16022	02/17/2021	Customer Refund	59.32	59.32	100-000-0000-2000	Refund Check
16023	02/17/2021	Desert Hardware	127.23	7.00	100-150-0000-5220	glue plumber 3. oz
				120.23	100-150-0000-5220	4' step ladder aluminum
16024	02/17/2021	Customer Refund	40.84	40.84	100-000-0000-2000	Refund Check
16025	02/17/2021	Customer Refund	13.83	13.83	100-000-0000-2000	Refund Check
16026	02/17/2021	Eisenhower Occupational Health Services	155.00	155.00	100-130-0000-5406	Physical
16027	02/17/2021	Ellison Systems Inc. Shoplet.Com	96.12	96.12	100-600-0000-5301	Office Supplies
16028	02/17/2021	Customer Refund	33.98	33.98	100-000-0000-2000	Refund Check
16029	02/17/2021	Engineering Resources	3,744.10	3,744.10	100-825-0000-6001	Professional Services
16030	02/17/2021	Customer Refund	35.56	35.56	100-000-0000-2000	Refund Check
16031	02/17/2021	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
16032	02/17/2021	Fidelity National Title Company	500.00	500.00	100-130-0000-5406	Title Search 613-041-06
16033	02/17/2021	Customer Refund	64.84	64.84	100-000-0000-2000	Refund Check
16034	02/17/2021	Customer Refund	14.73	14.73	100-000-0000-2000	Refund Check
16035	02/17/2021	Frontier Communications	179.26	179.26	100-150-0000-5203	Plant
16036	02/17/2021	Customer Refund	21.48	21.48	100-000-0000-2000	Refund Check
16037	02/17/2021	GMC Electrical Inc.	2,500.00	2,500.00	100-130-0000-5406	Annual cathodic protection system for 2021 Stockwell, Campbell.

# Twentynine Palms Water District

**Check Date Range:** 2/1/2021 thru 2/28/2021

16038	02/17/2021	Customer Refund	38.60	38.60	100-000-0000-2000	Refund Check
16039	02/17/2021	Grainger	545.89	164.50	100-150-0000-5220	Hooded coverall elastic yellow pack of 12
				272.15	100-150-0000-5220	sleeves 18" yellow pack of 200
				54.62	100-150-0000-5220	chemical gloves xl pack of 12
				54.62	100-150-0000-5220	chemical gloves blue/yellow pack of 12
16040	02/17/2021	Customer Refund	17.53	17.53	100-000-0000-2000	Refund Check
16041	02/17/2021	Customer Refund	48.68	48.68	100-000-0000-2000	Refund Check
16042	02/17/2021	Customer Refund	66.59	66.59	100-000-0000-2000	Refund Check
16043	02/17/2021	Customer Refund	71.77	71.77	100-000-0000-2000	Refund Check
16044	02/17/2021	Customer Refund	54.34	54.34	100-000-0000-2000	Refund Check
16045	02/17/2021	Hi-Desert Publishing Co.	172.80	172.80	100-600-0000-5409	Public Hearing Legal Ad
16046	02/17/2021	Customer Refund	24.09	24.09	100-000-0000-2000	Refund Check
16047	02/17/2021	Customer Refund	38.04	38.04	100-000-0000-2000	Refund Check
16048	02/17/2021	Home Depot Credit Services	135.35	135.35	100-150-0000-5220	Buckets/Extension cords
16049	02/17/2021	Customer Refund	22.51	22.51	100-000-0000-2000	Refund Check
16050	02/17/2021	Inland Water Works	5,792.62	1,163.70	100-000-0000-1499	6" Hymax
				565.67	100-000-0000-1499	9.00X9.40 X 20 REPAIR CLAMP
				2,866.15	100-000-0000-1499	6" p.o x flange gate valve
				172.40	100-000-0000-1499	6" FLANGE BOLT N NUT KIT
				1,024.70	100-000-0000-1499	1" CORP STOP MIP X CTS
16051	02/17/2021	Kennedy/Jenks Consultants	8,581.25	4,061.25	100-150-0000-5406	Professional Services Jan 2021
				4,290.00	100-800-0000-6001	Professional Services Jan 2021
				230.00	100-600-0000-5412	Professional Services Jan 2021
16052	02/17/2021	Konica Minolta Premier	318.03	318.03	100-600-0000-5223	02/01/2021 - 02/28/2021
16053	02/17/2021	Customer Refund	36.45	36.45	100-000-0000-2000	Refund Check
16054	02/17/2021	Customer Refund	205.19	205.19	100-130-0000-5226	Boot Reimbursement
16055	02/17/2021	Customer Refund	28.63	28.63	100-000-0000-2000	Refund Check
16056	02/17/2021	Customer Refund	43.14	43.14	100-000-0000-2000	Refund Check
16057	02/17/2021	Customer Refund	177.79	177.79	100-130-0000-5226	Boot Reimbursement
16058	02/17/2021	Customer Refund	9.94	9.94	100-000-0000-2000	Refund Check
16059	02/17/2021	O'Reilly Automotive Inc.	27.17	27.17	100-130-0000-5222	Veh. #4B-Hood Prop Rods.
16060	02/17/2021	Customer Refund	45.35	45.35	100-000-0000-2000	Refund Check

