

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

**June 23, 2021 / 4:00 P.M.**

**AGENDA**

This meeting may be viewed on the District's website at [www.29palmswater.net](http://www.29palmswater.net)

Next Resolution #21-08  
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 Proposed Continuation of Water Availability Assessment
  - 1.1 Board to Hear Public Testimony at This Time
2. Consider Resolution 21-06 Continuing the Current Existing Level of Water Availability Assessments for Fiscal Year 2021-2022
3. Presentation and Public Hearing on the District's Urban Water Management Plan
  - 3.1 Board to Hear Public Testimony at this Time
4. Consider Resolution 21-07 Adopting the 2020 Urban Water Management Plan and Water Shortage Contingency Plan
5. Discussion of Illegal Marijuana Cultivation Activities
6. Approval of Amendment to General Manager Employment Agreement
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 May 26, 2021
  - 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., June 18, 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**

**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: JUNE 16, 2021

FROM: RAY KOLISZ, GENERAL MANAGER

SUBJECT: CONSIDER RESOLUTION 21-06 CONTINUING THE CURRENT EXISTING LEVEL OF WATER AVAILABILITY ASSESSMENTS FOR FISCAL YEAR 2021/2022

**BACKGROUND**

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.

On March 24, 2021, the Board adopted Resolution 21-04, Intention to Continue Currently Existing Water Availability Assessments of the Twentynine Palms Water District in the upcoming Fiscal Year 2021/2022.

**RECOMMENDATION**

Approve and Adopt Resolution 21-06 Continuing the Current Existing Level of Water Availability Assessments for Fiscal Year 2021/2022.

**RESOLUTION NO. 21-06**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE TWENTYNINE PALMS WATER DISTRICT  
CONTINUING THE CURRENT EXISTING LEVEL OF  
WATER AVAILABILITY ASSESSMENTS  
FOR FISCAL YEAR 2021-2022**

**WHEREAS**, pursuant to Section 31032.1 and 31031.7 of the California Water Code, the Board of Directors of the Twentynine Palms Water District (hereinafter "District") is authorized and empowered to fix, levy and collect water availability assessments not to exceed Thirty Dollars (\$30.00) per acre per year for land on which the assessment is levied, or Thirty Dollars (\$30.00) per year for a parcel of less than one (1) acre within the District to which water is made available for any purpose by the District, whether the water is actually used or not, and that such assessments may vary between parcels;

**WHEREAS**, pursuant to Section 31032.2 of the California Water Code, it is hereby found that the District's Secretary caused notice of the filing of the required report on proposed water availability assessments, and of the time and place of the public hearing thereon to be timely published and notice to be timely mailed to the applicable property owners of record;

**WHEREAS**, it is further found that the District's Secretary caused a copy of the report to be timely made available for inspection during normal business hours at the office of the District located at 72401 Hatch Road, Twentynine Palms, California;

**WHEREAS**, pursuant to Section 31032.3 of the California Water Code, a public hearing on the proposed assessments was held on June 23, 2021, to hear and consider all objections or protests to said proposed assessments; and,

**WHEREAS**, the proposed water availability assessments are found not to exceed the annual District costs, in any case whatsoever, of providing District water availability to the lands proposed to be assessed.

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

**Section 1. Continuation of Existing Water Availability Assessments.** Water availability assessments are hereby fixed, established and continued for District Fiscal Year 2021-22 on all parcels lying within the District, which are described in the above referenced written report, on the following basis:

1. Thirty Dollars (\$30.00) for each parcel that is one (1) acre or less.
2. Thirty Dollars (\$30.00) for the first acre, plus Eight Dollars (\$8.00) for each acre over one (1) acre up to five (5) acres for each parcel.

3. Thirty Dollars (\$30.00) for the first acre, plus Eight Dollars (\$8.00) per acre over one (1) acre up to five (5) acres, plus Seven Dollars and Fifty Cents (\$7.50) per acre for the sixth and all further acres within a parcel, subject to a maximum parcel charge of Twelve Hundred Dollars (\$1,200.00).

**Section 2. Collection of Water Availability Assessments.** Pursuant to Section 31032.1 of the California Water Code, the District does hereby elect to fix and levy water availability assessments to be collected on the county tax roll in the same manner as general taxes.

**Section 3. Authorization.** The General Manager, Engineer and Attorney for the District are hereby authorized and directed to take any necessary and appropriate actions to provide for the establishment of the water availability assessments in accordance with this Resolution including, but not limited to, filing with the county the applicable reports and statements in order to collect said amounts on the tax rolls.

**Section 4. CEQA Exemption.** Water availability assessment monies raised pursuant to the Resolution are exempt from environmental analysis pursuant to Public Resources Code, Section 21080(b)(8).

**Section 5. Overruling Objections and Protests, and Effective Date.** All objections and protests received at the public hearing are hereby found not to warrant reductions or other changes in the proposed water availability assessments. This resolution is effective immediately.

**Section 6. Proposition 218 Compliance.** It is found and determined that the assessments here described have been determined without any change in assessment rates or methodology from assessments existing immediately prior to voter adoption of Proposition 218, and that all assessment monies are imposed exclusively to finance the capital costs or maintenance and operation expenses of the District's water system.

**PASSED, APPROVED AND ADOPTED** this 23<sup>rd</sup> day of June 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**

**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:	JUNE 17, 2021
FROM:	RAY KOLISZ, GENERAL MANAGER
SUBJECT:	CONDIDERATION TO APPROVE RESOLUTION 21-07 ADOPTING THE 2020 URBAN WATER MANAGEMENT PLAN AND WATER SHORTAGE CONTINGENCY PLAN

**BACKGROUND AND DISCUSSION**

The State of California mandates that all urban water suppliers within the state prepare an Urban Water Management Plan (UWMP) and a Water Shortage Contingency Plan (WSCP) every five years. Detailed information on what must be included in these plans as well as whom must complete them can be found in California Water Code (CWC) sections 10610 through 10657. According to the Urban Water Management Planning Act (UWMP Act) of 1983, an urban water supplier is defined as a supplier, either public or private, that provides water for municipal purposes either directly or indirectly to more than 3,000 customers or supplies more than 3,000 acre-feet (AF) annually.

The existing UWMP was last updated in 2015 and is due to be updated for calendar year 2020. In August of 2020, the District awarded a contract to Kennedy Jenks to update and prepare the 2020 UWMP and WSCP. The completed document is available at:

<https://29palmswater.com/wp-content/uploads/UWMP-and-WSCP-FINAL.pdf>

Following the public hearing and presentation by Kennedy Jenks Consultants, the UWMP and WSCP will be considered for adoption.

**RECOMMENDATION:**

Approve Resolution 21-07 Adopting the Urban Water Management Plan and Water Shortage Contingency Plan.



