

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

**September 22, 2021 / 4:00 P.M.**

**AGENDA**

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.

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

Next Resolution #21-11  
Next Ordinance #102

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. Conference with Legal Counsel – Anticipated Litigation

Significant Exposure to Litigation pursuant to Government Code, section 54956.9(d)(2) (One case)

2. 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 August 25, 2021
- Audit List

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

4. Management Reports

4.1 Maintenance

4.2 Water Quality

- 4.3 Finance
- 4.4 General Manager
- 5. Future Agenda Items and Staff Tasks/Directors' Comments and Reports
- 6. 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., September 17, 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 Fowkes 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

**CLOSED  
SESSION**

**2**

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

**August 25, 2021 / 4:00 P.M.**

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, and Carol Giannini. Directors Arthur and Leazer was absent. Also present were General Manager Ray Kolisz, Maintenance Superintendent Matt Shragge, Victoria Pinilla, and Financial Consultant Cindy Byerrum. Treatment/Production Superintendent Mike Minatrea and District Secretary Cindy Fowlkes were absent.

Pledge of Allegiance

Linda Stull led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

There were no public comments.

1. Consideration of Resolution 21-08 Supporting Orange County Water District (OCWD) First Vice President Cathy Green as a Candidate for the Office of ACWA Vice President

Director Coghill moved to approve Resolution 21-08 supporting Cathy Green as a candidate for the office of ACWA Vice President, seconded by Director Horn, and approved by the following roll call vote:

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

2. Approval of Resolution 21-09 Commending Linda Stull for Over Twenty-four Years of Public Service

Employee, Linda Stull, was commended for her service to the Twentynine Palms Water District for over 24 years. Ms. Stull will be retiring from her position as bookkeeper on September 3<sup>rd</sup>.

Director Horn moved to approve Resolution 21-09 commending Linda Stull for her public service, seconded by Director Giannini, and approved by the following roll call vote:

Ayes: Directors Coghill, Horn, and Giannini  
Noes: None

Abstain: None  
Absent: Directors Arthur and Leazer

3. Consideration of Resolution 21-10 Exception of the 180-Day Waiting Period in Accordance with California Government Code Sections 7522.56 and 21224  
Staff recommends adopting Resolution 21-10, allowing for retiree, Linda Stull, to continue training the new bookkeeper on an as-needed basis.

Horn moved to approve Resolution 21-10 exception of the 180-day waiting period in accordance with California Government Code Sections 7522.56 and 21224, seconded by Director Giannini, and approved by the following roll call vote:

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

4. Consideration of Ordinance 101 Amending the Rules and Regulations for the Application of Retail Water Service and Administrative Penalties for Violation of the Rules and Regulations  
Staff recommends adopting Ordinance 101, in order to curtail the rise of illegal commercial cannabis operations using District water.

Director Horn moved to adopt Ordinance 101, amending the Rules and Regulations for the application of retail water service and administrative penalties for violation of the Rules and Regulations, seconded by Director Coghill, and approved by the following roll call vote:

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

5. Consent Calendar

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

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

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

6. Management Reports

- 6.1 Maintenance

Matt Shragge reported that the District responded to 83 Underground Service Alerts, had 0 water main leaks, 0 water meter leaks, 1 service line

leak, 1 fire hydrant repairs/maintenance, installed 7 new services, replaced 4 customer gate valves, performed 2 leak audits, painted 19 fire hydrants, performed 1 customer pressure check, replaced 5 meters, Tested and exercised emergency generators and sounded wells for July. 1 water waste inquiry was received. There were no shut offs due to COVID-19. 0 AMI/AMR meters were installed. Matt presented the board with a quote for Knox locks for the fire hydrants. Director Giannini requests further research.

6.2 Water Quality

Mike Minatrea was absent. Ray reported Water production was down 2.34% as compared to the same month in 2013. 39 routine and 9 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.

6.3 Finance

Ms. Byerrum reported on the June financials: The year ended with \$6.6 million in revenues of which \$236,000 was in new meter sales; expenses were at 99%; there was an increase in funds of \$915,000, some of which will be allocated to next year's CIP.

6.4 General Manager

Mr. Kolisz reported an increase in COVID cases amongst the staff.

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

Director Giannini requests further research on the Knox locks.