# Twentynine Palms Water District

**Check Date Range:** 2/1/2021 thru 2/28/2021

16061	02/17/2021	Customer Refund	25.28	25.28	100-000-0000-2000	Refund Check
16062	02/17/2021	Ortega Strategies Group	1,500.00	1,500.00	100-600-0000-5350	Consulting Jan 2021
16063	02/17/2021	Customer Refund	40.97	40.97	100-000-0000-2000	Refund Check
16064	02/17/2021	Customer Refund	66.49	66.49	100-000-0000-2000	Refund Check
16065	02/17/2021	Customer Refund	60.82	60.82	100-000-0000-2000	Refund Check
16066	02/17/2021	Prudential Overall Supply	598.92	96.53	100-130-0000-5253	Uniforms
				152.66	100-130-0000-5253	Uniforms
				96.53	100-130-0000-5253	Uniforms
				253.20	100-130-0000-5253	Uniforms
16067	02/17/2021	Reed & Davidson, LLP	207.50	207.50	100-600-0000-5403	Professional Services
16068	02/17/2021	Customer Refund	1.66	1.66	100-000-0000-2000	Refund Check
16069	02/17/2021	S.C.E.	20,487.37	2,811.53	100-110-0000-5201	Well 14
				534.84	100-120-0000-5201	Booster H1N, H2S
				768.45	100-110-0000-5201	Well 1
				1,942.02	100-120-0000-5201	Booster TP-1
				1,499.91	100-110-0000-5201	Well 16
				3,350.57	100-110-0000-5201	Well 17
				21.14	100-110-0000-5201	Well 4
				903.91	100-600-0000-5201	Hatch
				8,655.00	100-110-0000-5201	Well TP-1
16070	02/17/2021	Safety-Kleen Systems Inc.	217.91	217.91	100-130-0000-5406	Parts Washer
16071	02/17/2021	Spectrum Business	154.98	154.98	100-600-0000-5203	La Luna
16072	02/17/2021	Customer Refund	19.18	19.18	100-000-0000-2000	Refund Check
16073	02/17/2021	Bob Stephenson	125.00	125.00	100-610-0000-5350	Video Record Board Meeting Jan 21
16074	02/17/2021	Terminix	167.00	167.00	100-600-0000-5406	Quarterly Service
16075	02/17/2021	Customer Refund	75.00	75.00	100-108-0000-4207	Refund Meter Test Fee
16076	02/17/2021	Customer Refund	10.68	10.68	100-000-0000-2000	Refund Check
16077	02/17/2021	TPX Communications	885.81	885.81	100-600-0000-5203	Hatch
16078	02/17/2021	Customer Refund	23.31	23.31	100-000-0000-2000	Refund Check
16079	02/17/2021	Customer Refund	1.60	1.60	100-000-0000-2000	Refund Check
16080	02/17/2021	U.S. Postal Service	2,500.00	2,500.00	100-160-0000-5302	Permit 39
16081	02/17/2021	United Cerebral Palsy Assoc.	335.56	335.56	100-160-0000-5406	Mail Production