**RESOLUTION 21-07**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE TWENTYNINE PALMS WATER DISTRICT  
ADOPTING THE 2020 URBAN WATER MANAGEMENT PLAN  
AND WATER SHORTAGE CONTINGENCY PLAN**

**WHEREAS**, the California Urban Water Management Planning Act, Water Code section 10610 et seq. (the Act) mandates that every urban water supplier providing water for municipal purposes to more than 3,000 customers or supplying more than 3,000 acre feet of water annually, prepare and adopt an updated Urban Water Management Plan at least once every five years; and

**WHEREAS**, Twentynine Palms Water District (TPWD) is an urban water supplier for the purposes of the Act, and approved and adopted its most recent 2015 Urban Water Management Plan (UWMP) and submitted that UWMP to the California Department of Water Resources in July 2016; and

**WHEREAS**, TPWD, in accordance with applicable law including requirements of the Act and the Water Conservation Act of 2009 has prepared its 2020 UWMP and has undertaken certain agency coordination, public notice, public involvement and outreach, public comment, and other procedures in relation to its 2020 UWMP; and

**WHEREAS**, TPWD has prepared its 2020 UWMP with its own staff, with the assistance of consulting professionals, and in cooperation with other governmental agencies and has utilized and relied upon industry standards and the expertise of industry professionals in preparing its UWMP and has utilized and relied upon the Department of Water Resources 2020 Urban Water Management Plans Guidebook to Assist Urban Water Suppliers (March 2021); and

**WHEREAS**, California Water Code section 10632 requires water agencies to plan for water shortages of up to 50 percent as part of their Urban Water Management Plan; and

**WHEREAS**, TPWD has prepared an update to its Water Shortage Contingency Plan (WSCP); and

**WHEREAS**, the WSCP is consistent with the California Water Code sections 350 through 359 and section 10632, and guidance provided by the California Department of Water Resources Urban Drought Guidebook; and

**WHEREAS**, in accordance with applicable law, including Water Code sections 10608.26 and 10642, and Government Code section 6066, the TPWD made its Draft 2020 UWMP and WSCP available for public inspection and caused to be published within the jurisdiction of the TPWD at least two notices of public hearing

regarding the TPWD's 2020 UWMP and WSCP, which publication dates included June 9, 2021 and June 16, 2021.

**WHEREAS**, the TPWD held its public hearing on June 23, 2021 in the Board Room of the TPWD, located at 72401 Hatch Road, Twentynine Palms, California, regarding tis 2020 UWMP and WSCP, wherein, among other things, members of the public and other interested entities were provided with the opportunity to be heard in connection with the TPWD's 2020 UWMP and WSCP and the proposed adoption thereof; and

**WHEREAS**, pursuant to the public hearing on the 2020 UWMP and WSCP TPWD encouraged the active involvement of diverse social, cultural, and economic elements of the population within the TPWD service area with regard to the preparation and adoption of the 2020 UWMP and WSCP, encouraged input by members of the public and any other interested party regarding all aspects of the 2020 UWMP and WSCP, encouraged community input regarding the TPWD plan for complying with the Water Conservation Act of 2009, considered the economic impacts of complying with the Water Conservation Act of 2009; and

**WHEREAS**, the Board of Directors of TPWD has reviewed and considered the purposes and requirements of the Urban Water Management Planning Act and the Water Conservation Act of 2009, the contents of the 2020 UWMP and WSCP, the documentation contained in the administrative record in support of the 2020 UWMP and WSCP, and all public and agency input received with regard to the 2020 UWMP and WSCP, and has determined that the factual analyses and conclusions set forth in the 2020 UWMP and WSCP are supported by substantial evidence

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

1. The TPWD Board of Directors hereby approves and adopts the 2020 Urban Water Management for Twentynine Palms Water District and the Water Shortage Contingency Plan (2020) ordered filed with the Secretary of the Board.
2. The General Manager is hereby authorized and directed to include a copy of this Resolution in the 2020 Urban Water Management Plan for Twentynine Palms Water District and, in accordance with Water Code section 10644(a), to file the 2020 Urban Water Management Plan for Twentynine Palms Water District with the California Department of Water Resources, the California State Library, and any city or county within which the TPWD provides water supplies within thirty (30) days of this adoption date.
3. The General Manager is hereby authorized and directed, in accordance with Water Code section 10645, to make the 2020 Urban Water Management Plan for Twentynine Palms Water District



available for public review during normal business hours not later than thirty (30) days after filing a copy thereof with the California Department of Water Resources.

4. The General Manager is hereby authorized and directed, in accordance with Water Code section 10635(b), to provide that portion of the 2020 Urban Water Management Plan for Twentynine Palms Water District prepared pursuant to Water Code section 10635(a) to any city or county within which the TPWD provides water supplies not later than sixty (60) days after filing a copy thereof with the California Department of Water Resources.
5. The General Manager is hereby authorized and directed to implement the components of the 2020 Urban Water Management Plan for Twentynine Palms Water District in accordance with the Urban Water Management Planning Act and the Water Conservation Act of 2009, including but not limited to, the TPWD's Water Conservation Programs and its Water Shortage Contingency Plan.
6. The General Manager is hereby authorized and directed to recommend to the Board of Directors additional steps necessary or appropriate to effectively carry out the implementation of the 2020 Urban Water Management Plan for Twentynine Palms Water District, the Urban Water Management Planning Act and the Water Conservation Act of 2009.

**PASSED, APPROVED AND ADOPTED** this 23<sup>rd</sup> day of June 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

**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:	JUNE 17, 2021
FROM:	RAY KOLISZ, GENERAL MANAGER
SUBJECT:	DISCUSSION OF ILLEGAL MARIJUANA CULTIVATION ACTIVITIES

**BACKGROUND AND DISCUSSION**

The unincorporated areas of San Bernardino County has become a prime area for illegal marijuana grow operations. Like many other public agencies, the Twentynine Palms Water District (District) has received many communications regarding potential illegal marijuana operations within our service boundaries and the water usage associated with these operations.

On November 8, 2016, the California voters approved Proposition 64, the Adult Use of Marijuana Act (AUMA), which legalized adult recreational use of marijuana for adults over the age of 21. Under State law, adults may now use, possess, process, transport or give away 28.5 grams of marijuana or 8 grams of concentrated marijuana. Prior to Proposition 64, illegal grow operations were punishable with up to three years of prison and \$10,000 in fines.

While the AUMA allows local governments to reasonably regulate indoor cultivation, local governments cannot outright ban indoor cultivation of six plants within a private residence or a locked accessory structure. However, AUMA does recognize local control to regulate or prohibit all outdoor cultivation and all commercial marijuana activities. San Bernardino County prohibits the outdoor cultivation of marijuana and all commercial marijuana activity, including cultivation, production, storage, processing, manufacturing, dispensing, delivery, distribution, testing, transportation, provision, and sale for medical or other purposes in the unincorporated areas of the county.

When water service is requested for a property, the District does not have any enforcement authority to determine if the water use is in violation of the AUMA or San Bernardino County Law relating to suspected illegal grow operations. However, the District has prepared a list of resources for reporting illegal marijuana operations to the appropriate state and county authorities, such as the CalCannabis Cultivation Licensing Division and the Gangs/Narcotics Division of the San Bernardino County Sheriff. Additionally, as to be discussed below, the District lacks the expertise to investigate such claims throughout our service area. As a result of these factors, the District will continue to defer to law enforcement to investigate and enforce potential violations.

If water usage to a property is unauthorized, it is common practice for the District to report this theft of a utility to local law enforcement where a report is taken and contact is made with the end user at the property. To date, the District has only experienced one (1) unauthorized water usage to a property with suspected illegal grow operations.

As indicated in the monthly water production reports, the month of April 2021 seen an increase in production of 29.11% in comparison to April of 2020. Since July 1, 2020, and to date of this report, the District has observed an overall water production increase of 17.78%. The monthly water production report also makes a comparison to the year 2013, as this is the baseline year that the State Water Resources Control Board uses for drought regulation reporting. Currently, the District is producing less water, approximately 6.3%, than 2013 which is prior to Proposition 64 and AUMA.

Although the District recognizes that illegal grow operations contribute to the overall water usage of the District, the District is not able to isolate the increase in water production to suspected illegal marijuana grow operations alone.

Some factors that have contributed to an increase in water production are:

- Since July 1, 2020, the District has installed 180 new water services
- Due to COVID-19 more residents have or continue to work from home increasing water usage
- Schools have been closed since March of 2020 causing increased water consumption at homes
- Weather patterns with higher average temperatures increase outdoor irrigation and evaporative cooler water use

District staff has analyzed six (6) suspected illegal marijuana grow operations for water consumption usage and six (6) residential usage accounts to demonstrate that in some cases, residential water use is higher than suspected illegal grow operations. The total amount of water is expressed in units (1 unit equals 748 gallons) and is an average of the last three billing cycles which is equivalent to six (6) months.