8. Adjournment

On motion by Director Horn seconded by Director Coghill, and approved by the Board, the meeting was adjourned at: 4:42 p.m.

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

Attest:

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



# Twentynine Palms Water District

Check Date Range: 8/1/2021 thru 8/31/2021

Ck No	Ck Date	Payable To	Ck Amt	Ck Detail	GL Acct No	Description
16913	08/13/2021	Jeff Arwick	2,200.00	325.00	100-130-0000-5406	Quarterly Checks
				1,875.00	100-130-0000-5406	3 New 400A Power Cords For Generators
16914	08/13/2021	Richard Capelli 29 Palms Fencing	225.00	225.00	100-130-0000-5406	Repair Damaged Fence Post. Lear
16915	08/13/2021	ACWA/JPIA	32,617.46	30,234.79	100-310-0000-5140	Health Benefits Sept 2021
				1,796.12	100-310-0000-5141	Health Benefits Sept 2021
				586.55	100-310-0000-5142	Health Benefits Sept 2021
16916	08/13/2021	Customer Refund	176.92	176.92	100-000-0000-2000	Refund Check
16917	08/13/2021	Customer Refund	184.02	184.02	100-000-0000-2000	Refund Check
16918	08/13/2021	Customer Refund	1.98	1.98	100-000-0000-2000	Refund Check
16919	08/13/2021	Customer Refund	142.13	142.13	100-000-0000-2000	Refund Check
16920	08/13/2021	Beyond Software Solutions	2,170.00	2,170.00	100-600-0000-5406	IT Consulting
16921	08/13/2021	Customer Refund	56.36	56.36	100-000-0000-2000	Refund Check
16922	08/13/2021	Builders Supply - 29 Palms	74.17	61.35	100-130-0000-5220	Portland Cement 90lb Bag
				12.82	100-130-0000-5220	Nuts, Bolts, Washers, Screws
16923	08/13/2021	Burrtec Waste & Recycling Svcs	239.96	72.29	100-150-0000-5406	Amboy
				167.67	100-600-0000-5406	Hatch
16924	08/13/2021	Byrd Industrial Electron	894.08	894.08	100-130-0000-5406	Install New Transducer at Worthing Res, Replaced Shielded Cable.
16925	08/13/2021	Customer Refund	20.10	20.10	100-000-0000-2000	Refund Check
16926	08/13/2021	Customer Refund	11.24	11.24	100-000-0000-2000	Refund Check
16927	08/13/2021	Customer Refund	8.84	8.84	100-000-0000-2000	Refund Check
16928	08/13/2021	Clinical Lab of San Bern.	1,261.00	1,261.00	100-140-0000-5405	Water Samples
16929	08/13/2021	Customer Refund	144.79	144.79	100-000-0000-2000	Refund Check
16930	08/13/2021	Customer Refund	35.00	35.00	100-000-0000-2000	Refund Check
16931	08/13/2021	Core & Main LP	2,434.08	549.86	100-000-0000-1499	8" HYMAX COUPLING
				1,884.22	100-000-0000-1499	6" X 1" AC TAP SADDLE
16932	08/13/2021	Customer Refund	40.99	40.99	100-000-0000-2000	Refund Check
16933	08/13/2021	Customer Refund	27.19	27.19	100-000-0000-2000	Refund Check
16934	08/13/2021	CWEA-TCP	91.00	91.00	100-130-0000-5242	Collection System Maintenance Grade 1 Renewal Fees
16935	08/13/2021	Desert Hardware	10.01	10.01	100-150-0000-5220	Hex Nipple 3/4 "
16936	08/13/2021	Customer Refund	4.41	4.41	100-000-0000-2000	Refund Check