# Twentynine Palms Water District

**Check Date Range:** 2/1/2021 thru 2/28/2021

16082	02/17/2021	Usa Blue Book	441.54	441.54	100-150-0000-5220	Hach dpd 1 for 10 ml sample 1000 pack
16083	02/17/2021	Customer Refund	42.04	42.04	100-000-0000-2000	Refund Check
16084	02/17/2021	Customer Refund	15.55	15.55	100-000-0000-2000	Refund Check
16085	02/17/2021	Customer Refund	21.58	21.58	100-000-0000-2000	Refund Check
16086	02/17/2021	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
16087	02/25/2021	City of Twentynine Palms	10,249.50	10,249.50	100-800-0000-6001	Installation of Dedicated Sample Pump Systems - Project Phoenix
16088	02/25/2021	Pacific Western Bank	3,739.26	11.98	100-600-0000-5301	Charges
				28.00	100-130-0000-5303	Charges
				28.00	100-130-0000-5303	Charges
				28.00	100-130-0000-5303	Charges
				28.00	100-130-0000-5303	Charges
				28.00	100-130-0000-5303	Charges
				0.65	100-130-0000-5303	Charges
				0.65	100-130-0000-5303	Charges
				0.65	100-130-0000-5303	Charges
				0.65	100-130-0000-5303	Charges
				0.65	100-130-0000-5303	Charges
				100.01	100-150-0000-5221	Charges
				43.45	100-150-0000-5220	Charges
				51.05	100-150-0000-5220	Charges
				10.10	100-600-0000-5330	Charges
				82.50	100-600-0000-5301	Charges
				184.66	100-600-0000-5301	Charges
				282.70	100-120-0000-5220	Charges
				387.86	100-130-0000-5220	Charges
				402.32	100-850-0000-6001	Charges
				(387.86)	100-130-0000-5220	Charges
				1,247.65	100-130-0000-5222	Charges
				28.35	100-130-0000-5220	Charges
29.99	100-600-0000-5406	Charges				
108.00	100-600-0000-5406	Charges				
467.16	100-600-0000-5303	Charges				



# Twentynine Palms Water District

Check Date Range: 2/1/2021 thru 2/28/2021

				85.91	100-130-0000-5220	Charges
				125.58	100-150-0000-5203	Charges
				204.13	100-130-0000-5228	Charges
				130.47	100-130-0000-5220	Charges
			<b>Total</b>	<b>\$160,569.48</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: March 8, 2021**

**SUBJECT: Management Report**

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**A. The Operations and Maintenance Department performed the following tasks during the month of February 2021:**

1. Responded to 95 Underground Service Alerts
2. Responded to and repaired
  - a. 0 water main leaks
  - b. 1 water meter leak
  - c. 1 service line leak
  - d. 0 fire hydrant repairs/maintenance
3. Installed 28 new services
4. Replaced 3 customer gate valves
5. Performed 3 leak audits
6. Painted 0 fire hydrants
7. Performed 2 customer pressure checks
8. Replaced 6 water meters
9. Tested and exercised emergency generators
10. Sounded wells for February
11. 1 water waste inquiry was reported
12. Installed 0 AMI/AMR meters

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

1. 173 work orders were generated from reading meters
2. 34 work orders were generated from billing variance list
3. 189 work orders were generated for turn on or turn off
4. 365 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 schedule has 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 (Began 07/19)	Dead Ends Flushed (Began 7/19)
Current Month	101	51
Year to Date	*1,899	391

\*Triennial cycle

# 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.	86	5	0	0	403	111	0	8				1
Feb.	95	3	0	0	396	101	0	28	N/A	N/A		0
March												
April												
May												
June									N/A	N/A		
<b>Totals</b>	<b>668</b>	<b>32</b>	<b>416</b>	<b>0</b>	<b>3238</b>	<b>896</b>	<b>81</b>	<b>92</b>				<b>6</b>