Grow Operations

Property #1 475 units  
Property #2 223 units  
Property #3 222 units  
Property #4 185 units  
Property #5 172 units  
Property #6 148 units

Residential Homes

Property #1 286 units  
Property #2 236 units  
Property #3 202 units  
Property #4 177 units  
Property #5 154 units  
Property #6 122 units

Another area of increased water usage is the pay meter station located on Utah Trail. This station is available for residents that live outside the District's service area to obtain water through a pay meter card. Water sales are also up at the station, possibly from grow operations obtaining water and hauling the obtained water to the grow site. One possible solution, suggested by a community member, would be to limit the hours of operations of the pay meter station. Currently, the pay meter station is available for anyone to use 24 hours a day, 7 days a week that has a pay meter card. To change the hours of operation for the pay meter station would involve a staff member to physically visit the site, turn on and off the pay meter station manually at certain times of the day. This would create an increase in operating cost that are directly related to the pay meter station. Any costs associated with the pay meter station must be included in the cost of water being purchased and the additional labor to limit hours of operation would need to be built into that cost. Current software for the pay meter station does not allow for operating hour parameters to be programmed.

As co-chair of the Community Water Systems Alliance Steering Committee, together with Marina West (General Manager at Bighorn-Desert View Water Agency) who chairs the CWSA Policy Committee, we have progressed the problem of illegal cannabis grows to be taken up as a regional priority. CWSA recently asked the State Water Resources Control Board to make this a high priority, due to concerns about potential water contamination and, in some areas, impacts to the groundwater basin from uncontrolled water pumping. CWSA is sending the same request for coordinated help to all the state agencies (Departments of Justice, Environmental Protection, Natural Resources, Food and Agriculture) that have some responsibility over the problem. CWSA is pursuing possible amendments of bills in the state legislature to increase penalties for persons aiding and abetting illegal cannabis activity (AB 1138 - Rubio), and for water theft (SB 427 - Eggman).

Regionally, CWSA is organizing the "Highway 62-247 Initiative" for the water agencies from the District to Victorville to put out regional messaging on efforts to combat illegal cannabis, and water conservation. This regional initiative will include other CWSA members, Joshua Basin Water District, Hi-Desert Water District, and Bighorn-Desert View Water Agency. A community forum will be planned in July to publicize the regional activities on these key issues. Staff will inform the Board about this forum as details are planned and will continue to exercise leadership in finding ways to address this community concern.

Many water agencies across the State are being subjected to increasing public pressure as water is the key element of these illegal marijuana grow operations. The challenge is to find solutions that would mitigate the water use under the laws that we operate under. We will continue to work with the State Water Resources Control Board, Regional Water Quality Control Board, local and state officials and our community partners to combat the problem in our area.

**6**

AMENDMENT NO. 4

GENERAL MANAGER EMPLOYMENT AGREEMENT BETWEEN  
RAY KOLISZ AND THE TWENTYNINE PALMS WATER DISTRICT

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The EMPLOYMENT AGREEMENT BETWEEN THE TWENTYNINE PALMS WATER DISTRICT (“DISTRICT”) AND RAY KOLISZ (“GENERAL MANAGER”), DATED JULY 27, 2016, IS HEREBY AMENDED EFFECTIVE UPON APPROVAL BY BOTH PARTIES AS FOLLOWS:

- SECTION 3.1. TERM:** This section shall be amended to extend the termination date of the Agreement from June 30, 2022 to June 30, 2024.
- Except as expressly amended herein, all other terms and conditions of the Agreement shall remain in full force and effect.

TWENTYNINE PALMS WATER  
DISTRICT

By: \_\_\_\_\_  
Carol Giannini, Board President

By: \_\_\_\_\_  
Ray Kolisz, General Manager

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

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

7



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

**May 26, 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 Bob Coghill, Suzi Horn, Carol Giannini, and Randy Leazer. Director Michael Arthur was absent. 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

Adan Ortega led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

Karalee Hargrove, of Twentynine Palms, spoke to the City's survey and her opposition to the City's reference to consolidate with the Twentynine Palms Water District.

Steven Reyes, of unincorporated Twentynine Palms, spoke against the excessive water use by illegal pot farms.

Amy Tessier, of unincorporated Twentynine Palms, spoke to the negative impact of water usage by illegal pot farms.

Pat Flanagan, of Twentynine Palms, spoke against the illegal pot farm grows and the water quality that may be impacted.

1. Consideration to Approve Resolution 21-05 Adopting the Fiscal Year 2021-2022 Annual Budget and Compensation Plan

Director Leazer moved to approve Resolution 21-05 adopting the Fiscal Year 2021-2022 Annual Budget and Compensation plan, seconded by Director Horn, and approved by the following roll call vote:

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

2. Consent Calendar

- Minutes of a Regular Meeting held on April 28, 2021
- Audit List

Director Leazer, moved to approve the Minutes and Audit List, seconded by Director Coghill, and unanimously approved by all present. Director Arthur was absent.

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

4. Management Reports

4.1 Maintenance

Matt Shragge reported that the District responded to 140 Underground Service Alerts, had 2 water main leaks, 0 water meter leaks, 0 service line leaks, 2 fire hydrant repairs/maintenance, installed 51 new services, replaced 2 customer gate valves, performed 2 leak audits, painted 0 fire hydrants, performed 4 customer pressure checks, replaced 10 meters, Tested and exercised emergency generators and sounded wells for April. 0 water waste inquiries were received. 390 work orders were generated and performed during the month. There were no shut offs due to COVID-19. 0 AMI/AMR meters were installed.

4.2 Water Quality

Mike Minatrea was absent.

4.3 Finance

Ms. Byerrum reported the District is ahead of the budget due to an increase in new development fees, insurance reimbursement, and scrap sales.

4.4 General Manager

Mr. Kolisz thanked Staff for filling in during his absence. Beginning June 1<sup>st</sup>, the District will reinstate late fees for delinquent water accounts.

5. Closed Session: Public Employee Performance Evaluation (Per Government Code § 54957)

Title: General Manager

Director Horn moved to enter closed session at 4:19 p.m., seconded by Director Leazer, and unanimously approved.

The Board returned to open session at 5:45 p.m. Director Giannini announced there was no reportable action.

6. Future Agenda Items and Staff Tasks/Directors' Comments and Reports  
Director Giannini announced that retired Colonel and longtime Board member, Phil Cisneros, passed away and will be buried this Memorial weekend fittingly in Arlington Memorial Cemetery.

Director Leazer would like the General Manager to look into the District's legal obligations and water usage data analysis as it pertains to the illegal grow operations, for next month's Board meeting.

7. Adjournment  
On motion by Director Horn seconded by Director Coghill, and approved by the Board, the meeting was adjourned at: 5:46 p.m.