# Twentynine Palms Water District

**Check Date Range:** 8/1/2021 thru 8/31/2021

16937	08/13/2021	Elison Systems Inc. Shoplet.Com	193.79	162.43	100-600-0000-5301	Office Supplies
				31.36	100-600-0000-5301	Office Supplies
16938	08/13/2021	Engineering Resources	2,150.00	2,150.00	100-825-0000-6001	Professional Services July 2021
16939	08/13/2021	Customer Refund	140.00	140.00	100-600-0000-5330	Educational Assistance Reimbursement
16940	08/13/2021	Frontier Communications	328.26	149.67	100-600-0000-5203	Hatch
				178.59	100-150-0000-5203	Amboy
16941	08/13/2021	Customer Refund	18.90	18.90	100-000-0000-2000	Refund Check
16942	08/13/2021	Customer Refund	11.74	11.74	100-000-0000-2000	Refund Check
16943	08/13/2021	Customer Refund	41.89	41.89	100-000-0000-2000	Refund Check
16944	08/13/2021	Customer Refund	45.54	45.54	100-000-0000-2000	Refund Check
16945	08/13/2021	Customer Refund	40.99	40.99	100-000-0000-2000	Refund Check
16946	08/13/2021	Customer Refund	20.56	20.56	100-000-0000-2000	Refund Check
16947	08/13/2021	Harrington Industrial	9,820.96	9,820.96	100-825-0000-6001	Krohne Enviromag 2000 Electro Magnetic Flowmeter 10"
16948	08/13/2021	Customer Refund	119.98	119.98	100-000-0000-2000	Refund Check
16949	08/13/2021	HASA, INC.	783.07	783.07	100-150-0000-5211	32 Carboy's of Sodium Hypochlorite 12.5% Multichlor NSF 60.
16950	08/13/2021	Customer Refund	36.31	36.31	100-000-0000-2000	Refund Check
16951	08/13/2021	Customer Refund	39.99	39.99	100-000-0000-2000	Refund Check
16952	08/13/2021	Home Depot Credit Services	186.36	186.36	100-150-0000-5220	Charges
16953	08/13/2021	Customer Refund	95.99	95.99	100-000-0000-2000	Refund Check
16954	08/13/2021	Customer Refund	60.00	60.00	100-000-0000-2000	Refund Check
16955	08/13/2021	Customer Refund	14.01	14.01	100-000-0000-2000	Refund Check
16956	08/13/2021	Kennedy/Jenks Consultants	11,601.82	11,601.82	100-800-0000-6001	Professional Services through 7/2/2021
16957	08/13/2021	Customer Refund	167.13	167.13	100-000-0000-2000	Refund Check
16958	08/13/2021	Customer Refund	56.36	56.36	100-000-0000-2000	Refund Check
16959	08/13/2021	Konica Minolta Premier	318.03	318.03	100-600-0000-5223	08/01/2021 - 08/31/2021
16960	08/13/2021	Customer Refund	47.90	47.90	100-000-0000-2000	Refund Check
16961	08/13/2021	Customer Refund	54.99	54.99	100-000-0000-2000	Refund Check
16962	08/13/2021	M. Brey Electric, Inc.	76,285.00	76,285.00	100-825-0000-6001	Progress Payment - Well TP 2
16963	08/13/2021	Customer Refund	12.03	12.03	100-000-0000-2000	Refund Check
16964	08/13/2021	Customer Refund	179.53	179.53	100-000-0000-2000	Refund Check
16965	08/13/2021	Mcmaster-Carr Supply Co.	400.15	302.83	100-150-0000-5220	Pleated Panel Air Filters
				97.32	100-150-0000-5220	CPVC Pipe Fitting, Chemical-Resistant Gasket.