**Total Connections in District= 8,237**

# 7.2

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

**TO: Board of Directors**

**FROM: Mike Minatrea, Treatment/Production Superintendent**

**DATE: March 4, 2021**

**SUBJECT: Management Report**

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**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 0.03 mg/L to a high of 0.50 mg/L. Chlorination point (the point where chlorine is introduced into the distribution system) averages ranged from 0.20 mg/L to .93 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 10 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 9 fluoride samples were taken from potable water production wells. Fluoride levels in the distribution system ranged from a low of .66 mg/L to a high of 1.8 mg/L. Fluoride measurements collected at the wells ranged from a low of 0.32 to a high of 2.1 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.	59.5	79.885	23.532	9.751	172.668	156.838	10.09%	-9.18%		
Feb.	67.57	64.608	17.182	9.135	158.495	150.696	5.18%	-4.78%		
March					0.000					
April					0.000					
May					0.000					
June					0.000					
<b>Totals</b>	<b>846.027</b>	<b>693.619</b>	<b>213.792</b>	<b>103.857</b>	<b>1857.295</b>	<b>1598.189</b>	<b>16.21%</b>			

Production Totals Expressed in Acre Feet

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

**11.872**

acre feet =

**1.38%**



# 7.3

**TWENTYNINE PALMS WATER DEPARTMENT**

**FINANCIAL REPORT**

**For The Month Of**

**Jan. 2021**

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

**TWENTYNINE PALMS WATER DEPARTMENT  
STATEMENT OF INVESTMENTS AND RESERVES  
For the Period Ending January 31, 2021  
(Unaudited)**

<u>Operating Funds &amp; Internal Reserves:</u>	<u>Prior Balance</u>	<u>Deposits</u>	<u>Disbursements</u>	<u>Current Balance</u>	<u>Market</u>
Operating Funds - LAIF	\$ 3,618,691	\$ 5,803	\$ (7,830)	\$ 3,616,664	\$ 3,624,879
Election Fund Reserve - LAIF	21,177	-	-	21,177	21,225
Capital Reserve - LAIF	901,729	1,426	-	903,154	905,205
Capital Funds for Primary Infrastructure - LAIF	160,061	6,065	-	166,126	166,503
Capital Funds for Secondary Infrastructure - LAIF	88,245	2,109	-	90,354	90,559
<b>Total Investments</b>	<b>\$ 4,789,902</b>	<b>\$ 15,403</b>	<b>\$ (7,830)</b>	<b>\$ 4,797,475</b>	<b>\$ 4,808,372</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 January 31, 2021  
(Unaudited)**

	Jan. 2021	Dec. 2020	YTD	Budget	YTD 58%	Prior YTD
1 Operating Revenues	\$ 338,520	\$ 378,081	\$ 3,126,010	\$ 4,294,100	73%	\$ 2,675,932
2 Non-Operating Revenues	71,252	60,618	533,713	728,000	73%	487,285
<b>Total Revenue Available to</b>						
3 <b>Fund Operations &amp; Capital/R&amp;R</b>	<b>409,771</b>	<b>438,699</b>	<b>3,659,723</b>	<b>5,022,100</b>	<b>73%</b>	<b>3,163,217</b>
4 Operating Expenses	387,196	448,746	2,612,129	4,399,600	59%	2,564,779
5 Non-Operating Expenses	22,459	22,459	157,214	269,500	58%	200,039
6 Total Debt Service	-	-	121,142	243,500	50%	125,917
7 Total Expenses	409,655	471,205	2,890,484	4,912,600	59%	2,890,735
<b>Net Revenues Available to Fund</b>						
8 <b>Capital Related Expenditures</b>	<b>117</b>	<b>(32,506)</b>	<b>769,239</b>	<b>109,500</b>	<b>703%</b>	<b>272,482</b>
9 District Projects	(34,290)	(8,158)	(87,011)	(415,000)	21%	(38,757)
10 CIP Projects	(20,645)	(2,534)	(246,316)	(2,300,000)	11%	(893,597)
11 Repairs & Replacement	(402)	(6,908)	(25,280)	(385,000)	7%	(12,501)
12 Capital Outlay	-	(8,975)	(17,844)	(195,000)	9%	(112,276)
13 Election Expense	-	-	-	-	0%	(78,622)
<b>Sub-Total</b>	<b>(55,337)</b>	<b>(26,575)</b>	<b>(376,451)</b>	<b>(3,295,000)</b>	<b>11%</b>	<b>(1,135,752)</b>
14 Transfers in from SRF for Election	14,400	6,482	62,800	137,400	46%	61,722
15 Transfers Out - PARS Trust Obligation	-	-	-	(40,000)	0%	-
16 <b>Increase (Decrease) in Fund Balance</b>	<b>\$ (40,821)</b>	<b>\$ (52,599)</b>	<b>\$ 455,588</b>	<b>\$ (3,088,100)</b>		<b>\$ (801,548)</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**  
**Detail Statement of Revenues and Expenses**  
**For the Period Ending January 31, 2021**  
**(Unaudited)**