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

Attest:

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

# Twentynine Palms Water District

Check Date Range: 5/1/2021 thru 5/31/2021

Ck No	Ck Date	Payable To	Ck Amt	Ck Detail	GL Acct No	Description
16459	05/12/2021	Richard Capelli 29 Palms Fencing	5,500.00	5,500.00	100-850-0000-6001	Campbell Hill fence with barb wire, double gate
16460	05/12/2021	ACWA/JPIA	37,895.49	32,765.05	100-310-0000-5140	Health Benefits May 2021
				1,948.91	100-310-0000-5141	Health Benefits May 2021
				616.31	100-310-0000-5142	Health Benefits May 2021
				1,948.91	100-310-0000-5141	Health Benefits June 2021
				616.31	100-310-0000-5142	Health Benefits June 2021
16461	05/12/2021	ACWA/JPIA	32,765.05	32,765.05	100-310-0000-5140	Health Benefits June 2021
16462	05/12/2021	Customer Refund	11.33	11.33	100-000-0000-2000	Refund Check
16463	05/12/2021	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
16464	05/12/2021	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
16465	05/12/2021	Beyond Software Solutions	1,630.00	1,630.00	100-600-0000-5406	Monthly IT Bundled Services May 2021 annual maint/parcel module
16466	05/12/2021	Customer Refund	69.98	69.98	100-000-0000-2000	Refund Check
16467	05/12/2021	Customer Refund	177.93	177.93	100-000-0000-2000	Refund Check
16468	05/12/2021	Customer Refund	1.79	1.79	100-000-0000-2000	Refund Check
16469	05/12/2021	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
16470	05/12/2021	Builders Supply - 29 Palms	37.36	13.68	100-130-0000-5220	type s lime
				12.92	100-130-0000-5220	1100 nylon twine
				10.76	100-150-0000-5220	16" Tool Box. Sample Tool Box Kit.
16471	05/12/2021	Burrtec Waste & Recycling Svcs	234.10	70.61	100-150-0000-5406	Amboy
				163.49	100-600-0000-5406	Hatch
16472	05/12/2021	Customer Refund	23.99	23.99	100-000-0000-2000	Refund Check
16473	05/12/2021	Customer Refund	4.57	4.57	100-000-0000-2000	Refund Check
16474	05/12/2021	Customer Refund	71.35	71.35	100-000-0000-2000	Refund Check
16475	05/12/2021	Customer Refund	65.03	65.03	100-000-0000-2000	Refund Check
16476	05/12/2021	Core & Main LP	4,901.55	1,838.00	100-000-0000-1499	1" GATE VALVE BRASS
				2,284.73	100-000-0000-1499	1" CHECK VALVE BRASS
				469.79	100-000-0000-1499	1" X 1.5 METER TAIL
				184.04	100-000-0000-1499	1" X 6" BRASS NIPPLE
				124.99	100-000-0000-1499	1" X 4" BRASS NIPPLE
16477	05/12/2021	Customer Refund	34.80	34.80	100-000-0000-2000	Refund Check



# Twentynine Palms Water District

**Check Date Range:** 5/1/2021 thru 5/31/2021

16478	05/12/2021	Customer Refund	28.16	28.16	100-000-0000-2000	Refund Check
16479	05/12/2021	Customer Refund	23.61	23.61	100-000-0000-2000	Refund Check
16480	05/12/2021	Customer Refund	181.36	181.36	100-000-0000-2000	Refund Check
16481	05/12/2021	Eide Bailly LLP	6,250.00	6,250.00	100-600-0000-5401	Monthly Retainer Consulting Services April 21
16482	05/12/2021	Engineering Resources	13,220.14	13,220.14	100-825-0000-6001	
16483	05/12/2021	Customer Refund	71.35	71.35	100-000-0000-2000	Refund Check
16484	05/12/2021	Frontier Communications	330.68	180.58	100-150-0000-5203	Plant
				150.10	100-600-0000-5203	Hatch
16485	05/12/2021	Customer Refund	173.26	173.26	100-000-0000-2000	Refund Check
16486	05/12/2021	Tim Gomieo	175.61	175.61	100-130-0000-5226	Reimburse Saftey Boots
16487	05/12/2021	Customer Refund	54.75	54.75	100-000-0000-2000	Refund Check
16488	05/12/2021	HASA, INC.	1,047.88	1,047.88	100-150-0000-5211	Carboy's of Sodium Hypochlorite 12.5% 5 Gallon Multichlor NSF 60
16489	05/12/2021	Customer Refund	49.51	49.51	100-000-0000-2000	Refund Check
16490	05/12/2021	Customer Refund	6.55	6.55	100-000-0000-2000	Refund Check
16491	05/12/2021	Inland Water Works	11,827.14	3,822.97	100-000-0000-1499	1" ZENNER MULTI JET METER DIRECT READ
				1,529.19	100-000-0000-1499	1" ZENNER DIRECT Read MULTI JET METER
				2,293.78	100-000-0000-1499	1" ZENNER DIRECT Read MULTI JET METER
				465.48	100-000-0000-1499	6" Hymax coupling
				828.65	100-000-0000-1499	1320 METER BOX COMPLETE
				529.81	100-000-0000-1499	6" X 20 CLAMP 705-746
				226.28	100-000-0000-1499	4" X 1" AC TAP SADDLE
				243.52	100-130-0000-5220	4" X 1" C-900 TAP SADDLE
				930.96	100-000-0000-1499	6" HYMAX
				220.89	100-000-0000-1499	6" X 12" GALVI TOP SECTION FOR VALVE CAN
				124.99	100-000-0000-1499	6" X 18" GALVI TOP SEFTION FOR VALVE CAN
				529.81	100-000-0000-1499	6" full circle 705-746 x 20
			80.81	100-000-0000-1499	4" bolt n nut set	
16492	05/12/2021	Customer Refund	383.11	383.11	100-000-0000-2000	Refund Check
16493	05/12/2021	Customer Refund	178.09	178.09	100-000-0000-2000	Refund Check
16494	05/12/2021	Customer Refund	69.52	69.52	100-000-0000-2000	Refund Check
16495	05/12/2021	Customer Refund	83.25	83.25	100-000-0000-2000	Refund Check
16496	05/12/2021	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check

# Twentynine Palms Water District

**Check Date Range:** 5/1/2021 thru 5/31/2021

16497	05/12/2021	Customer Refund	37.01	37.01	100-000-0000-2000	Refund Check
16498	05/12/2021	Customer Refund	156.48	156.48	100-000-0000-2000	Refund Check
16499	05/12/2021	Customer Refund	7.29	7.29	100-000-0000-2000	Refund Check
16500	05/12/2021	Customer Refund	14.42	14.42	100-000-0000-2000	Refund Check
16501	05/12/2021	Customer Refund	37.30	37.30	100-000-0000-2000	Refund Check
16502	05/12/2021	Customer Refund	12.87	12.87	100-000-0000-2000	Refund Check
16503	05/12/2021	Customer Refund	250.00	250.00	100-130-0000-5226	Safety boot reimbursement
16504	05/12/2021	Ortega Strategies Group	1,500.00	1,500.00	100-600-0000-5350	Consulting April 2021 Advocacy Services
16505	05/12/2021	Pro Security Systems	175.00	175.00	100-600-0000-5406	Service Call to repair system and replace panel back up battery
16506	05/12/2021	Prudential Overall Supply	715.77	141.45	100-130-0000-5253	Uniforms
				188.75	100-130-0000-5253	Uniforms
				96.53	100-130-0000-5253	Uniforms
				253.20	100-130-0000-5253	Uniforms
				35.84	100-130-0000-5253	Uniforms
16507	05/12/2021	Radar Environmental	589.00	589.00	100-150-0000-5406	Hazardous Waste Disposal; 55-Gallon Drum: Oily Absorbents. Treat
16508	05/12/2021	Reed & Davidson, LLP	287.50	287.50	100-600-0000-5403	Professional Services
16509	05/12/2021	S.C.E.	16,438.24	1,112.19	100-600-0000-5201	Hatch
				2,678.98	100-110-0000-5201	Well 14
				24.99	100-110-0000-5201	Well 4
				23.23	100-110-0000-5201	Michel's
				1,478.45	100-150-0000-5201	Plant
				2,133.34	100-120-0000-5201	Booster Lupine
				262.37	100-110-0000-5201	Well 15
				1,442.20	100-120-0000-5201	Booster Sullivan
				1,447.97	100-110-0000-5201	Well 16
				580.95	100-120-0000-5201	Booster H1N, H2S
				54.90	100-110-0000-5201	Donnell
				4,069.12	100-110-0000-5201	Well 17
1,129.55	100-110-0000-5201	Well 1				
16510	05/12/2021	S.R. Building Inc.	4,000.00	4,000.00	100-850-0000-6001	Curb ramp/Flatwork
16511	05/12/2021	San Bernardino County	8.00	8.00	100-130-0000-5301	Monthly Assessor parcel map revisions May 2021
16512	05/12/2021	Satmodo LLC	149.66	149.66	100-600-0000-5203	Iridium Monthly Minute Plans