# Twentynine Palms Water District

**Check Date Range:** 8/1/2021 thru 8/31/2021

16966	08/13/2021	Merit Oil Company	10,428.63	7,534.23	100-000-0000-1401	87 unleaded
				2,867.40	100-000-0000-1401	clear diesel #2
				27.00	100-000-0000-1401	fuel surcharge
16967	08/13/2021	Minolta Business Systems	258.37	258.37	100-600-0000-5223	06/23/2021 - 07/22/2021
16968	08/13/2021	Mojave Des Air Qlty Mgmt Dist	356.12	356.12	100-130-0000-5303	Diesel IC Emergency Generator Renewal Permit EO12027
16969	08/13/2021	Mojave Des Air Qlty Mgmt Dist	1,175.13	1,175.13	100-130-0000-5303	Permit Renewals Portable Generators, Emergency Generator
16970	08/13/2021	Customer Refund	53.45	53.45	100-000-0000-2000	Refund Check
16971	08/13/2021	Customer Refund	48.87	48.87	100-000-0000-2000	Refund Check
16972	08/13/2021	NorthStar Chemical	7,431.84	7,431.84	100-150-0000-5211	Load of Caustic 50% Na OH 3750 Gallons NSF 60
16973	08/13/2021	Ortega Strategies Group	5,000.00	5,000.00	100-600-0000-5350	June 2021 Consulting/Advocacy Services
16974	08/13/2021	Customer Refund	200.00	200.00	100-000-0000-2000	Refund Check
16975	08/13/2021	Customer Refund	6.84	6.84	100-000-0000-2000	Refund Check
16976	08/13/2021	Customer Refund	84.91	84.91	100-000-0000-2000	Refund Check
16977	08/13/2021	Proforma	34.76	34.76	100-600-0000-5301	Business Cards
16978	08/13/2021	Prudential Overall Supply	1,354.22	242.00	100-130-0000-5253	Uniforms
				99.88	100-130-0000-5253	Uniforms
				177.95	100-130-0000-5253	Uniforms
				271.20	100-130-0000-5253	Uniforms
				203.70	100-130-0000-5253	Uniforms
				99.88	100-130-0000-5253	Uniforms
				99.88	100-130-0000-5253	Uniforms
				159.73	100-130-0000-5253	Uniforms
16979	08/13/2021	PSI Water Technologies, Inc.	4,711.11	1,823.00	100-150-0000-5406	LABOR- FIELD SERVICE (PSI TECH)
				1,562.38	100-150-0000-5406	Parts
				1,090.98	100-150-0000-5220	Valve, Solenoid, 3-Way, Rotameter, Union End Adapter Kit. Valve
				234.75	100-150-0000-5220	Item Number 50-00425 Sensor Gems Flow W/ Orifice Inserted
16980	08/13/2021	Reed & Davidson, LLP	187.50	187.50	100-600-0000-5403	Professional Services
16981	08/13/2021	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
16982	08/13/2021	Customer Refund	183.64	183.64	100-000-0000-2000	Refund Check
16983	08/13/2021	S.C.E.	68,365.67	2,737.29	100-110-0000-5201	Well 16
				152.72	100-110-0000-5201	Donnell
				4,427.92	100-110-0000-5201	Well 14



# Twentynine Palms Water District

**Check Date Range:** 8/1/2021 thru 8/31/2021

				2,576.73	100-600-0000-5201	Hatch
				1,605.44	100-110-0000-5201	Well 11
				1,591.03	100-110-0000-5201	Well 1
				43.96	100-110-0000-5201	Well 4
				4,975.24	100-110-0000-5201	Well 17
				16,436.18	100-110-0000-5201	Well TP-1
				22,001.98	100-120-0000-5201	Booster TP-1
				1,976.91	100-150-0000-5201	Plant
				17.49	100-110-0000-5201	Michel's
				4,939.22	100-120-0000-5201	Booster TP-1
				1,191.63	100-120-0000-5201	Booster Sullivan
				2,366.29	100-120-0000-5201	Booster Lupine
				276.57	100-110-0000-5201	Well 15
				1,049.07	100-120-0000-5201	Booster 11A, 11B
16984	08/13/2021	Customer Refund	34.12	34.12	100-000-0000-2000	Refund Check
16985	08/13/2021	Satmodo LLC	149.66	149.66	100-600-0000-5203	Iridium Monthly Minute Plans
16986	08/13/2021	Customer Refund	178.53	178.53	100-000-0000-2000	Refund Check
16987	08/13/2021	Spectrum Business	154.98	154.98	100-600-0000-5203	La Luna
16988	08/13/2021	Springbrook Holding Company LLC	2,077.00	2,077.00	100-600-0000-5408	CivicPay July 2021
16989	08/13/2021	Bob Stephenson	125.00	125.00	100-610-0000-5350	Video Recording Board Meeting July 2021
16990	08/13/2021	Sturdivan Emergency Management Consulting	9,200.00	9,200.00	100-600-0000-5406	Emergency Management Services Aug 2021
16991	08/13/2021	Customer Refund	17.06	17.06	100-000-0000-2000	Refund Check
16992	08/13/2021	Customer Refund	21.11	21.11	100-000-0000-2000	Refund Check
16993	08/13/2021	Underground Service Alert	129.81	38.96	100-130-0000-5406	California State Fee for Regulatory Costs
				90.85	100-130-0000-5406	49 new ticket charges
16994	08/13/2021	Union Bank	1,407.47	14.00	100-600-0000-5406	Charges
				79.59	100-600-0000-5203	Charges
				60.43	100-600-0000-5330	Charges
				630.72	100-130-0000-5228	Charges
				96.55	100-130-0000-5220	Charges
				412.16	100-110-0000-5220	Charges
				5.00	100-600-0000-5406	Charges