	Jan. 2021	Dec. 2020	YTD	Budget	YTD 58%	Prior YTD
<b>1 Operating Revenues</b>						
2 Water Sales	\$ 209,957	\$ 251,664	\$ 2,234,092	\$ 3,213,200	70%	\$ 1,829,071
3 RTS	119,985	117,079	823,454	1,427,200	58%	762,518
4 Other Operating Revenue	8,578	9,338	68,464	85,000	81%	84,343
5 Anticipated Uncollectable - Covid	-	-	-	(431,300)	0%	-
<b>6 Total Operating Revenues</b>	<b>338,520</b>	<b>378,081</b>	<b>3,126,010</b>	<b>4,294,100</b>	<b>73%</b>	<b>2,675,932</b>
<b>7 Non-Operating Revenues</b>						
8 Capital Impact Fees	8,224	11,278	72,669	-	0%	15,118
9 Water Availability Assessment	48,242	48,242	337,692	578,900	58%	344,808
10 Interest Revenue	7,573	-	20,694	110,000	19%	87,199
11 Other Penalties	2,915	859	13,710	24,100	57%	16,214
12 Reimbursed Expenses	2,145	80	30,294	5,000	606%	13,643
13 Other Non-Operating Revenue	2,153	160	58,655	10,000	587%	10,303
<b>14 Total Non-Operating Revenues</b>	<b>71,252</b>	<b>60,618</b>	<b>533,713</b>	<b>728,000</b>	<b>73%</b>	<b>487,285</b>
<b>15 Total Revenues</b>	<b>409,771</b>	<b>438,699</b>	<b>3,659,723</b>	<b>5,022,100</b>	<b>73%</b>	<b>3,163,217</b>
<b>16 Operating Expenditures</b>						
<b>17 Source of Supply</b>						
18 Labor & Benefits	1,225	1,150	8,959	8,600	104%	4,324
19 Direct Expenses	35,156	52,247	237,429	326,500	73%	194,085
<b>20 Total Source of Supply</b>	<b>36,380</b>	<b>53,398</b>	<b>246,389</b>	<b>335,100</b>	<b>74%</b>	<b>198,409</b>
<b>21 Pumping</b>						
22 Labor & Benefits	-	144	2,162	2,400	90%	1,428
23 Direct Expenses	6,134	7,089	77,594	134,000	58%	69,275
<b>24 Total Pumping</b>	<b>6,134</b>	<b>7,232</b>	<b>79,756</b>	<b>136,400</b>	<b>58%</b>	<b>70,703</b>
<b>25 Transmission &amp; Distribution</b>						
26 Labor & Benefits	80,226	123,167	677,452	1,196,400	57%	630,717
27 Direct Expenses	21,173	19,692	219,249	345,600	63%	212,281
<b>28 Total Transmission &amp; Distribution</b>	<b>101,399</b>	<b>142,859</b>	<b>896,701</b>	<b>1,542,000</b>	<b>58%</b>	<b>842,998</b>
<b>29 Treatment Wells</b>						
30 Labor & Benefits	3,773	7,064	34,252	63,800	54%	36,044
31 Direct Expenses	3,655	8,495	25,633	26,200	98%	17,180
<b>32 Total Treatment Wells</b>	<b>7,428</b>	<b>15,558</b>	<b>59,885</b>	<b>90,000</b>	<b>67%</b>	<b>53,224</b>
<b>33 Treatment Facility</b>						
34 Labor & Benefits	10,615	17,803	126,312	243,300	52%	154,058
35 Direct Expenses	61,990	47,695	288,298	479,400	60%	376,965
<b>36 Total Treatment Facility</b>	<b>72,605</b>	<b>65,497</b>	<b>414,610</b>	<b>722,700</b>	<b>57%</b>	<b>531,024</b>
<b>37 Customer Accounts</b>						
38 Labor & Benefits	13,645	18,372	121,557	198,800	61%	138,747
39 AMI Temporary Labor	-	-	1,447	-	0%	32,763
40 Direct Expenses	1,002	6,723	21,861	55,500	39%	17,462
<b>41 Total Customer Accounts</b>	<b>14,647</b>	<b>25,095</b>	<b>144,864</b>	<b>254,300</b>	<b>57%</b>	<b>188,972</b>