# Twentynine Palms Water District

Check Date Range: 5/1/2021 thru 5/31/2021

16513	05/12/2021	Customer Refund	197.26	197.26	100-000-0000-2000	Refund Check
16514	05/12/2021	Customer Refund	39.91	39.91	100-000-0000-2000	Refund Check
16515	05/12/2021	Customer Refund	9.29	9.29	100-000-0000-2000	Refund Check
16516	05/12/2021	Customer Refund	14.69	14.69	100-000-0000-2000	Refund Check
16517	05/12/2021	Spectrum Business	154.98	154.98	100-600-0000-5203	La Luna
16518	05/12/2021	Customer Refund	187.67	187.67	100-000-0000-2000	Refund Check
16519	05/12/2021	Bob Stephenson	125.00	125.00	100-610-0000-5350	Video Recording Board Meeting April 2021
16520	05/12/2021	Customer Refund	2.14	2.14	100-000-0000-2000	Refund Check
16521	05/12/2021	Tom Dodson & Associates	4,874.00	659.60	100-825-0000-6001	Environmental Specialist
				4,214.40	100-825-0000-6001	Environmental Nov 2020
16522	05/12/2021	Underground Service Alert	283.26	244.30	100-130-0000-5406	142 new ticket charges
				38.96	100-130-0000-5406	Calif State Fee for Regulatory Costs
16523	05/12/2021	United Cerebral Palsy Assoc.	281.65	281.65	100-160-0000-5406	Mail Production
16524	05/12/2021	Usa Blue Book	815.73	643.94	100-130-0000-5220	Hach DPD 1 Free 1000/pk, Breakers 600mL. Injection Check.
				171.79	100-130-0000-5226	Hard hat neck shades
16525	05/12/2021	Customer Refund	31.03	31.03	100-000-0000-2000	Refund Check
16526	05/12/2021	Customer Refund	16.83	16.83	100-000-0000-2000	Refund Check
16527	05/12/2021	Wienhoff Drug Testing Inc.	80.00	80.00	100-130-0000-5406	Post-accident test
16528	05/12/2021	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
16529	05/12/2021	Customer Refund	15.18	15.18	100-000-0000-2000	Refund Check
16530	05/12/2021	Customer Refund	38.77	38.77	100-000-0000-2000	Refund Check
16531	05/12/2021	ACWA/JPIA	35,330.27	1,948.91	100-310-0000-5141	Health Benefits June 2021
				616.31	100-310-0000-5142	Health Benefits June 2021
				32,765.05	100-310-0000-5140	Health Benefits June 2021
16532	05/12/2021	ACWA/JPIA	35,330.27	616.31	100-310-0000-5142	Health Benefits May 2021
				32,765.05	100-310-0000-5140	Health Benefits May 2021
				1,948.91	100-310-0000-5141	Health Benefits May 2021
16533	05/17/2021	GoldStreet Designs	2,266.85	2,266.85	100-600-0000-5406	Water Quality Report 2020 CCR, Bill Insert
16534	05/17/2021	Pacific Western Bank	12,496.55	70.58	100-600-0000-5406	Charges
				46.75	100-130-0000-5220	Charges
				312.76	100-130-0000-5220	Charges
				92.38	100-130-0000-5220	Charges

# Twentynine Palms Water District

Check Date Range: 5/1/2021 thru 5/31/2021

				108.00	100-600-0000-5406	Charges
				587.24	100-120-0000-5220	Charges
				242.44	100-130-0000-5228	Charges
				366.32	100-600-0000-5301	Charges
				404.62	100-600-0000-5301	Charges
				92.61	100-130-0000-5220	Charges
				4,877.00	100-850-0000-6001	Charges
				130.59	100-150-0000-5203	Charges
				87.46	100-130-0000-5406	Charges
				650.50	100-130-0000-5222	Charges
				34.90	100-130-0000-5220	Charges
				45.54	100-130-0000-5222	Charges
				204.80	100-600-0000-5330	Charges
				625.00	100-600-0000-5330	Charges
				29.99	100-600-0000-5406	Charges
				601.25	100-150-0000-5220	Charges
				84.86	100-130-0000-5222	Charges
				2,706.56	100-150-0000-5220	Charges
				94.40	100-150-0000-5220	Charges
16535	05/26/2021	Customer Refund	43.76	43.76	100-000-0000-2000	Refund Check
16536	05/26/2021	Customer Refund	51.09	51.09	100-000-0000-2000	Refund Check
16537	05/26/2021	Alternative Hose Inc.	106.54	106.54	100-130-0000-5222	Veh. #81-Hose.
16538	05/26/2021	Ansafone Contact Centers	171.59	171.59	100-160-0000-5406	Answering Service
16539	05/26/2021	Autozone Inc.	332.73	58.51	100-130-0000-5222	Veh. #18-Wiper Blades.
				4.69	100-130-0000-5220	Shop Supplies-Grease Gun Coupler.
				5.27	100-130-0000-5220	Shop Supplies-Grease Fittings.
				107.74	100-130-0000-5220	Shop Supplies-Tool Set.
				29.05	100-130-0000-5220	Shop Supplies-Super Clean Degreaser.
				1.57	100-130-0000-5220	Shop Supplies-Funnel.
				75.90	100-130-0000-5220	Shop Supplies-Grease.
				50.00	100-130-0000-5220	Shop Supplies-Buckets.
16540	05/26/2021	Customer Refund	41.19	41.19	100-000-0000-2000	Refund Check



# Twentynine Palms Water District

**Check Date Range:** 5/1/2021 thru 5/31/2021

16541	05/26/2021	Customer Refund	30.79	30.79	100-000-0000-2000	Refund Check
16542	05/26/2021	Beyond Software Solutions	520.00	520.00	100-600-0000-5406	IT Consulting
16543	05/26/2021	Builders Supply - 29 Palms	13.99	13.99	100-130-0000-5220	Shop Supplies-Construction Adhesive.
16544	05/26/2021	Centurylink Business Services	18.85	18.85	100-600-0000-5203	Hatch
16545	05/26/2021	Customer Refund	36.94	36.94	100-000-0000-2000	Refund Check
16546	05/26/2021	Customer Refund	47.68	47.68	100-000-0000-2000	Refund Check
16547	05/26/2021	Clinical Lab of San Bern.	2,520.00	2,520.00	100-140-0000-5405	Water Samples
16548	05/26/2021	County Of San Bernardino	432.77	432.77	100-150-0000-5406	Treatment Plant Waste
16549	05/26/2021	Desert Fire Extinguisher Co. Inc.	497.83	497.83	100-130-0000-5406	Outside Services-Annual Fire Ext. Inspection/Service.
16550	05/26/2021	Desert Hardware	17.58	17.58	100-130-0000-5220	Shop Supplies-Buckets w/Lids.
16551	05/26/2021	Customer Refund	54.22	54.22	100-000-0000-2000	Refund Check
16552	05/26/2021	Customer Refund	36.87	36.87	100-000-0000-2000	Refund Check
16553	05/26/2021	Customer Refund	163.69	163.69	100-000-0000-2000	Refund Check
16554	05/26/2021	Ellison Systems Inc. Shoplet.Com	166.49	166.49	100-600-0000-5301	Office Supplies
16555	05/26/2021	Customer Refund	35.56	35.56	100-000-0000-2000	Refund Check
16556	05/26/2021	Frontier Communications	1,409.91	1,409.91	100-130-0000-5407	Claim Number CAFR20252304
16557	05/26/2021	Frontier Communications	154.92	154.92	100-600-0000-5203	Hatch
16558	05/26/2021	Customer Refund	156.08	156.08	100-000-0000-2000	Refund Check
16559	05/26/2021	Customer Refund	174.89	174.89	100-000-0000-2000	Refund Check
16560	05/26/2021	Customer Refund	47.06	47.06	100-000-0000-2000	Refund Check
16561	05/26/2021	Customer Refund	40.45	40.45	100-000-0000-2000	Refund Check
16562	05/26/2021	Hemet Valley Tool & Supply	288.22	258.13	100-130-0000-5407	Repair of Chop Saw.
				30.09	100-130-0000-5222	Spool for the Pull Starter on a Chop Saw.
16563	05/26/2021	Customer Refund	200.00	200.00	100-000-0000-2000	Refund Check
16564	05/26/2021	Inland Water Works	9,180.30	2,262.75	100-000-0000-1499	Zenner etr with inline cable
				4,202.25	100-000-0000-1499	ITRON 100W CONN AND ANT
				2,715.30	100-130-0000-5220	3"performance ca hydrant meter with gate vlv
16565	05/26/2021	Customer Refund	604.66	604.66	100-000-0000-2000	AR Refund
16566	05/26/2021	Kennedy/Jenks Consultants	11,951.25	550.00	100-850-0000-6001	Professional Services through Apr 21
				8,537.50	100-800-0000-6001	Professional Services through Apr 21
				998.75	100-600-0000-5412	Professional Services through Apr 21
				1,865.00	100-150-0000-5406	Professional Services through Apr 21

# Twentynine Palms Water District

**Check Date Range:** 5/1/2021 thru 5/31/2021

16567	05/26/2021	Konica Minolta Premier	334.26	334.26	100-600-0000-5223	05/01/2021 - 05/31/2021
16568	05/26/2021	Customer Refund	26.13	26.13	100-000-0000-2000	Refund Check
16569	05/26/2021	Customer Refund	171.67	171.67	100-000-0000-2000	Refund Check
16570	05/26/2021	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
16571	05/26/2021	Mcmaster-Carr Supply Co.	41.70	41.70	100-130-0000-5220	Shop Supplies-Battery Charger Cable Clamps
16572	05/26/2021	NorthStar Chemical	6,417.54	6,417.54	100-150-0000-5211	Load of Acid 93% NSF 60 3200 Gallons
16573	05/26/2021	Customer Refund	40.81	40.81	100-000-0000-2000	Refund Check
16574	05/26/2021	Palm Springs Motors Inc.	133.99	133.99	100-130-0000-5222	Veh. #39-Hood Latch, Prop rods and Stricker
16575	05/26/2021	Prudential Overall Supply	555.00	99.88	100-130-0000-5253	Uniforms
				146.42	100-130-0000-5253	Uniforms
				212.17	100-130-0000-5253	Uniforms
				96.53	100-130-0000-5253	Uniforms
16576	05/26/2021	Customer Refund	192.98	192.98	100-000-0000-2000	Re-issue Refund Check
16577	05/26/2021	Powerplan OIB Rdo Trust #80-5800	26.81	26.81	100-130-0000-5222	Veh. #33-Grease Fittings.
16578	05/26/2021	Customer Refund	27.96	27.96	100-000-0000-2000	Refund Check
16579	05/26/2021	Customer Refund	163.92	163.92	100-000-0000-2000	Refund Check
16580	05/26/2021	S.C.E.	6,793.51	1,415.70	100-120-0000-5201	Booster Sullivan
				261.50	100-110-0000-5201	Well 15
				813.42	100-110-0000-5201	Well 11
				80.39	100-120-0000-5201	D.H. Resv & Hydro
				930.32	100-120-0000-5201	Booster 11A, 11B
				2,212.05	100-120-0000-5201	Booster Lupine
				1,080.13	100-120-0000-5201	Booster Two Mile
16581	05/26/2021	San Bernardino County Fire Protection District	1,411.31	1,411.31	100-000-0000-1800	Fire related property taxes 01/01/21 to 03/31/21
16582	05/26/2021	Susan L. Simmons	1,425.00	1,425.00	100-600-0000-5406	Janitorial Services May 2021
16583	05/26/2021	Customer Refund	17.67	17.67	100-000-0000-2000	Refund Check
16584	05/26/2021	SNUG	100.00	100.00	100-600-0000-5303	Membership Renewal
16585	05/26/2021	Customer Refund	21.25	21.25	100-000-0000-2000	Refund Check
16586	05/26/2021	Tops'N Barricades Inc.	29.36	29.36	100-130-0000-5226	Paint Safety Red
16587	05/26/2021	TPX Communications	902.52	902.52	100-600-0000-5203	Hatch
16588	05/26/2021	Verizon Wireless	1,045.55	1,045.55	100-600-0000-5203	Wireless
16589	05/26/2021	Customer Refund	6.93	6.93	100-000-0000-2000	Refund Check

# Twentynine Palms Water District

Check Date Range: 5/1/2021 thru 5/31/2021

			<b>Total</b>	<b>\$284,431.93</b>		
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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: June 14, 2021**  
**SUBJECT: Management Report**

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

1. Responded to 145 Underground Service Alerts
2. Responded to and repaired
  - a. 0 water main leaks
  - b. 0 water meter leaks
  - c. 0 service line leaks
  - d. 1 fire hydrant repairs/maintenance
3. Installed 37 new services
4. Replaced 2 customer gate valves
5. Performed 2 leak audits
6. Painted 62 fire hydrants
7. Performed 2 customer pressure checks
8. Replaced 1 water meter
9. Tested and exercised emergency generators
10. Sounded wells for May
11. 0 water waste inquiries was reported
12. Installed 0 AMI/AMR meters

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

1. 149 work orders were generated from reading meters
2. 53 work orders were generated from billing variance list
3. 197 work orders were generated for turn on or turn off
4. 213 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. 1 payment schedule has been granted
9. 0 payment schedules failed, total outstanding \$0
10. 5 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	112	11
Year to Date	*2,209	456

\*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	133	4	62	0	390	102	0	37				1
April	140	2	0	0	319	96	0	51	7,970	7,689	3.65%	2
May	145	2	62	0	399	112	0	37				0
June									N/A	N/A		
<b>Totals</b>	<b>1086</b>	<b>40</b>	<b>540</b>	<b>0</b>	<b>4346</b>	<b>1206</b>	<b>81</b>	<b>217</b>				<b>9</b>

**Total Connections in District= 8,362**

**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: June 10, 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 0.04 mg/L to a high of 0.71 mg/L. Chlorination point (the point where chlorine is introduced into the distribution system) averages ranged from 0.09 mg/L to .88 mg/L.

B. Bacteria Samples: A total of 38 routine bacteria samples were collected at test points for the storage and distribution system during this past month. In addition 8 special bacteria samples were collected. All routine and special samples indicated ABSENT for Colilert.

C. Fluoride Samples: A total of 15 fluoride samples were collected at established test points for the storage and distribution system, and 13 fluoride samples were taken from potable water production wells. Fluoride levels in the distribution system ranged from a low of 1.0 mg/L to a high of 1.9 mg/L. Fluoride measurements collected at the wells ranged from a low of 0.34 to a high of 1.8 mg/L.