**Twentynine Palms Water Department  
Detail Statement of Revenues and Expenses  
For the Period Ending January 31, 2021  
(Unaudited)**

	Jan. 2021	Dec. 2020	YTD	Budget	YTD 58%	Prior YTD
<b>42 General Administration</b>						
43 Outside Services	24,076	21,220	231,827	416,400	56%	176,256
44 Direct Expenses	52,852	47,284	201,300	299,700	67%	162,997
<b>45 Total General Admin.</b>	<b>76,929</b>	<b>68,503</b>	<b>433,128</b>	<b>716,100</b>	<b>60%</b>	<b>339,253</b>
<b>46 Employee Salaries</b>						
47 Direct Labor	83,942	145,841	842,412	1,509,800	56%	903,934
48 Less Transfer to Operations	(63,359)	(116,521)	(662,815)	(1,175,900)	56%	(710,757)
<b>49 Total General &amp; Admin. Salaries</b>	<b>20,583</b>	<b>29,319</b>	<b>179,597</b>	<b>333,900</b>	<b>54%</b>	<b>193,177</b>
<b>50 District Benefits / G&amp;A Benefits</b>						
51 District Benefits - (H/D/V)	31,703	29,996	215,743	385,100	56%	205,807
52 District Benefits - Taxes	14,453	13,442	72,481	121,600	60%	72,819
53 District Benefits - Workers Comp	3,645	3,745	25,366	61,700	41%	36,751
54 District Benefits - CalPERS	14,356	21,057	110,907	189,000	59%	92,577
55 Subtotal District Benefits	64,157	68,240	424,497	757,400	56%	407,953
56 Less: Transfer to Operations	(64,157)	(68,240)	(424,497)	(757,400)	56%	(407,953)
<b>57 Total G&amp;A Benefits Allocated</b>	<b>15,731</b>	<b>13,719</b>	<b>91,254</b>	<b>167,500</b>	<b>54%</b>	<b>89,493</b>
<b>58 Payouts &amp; Retiree Medical</b>						
59 Vacation / Sick Payouts	35,037	26,540	62,651	66,500	94%	49,124
60 Retiree Medical	-	-	-	2,600	0%	3,271
<b>61 Total Payouts &amp; Retiree Medical</b>	<b>35,037</b>	<b>26,540</b>	<b>62,651</b>	<b>69,100</b>	<b>91%</b>	<b>52,395</b>
<b>62 Board of Directors</b>						
63 Directors' Fees	125	1,025	2,725	17,000	16%	4,800
64 Direct Expenses	199	-	568	15,500	4%	332
<b>65 Total Board of Directors</b>	<b>324</b>	<b>1,025</b>	<b>3,293</b>	<b>32,500</b>	<b>10%</b>	<b>5,132</b>
<b>66 Total Operating Expenditures</b>	<b>387,196</b>	<b>448,746</b>	<b>2,612,129</b>	<b>4,399,600</b>	<b>59%</b>	<b>2,564,779</b>
<b>67 Non-Operating Expenditures</b>						
<b>68 Debt Service</b>						
69 Principal	-	-	93,508	189,700	49%	94,400
70 Interest / Issuance Costs	-	-	27,634	53,800	51%	31,517
<b>71 Total Debt Service</b>	<b>-</b>	<b>-</b>	<b>121,142</b>	<b>243,500</b>	<b>50%</b>	<b>125,917</b>
<b>72 PERS Unfunded</b>						
73 Unfunded PERS Annual Payment	14,126	14,126	98,880	169,500	58%	83,373
74 Unfunded Pension & OPEB Trust Payments	8,333	8,333	58,333	100,000	58%	116,667
<b>75 Total PERS Unfunded</b>	<b>22,459</b>	<b>22,459</b>	<b>157,214</b>	<b>269,500</b>	<b>58%</b>	<b>200,039</b>
<b>76 Total Non-Operating Expenditures</b>	<b>22,459</b>	<b>22,459</b>	<b>278,355</b>	<b>513,000</b>	<b>54%</b>	<b>325,956</b>
<b>77 Total Expenditures</b>	<b>409,655</b>	<b>471,205</b>	<b>2,890,484</b>	<b>4,912,600</b>	<b>59%</b>	<b>2,890,735</b>
<b>Net Revenues Available to Fund Capital</b>						
<b>78 Related Expenditures</b>	<b>\$ 117</b>	<b>\$ (32,506)</b>	<b>\$ 769,239</b>	<b>\$ 109,500</b>	<b>703%</b>	<b>\$ 272,482</b>