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

D. General Physical: A total of 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 <0.1-0.17 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	155.309	28.569	6.551	7.270	197.699	163.788	20.70%	-9.40%		
April	137.382	65.273	18.292	10.321	231.268	179.123	29.11%	-17.66%		
May	119.517	95.770	28.480	10.518	254.285	246.207	3.28%	-7.54%		
June					0.000					
<b>Totals</b>	<b>1258.235</b>	<b>883.231</b>	<b>267.115</b>	<b>131.966</b>	<b>2540.547</b>	<b>2187.307</b>	<b>16.15%</b>			

Production Totals Expressed in Acre Feet

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

**15.62**

acre feet =

**1.23%**

# 9.3

**TWENTYNINE PALMS WATER DEPARTMENT**

**FINANCIAL REPORT**

**For The Month Of**

**Apr. 2021**

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

**TWENTYNINE PALMS WATER DEPARTMENT  
STATEMENT OF INVESTMENTS AND RESERVES  
For the Period Ending April 30, 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	\$ 3,498,370	\$ 3,905	\$ (132,515)	\$ 3,369,760	\$ 3,374,039
Election Fund Reserve - LAIF	21,177	-	-	21,177	21,203
Capital Reserve - LAIF	903,154	987	-	904,141	905,289
Capital Funds for Primary Infrastructure - LAIF	244,451	94,514	-	338,965	339,395
Capital Funds for Secondary Infrastructure - LAIF	130,323	38,351	-	168,674	168,888
<b>Total Investments</b>	<b>\$ 4,797,475</b>	<b>\$ 137,756</b>	<b>\$ (132,515)</b>	<b>\$ 4,802,716</b>	<b>\$ 4,808,815</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 April 30, 2021  
(Unaudited)**

	Apr. 2021	Mar. 2021	YTD	Budget	YTD 83%	Prior YTD
1 Operating Revenues	\$ 489,933	\$ 397,569	\$ 4,421,097	\$ 4,294,100	103%	\$ 3,651,288
2 Non-Operating Revenues	346,963	116,116	1,111,693	728,000	153%	695,850
<b>Total Revenue Available to Fund Operations &amp; Capital/R&amp;R</b>	<b>836,896</b>	<b>513,684</b>	<b>5,532,790</b>	<b>5,022,100</b>	<b>110%</b>	<b>4,347,139</b>
4 Operating Expenses	321,503	343,895	3,559,886	4,399,600	81%	3,439,551
5 Non-Operating Expenses	22,459	22,459	224,591	269,500	83%	291,198
6 Total Debt Service	-	122,590	243,732	243,500	100%	248,485
7 Total Expenses	343,963	488,944	4,028,209	4,912,600	82%	3,979,234
<b>Net Revenues Available to Fund Capital Related Expenditures</b>	<b>492,933</b>	<b>24,740</b>	<b>1,504,582</b>	<b>109,500</b>		<b>367,905</b>
9 District Projects	(30,373)	(22,379)	(164,301)	(415,000)	40%	(46,600)
10 CIP Projects	(114,628)	(63,320)	(433,762)	(2,300,000)	19%	(1,151,651)
11 Repairs & Replacement	(19,979)	-	(46,610)	(385,000)	12%	(61,038)
12 Capital Outlay	(4,875)	-	(23,220)	(195,000)	12%	(174,403)
13 Election Expense	-	-	-	-	0%	(78,622)
<b>Sub-Total</b>	<b>(169,854)</b>	<b>(85,698)</b>	<b>(667,893)</b>	<b>(3,295,000)</b>	<b>20%</b>	<b>(1,512,314)</b>
14 Transfers in from SRF for Election	11,670	6,776	88,022	137,400	64%	85,922
15 Transfers Out - PARS Trust Obligation	-	-	-	(40,000)	0%	-
<b>16 Increase (Decrease) in Fund Balance</b>	<b>\$ 334,749</b>	<b>\$ (54,182)</b>	<b>\$ 924,711</b>	<b>\$ (3,088,100)</b>		<b>\$ (1,058,487)</b>

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**Twentynine Palms Water Department**  
**Detail Statement of Revenues and Expenses**  
**For the Period Ending April 30, 2021**  
**(Unaudited)**

	Apr. 2021	Mar. 2021	YTD	Budget	YTD 83%	Prior YTD
<b>1 Operating Revenues</b>						
2 Water Sales	\$ 273,285	\$ 228,845	\$ 2,987,801	\$ 3,213,200		\$ 2,448,583
3 RTS	117,656	121,339	1,178,263	1,427,200		1,101,485
4 Other Operating Revenue	98,992	47,384	255,034	85,000		101,221
5 Anticipated Uncollectable - Covid	-	-	-	(431,300)		-
<b>6 Total Operating Revenues</b>	<b>489,933</b>	<b>397,569</b>	<b>4,421,097</b>	<b>4,294,100</b>	<b>103%</b>	<b>3,651,288</b>
<b>7 Non-Operating Revenues</b>						
8 Capital Impact Fees	132,515	55,529	323,872	-		21,693
9 Water Availability Assessment	48,242	48,242	482,417	578,900		492,583
10 Interest Revenue	6,445	(331)	26,807	110,000		121,382
11 Other Penalties	5,874	541	22,273	24,100		18,603
12 Reimbursed Expenses	282	404	30,995	5,000		30,238
13 Other Non-Operating Revenue	153,605	11,731	225,330	10,000		11,351
<b>14 Total Non-Operating Revenues</b>	<b>346,963</b>	<b>116,116</b>	<b>1,111,693</b>	<b>728,000</b>	<b>153%</b>	<b>695,850</b>
<b>15 Total Revenues</b>	<b>836,896</b>	<b>513,684</b>	<b>5,532,790</b>	<b>5,022,100</b>	<b>110%</b>	<b>4,347,139</b>
<b>16 Operating Expenditures</b>						
<b>17 Source of Supply</b>						
18 Labor & Benefits	654	533	10,535	8,600		6,878
19 Direct Expenses	10,438	11,913	280,176	326,500		248,387
<b>20 Total Source of Supply</b>	<b>11,092</b>	<b>12,446</b>	<b>290,711</b>	<b>335,100</b>	<b>87%</b>	<b>255,265</b>
<b>21 Pumping</b>						
22 Labor & Benefits	3,720	160	6,042	2,400		1,744
23 Direct Expenses	9,769	6,014	99,000	134,000		103,693
<b>24 Total Pumping</b>	<b>13,489</b>	<b>6,174</b>	<b>105,041</b>	<b>136,400</b>	<b>77%</b>	<b>105,437</b>
<b>25 Transmission &amp; Distribution</b>						
26 Labor & Benefits	87,687	76,599	920,477	1,196,400		851,869
27 Direct Expenses	53,502	71,370	359,274	345,600		286,382
<b>28 Total Transmission &amp; Distribution</b>	<b>141,189</b>	<b>147,969</b>	<b>1,279,751</b>	<b>1,542,000</b>	<b>83%</b>	<b>1,138,251</b>
<b>29 Treatment Wells</b>						
30 Labor & Benefits	3,773	4,419	50,193	63,800		51,042
31 Direct Expenses	3,873	-	32,375	26,200		24,332
<b>32 Total Treatment Wells</b>	<b>7,646</b>	<b>4,419</b>	<b>82,568</b>	<b>90,000</b>	<b>92%</b>	<b>75,374</b>
<b>33 Treatment Facility</b>						
34 Labor & Benefits	22,198	21,491	181,146	243,300		192,988
35 Direct Expenses	23,329	25,916	344,361	479,400		448,164
<b>36 Total Treatment Facility</b>	<b>45,527</b>	<b>47,408</b>	<b>525,507</b>	<b>722,700</b>	<b>73%</b>	<b>641,152</b>
<b>37 Customer Accounts</b>						
38 Labor & Benefits	18,101	18,582	174,333	198,800		196,265
39 AMI Temporary Labor	-	-	1,447	-		39,592
40 Direct Expenses	459	14,047	39,597	55,500		32,306
<b>41 Total Customer Accounts</b>	<b>18,560</b>	<b>32,629</b>	<b>215,376</b>	<b>254,300</b>	<b>85%</b>	<b>268,163</b>