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**Twentynine Palms Water Department**  
**Carryover CIP/Current CIP and R&M/Capital Outlay**  
**For the Period Ending January 31, 2021**  
**(Unaudited)**

	<b>Budget FY 20/21</b>	<b>Current Year Expenditures</b>	<b>Remaining Budget / (Over Budget)</b>
<b>Carryover Capital Approved in Previous Years</b>			
<b>District Projects</b>			
1 GW Mgmt. Plan & Urban Water Mgmt. Plan	\$ 100,000	\$ 29,255	\$ 70,745
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	30,000	50,000
7 USGS Study\Feasibility Study	25,000	-	50,000
8 Master Plan Updates	85,000	-	50,000
9 <b>Total Carryover Capital Approved in Previous Years</b>	<b>415,000</b>	<b>87,011</b>	<b>347,989</b>
10 <b>Capital Improvement Plan</b>			
11 Chromium VI and Flouride for Well 11B	1,000,000	37,086	962,914
12 Fluoride Variance (Expiring) - TP-2, W12, W16	1,000,000	47,496	952,504
13 AMI / AMR Meters	300,000	161,734	138,266
14 <b>Total Capital Improvement Plan</b>	<b>2,300,000</b>	<b>246,316</b>	<b>2,053,684</b>
15 <b>Repairs, Rehabilitation, &amp; Maintenance</b>			
16 Plant 6 Electrical and Well Upgrade	25,000	-	25,000
17 Emergency Repairs, Unspecified	75,000	24,878	50,122
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	402	9,598
22 Treated Water Reservoir Coating	50,000	-	50,000
23 Campbell Reservoir Road Paving	100,000	-	100,000
24 <b>Total Repairs &amp; Maintenance</b>	<b>385,000</b>	<b>25,280</b>	<b>359,720</b>
25 <b>Capital Outlay</b>			
26 Vehicle/Equipment Replacements	40,000	17,725	22,275
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 <b>Total Capital Outlay</b>	<b>195,000</b>	<b>17,844</b>	<b>177,156</b>
34 <b>TOTAL</b>	<b>\$ 3,295,000</b>	<b>\$ 376,450</b>	<b>\$ 2,938,550</b>

**Twentynine Palms Water Department  
Special Revenue Fund  
For the Period Ending January 31, 2021  
(Unaudited)**

	<u>Jan. 2021</u>	<u>Dec. 2020</u>	<u>YTD</u>	<u>Budget</u>	<u>YTD 58%</u>	<u>Prior YTD</u>
1 Tower Revenues	\$ 17,733.17	\$ 9,814.89	\$ 86,133.31	\$ 131,100.00	66%	\$ 79,083.00
2 Less Transfers Out to Fire	-	-	-	-	N/A	-
3 Less Transfers Out To Water	(14,399.84)	(6,481.56)	(62,800.00)	(91,100.00)	69%	(55,750.00)
4 Transfer to PARS Trust	(3,333.33)	(3,333.33)	(23,333.31)	(40,000.00)	58%	(23,333.00)
<b>Ending Balance</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>



**7.4**

**NO  
MATERIAL  
PROVIDED**