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**Twentynine Palms Water Department**  
**Detail Statement of Revenues and Expenses**  
**For the Period Ending April 30, 2021**  
**(Unaudited)**

	Apr. 2021	Mar. 2021	YTD	Budget	YTD 83%	Prior YTD
<b>42 General Administration</b>						
43 Outside Services	23,997	36,116	315,907	416,400		244,781
44 Direct Expenses	17,639	17,712	286,991	299,700		273,205
<b>45 Total General Admin.</b>	<b>41,636</b>	<b>53,827</b>	<b>602,898</b>	<b>716,100</b>	<b>84%</b>	<b>517,986</b>
<b>46 Employee Salaries</b>						
47 Direct Labor	117,681	104,721	1,154,420	1,509,800	76%	1,180,718
48 Less Transfer to Operations	(93,037)	(80,457)	(905,825)	(1,175,900)	77%	(929,405)
<b>49 Total General &amp; Admin. Salaries</b>	<b>24,643</b>	<b>24,264</b>	<b>248,595</b>	<b>333,900</b>	<b>74%</b>	<b>251,313</b>
<b>50 District Benefits / G&amp;A Benefits</b>						
51 District Benefits - (H/D/V)	31,906	31,787	311,186	385,100		295,954
52 District Benefits - Taxes	9,184	9,275	101,640	121,600		99,904
53 District Benefits - Workers Comp	3,346	2,747	35,104	61,700		48,202
54 District Benefits - CalPERS	14,095	14,174	153,692	189,000		132,448
55 Subtotal District Benefits	58,530	57,983	601,621	757,400		576,508
56 Less: Transfer to Operations	(58,530)	(57,983)	(601,621)	(757,400)		(576,508)
<b>57 Total G&amp;A Benefits Allocated</b>	<b>12,257</b>	<b>11,691</b>	<b>128,792</b>	<b>167,500</b>	<b>77%</b>	<b>122,639</b>
<b>58 Payouts &amp; Retiree Medical</b>						
59 Vacation / Sick Payouts	5,040	2,442	75,678	66,500		54,443
60 Retiree Medical	-	-	-	2,600		3,271
<b>61 Total Payouts &amp; Retiree Medical</b>	<b>5,040</b>	<b>2,442</b>	<b>75,678</b>	<b>69,100</b>	<b>110%</b>	<b>57,714</b>
<b>62 Board of Directors</b>						
63 Directors' Fees	425	625	4,400	17,000		5,925
64 Direct Expenses	-	-	568	15,500		332
<b>65 Total Board of Directors</b>	<b>425</b>	<b>625</b>	<b>4,968</b>	<b>32,500</b>	<b>15%</b>	<b>6,257</b>
<b>66 Total Operating Expenditures</b>	<b>321,503</b>	<b>343,895</b>	<b>3,559,886</b>	<b>4,399,600</b>	<b>81%</b>	<b>3,439,551</b>
<b>67 Non-Operating Expenditures</b>						
<b>68 Debt Service</b>						
69 Principal	-	96,381	189,889	189,700		187,908
70 Interest / Issuance Costs	-	26,208	53,843	53,800		60,577
<b>71 Total Debt Service</b>	<b>-</b>	<b>122,590</b>	<b>243,732</b>	<b>243,500</b>	<b>100%</b>	<b>248,485</b>
<b>72 PERS Unfunded</b>						
73 Unfunded PERS Annual Payment	14,126	14,126	141,258	169,500		124,531
74 Unfunded Pension & OPEB Trust Payments	8,333	8,333	83,333	100,000		166,667
<b>75 Total PERS Unfunded</b>	<b>22,459</b>	<b>22,459</b>	<b>224,591</b>	<b>269,500</b>	<b>83%</b>	<b>291,198</b>
<b>76 Total Non-Operating Expenditures</b>	<b>22,459</b>	<b>145,049</b>	<b>468,323</b>	<b>513,000</b>	<b>91%</b>	<b>539,683</b>
<b>77 Total Expenditures</b>	<b>343,963</b>	<b>488,944</b>	<b>4,028,209</b>	<b>4,912,600</b>	<b>82%</b>	<b>3,979,234</b>
<b>Net Revenues Available to Fund Capital</b>						
<b>78 Related Expenditures</b>	<b>\$ 492,933</b>	<b>\$ 24,740</b>	<b>\$ 1,504,582</b>	<b>\$ 109,500</b>		<b>\$ 367,905</b>

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**Twentynine Palms Water Department  
Special Revenue Fund  
For the Period Ending April 30, 2021  
(Unaudited)**

	<u>Apr. 2021</u>	<u>Mar. 2021</u>	<u>YTD</u>	<u>Budget</u>	<u>YTD 83%</u>	<u>Prior YTD</u>
1 Tower Revenues	\$ 15,003	\$ 10,109	\$ 121,355	\$ 131,100	93%	\$ 119,256
2 Less Transfers Out To Water	\$ (11,670)	(6,776)	\$ (88,022)	(91,100)	97%	\$ (85,922)
3 Transfer to PARS Trust	(3,333)	(3,333)	\$ (33,333)	(40,000)	83%	(33,333)
<b>Ending Balance</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>

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**Twentynine Palms Water Department**  
**Carryover CIP/Current CIP and R&M/Capital Outlay**  
**For the Period Ending April 30, 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	\$ 69,100	\$ 30,900
2 Treatment Feasibility & Exploration Costs	35,000	-	35,000
3 Vulnerability Assesment AWIA	45,000	36,750	8,250
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	46,445	3,556
7 USGS Study\Feasibility Study	25,000	-	25,000
8 Master Plan Updates	85,000	-	85,000
9 <b>Total Carryover Capital Approved in Previous Years</b>	<b>415,000</b>	<b>164,301</b>	<b>250,699</b>
<b>Capital Improvement Plan</b>			
10 Chromium VI and Flouride for Well 11B	1,000,000	37,086	962,914
11 Fluoride Variance (Expiring) - TP-2, W12, W16	1,000,000	234,942	765,058
12 AMI / AMR Meters	300,000	161,734	138,266
14 <b>Total Capital Improvement Plan</b>	<b>2,300,000</b>	<b>433,762</b>	<b>1,866,238</b>
<b>Repairs, Rehabilitation, &amp; Maintenance</b>			
15 Plant 6 Electrical and Well Upgrade	25,000	-	25,000
16 Emergency Repairs, Unspecified	75,000	28,878	46,122
17 Repiping/Distribution System Upgrades	75,000	-	75,000
18 Reservoir Recoating / Cathodic Protection	20,000	-	20,000
19 Large Meter Replacement Program	30,000	-	30,000
20 Fluoride Plant Instrumentation\Coating	10,000	2,305	7,695
21 Treated Water Reservoir Coating	50,000	-	50,000
22 Campbell Reservoir Road Paving	100,000	15,427	84,573
24 <b>Total Repairs &amp; Maintenance</b>	<b>385,000</b>	<b>46,610</b>	<b>338,390</b>
<b>Capital Outlay</b>			
25 Vehicle/Equipment Replacements	40,000	8,750	31,250
26 Computer/Technology Replacements	30,000	9,594	20,406
27 GIS	20,000	-	20,000
28 Administrative Building\Office Remodel	35,000	-	35,000
29 Energy Efficiency Projects	35,000	4,875	30,125
30 One-Time Existing Conditions Sampling Event	20,000	-	20,000
31 Parking Lot Seal\Paving	15,000	-	15,000
32 <b>Total Capital Outlay</b>	<b>195,000</b>	<b>23,220</b>	<b>171,780</b>
33 <b>TOTAL</b>	<b>\$ 3,295,000</b>	<b>\$ 667,893</b>	<b>\$ 2,627,107</b>

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**9.4**

**NO  
MATERIAL  
PROVIDED**