# Twentynine Palms Water District

Check Date Range: 8/1/2021 thru 8/31/2021

				84.37	100-600-0000-5330	Charges
				19.89	100-600-0000-5408	Charges
				16.80	100-600-0000-5408	Charges
				(12.04)	100-600-0000-5330	Charges
16995	08/13/2021	United Cerebral Palsy Assoc.	371.76	371.76	100-160-0000-5406	Mail Production Services
16996	08/13/2021	Usa Blue Book	302.65	302.65	100-150-0000-5220	Hach Pocket Pro Temp/pH x2, Thermometer x2
16997	08/13/2021	Vagabond Welding Supply	337.11	177.90	100-130-0000-5220	Supplies
				159.21	100-130-0000-5220	Supplies
16998	08/13/2021	Verizon Wireless	570.69	570.69	100-600-0000-5203	Wireless
16999	08/13/2021	Customer Refund	166.01	166.01	100-000-0000-2000	Refund Check
17000	08/13/2021	Customer Refund	53.16	53.16	100-000-0000-2000	Refund Check
17001	08/13/2021	Customer Refund	177.53	177.53	100-000-0000-2000	Refund Check
17002	08/13/2021	Customer Refund	11.27	11.27	100-000-0000-2000	Refund Check
17003	08/13/2021	Wienhoff Drug Testing Inc.	160.00	160.00	100-600-0000-5406	Pre-employment drug screening
17004	08/13/2021	Customer Refund	181.36	181.36	100-000-0000-2000	Refund Check
17005	08/13/2021	Customer Refund	13.11	13.11	100-000-0000-2000	Refund Check
17006	08/13/2021	Customer Refund	48.50	48.50	100-000-0000-2000	Refund Check
17007	08/13/2021	Customer Refund	16.98	16.98	100-000-0000-2000	Refund Check
17050	08/13/2021	Mojave Des Air Qlty Mgmt Dist	1,775.13	1,775.13	100-130-0000-5303	Permit Renewals Portable Generators, Emergency Generator
17051	08/23/2021	Customer Refund	149.55	137.55	100-000-0000-2000	Refund Check
				12.00	100-000-0000-2000	Refund Check
17052	08/23/2021	Customer Refund	61.00	61.00	100-000-0000-2000	Refund Check
17053	08/25/2021	Axens	37,631.88	37,631.88	100-150-0000-5211	Actiguard AA 400G 0.25-0.75 / BB 700KG Units 26 Super Sacks. 15
17054	08/25/2021	Clinical Lab of San Bern.	6,455.50	2,947.00	100-140-0000-5405	Water Samples May 2021
				3,508.50	100-140-0000-5405	Water Samples July 2021
17055	08/25/2021	Fedex	5,750.00	5,750.00	100-150-0000-5211	FedEx Truckload Brokerage, Shipping Only. 43000LBS of Media Trea
17056	08/25/2021	NorthStar Chemical	7,095.66	7,095.66	100-150-0000-5211	Load of Acid 93% NSF 60 3200 Gallons
17057	08/25/2021	Pacific Western Bank	3,876.22	738.56	100-600-0000-5301	Charges
				(1.46)	100-600-0000-5330	Charges
				165.49	100-600-0000-5301	Charges
				126.02	100-130-0000-5220	Charges
				(283.16)	100-600-0000-5303	Charges



# Twentynine Palms Water District

Check Date Range: 8/1/2021 thru 8/31/2021

				29.99	100-600-0000-5406	Charges
				108.00	100-600-0000-5406	Charges
				16.16	100-600-0000-5330	Charges
				14.00	100-600-0000-5301	Charges
				998.07	100-130-0000-5222	Charges
				130.59	100-150-0000-5203	Charges
				473.40	100-600-0000-5301	Charges
				122.83	100-130-0000-5222	Charges
				11.73	100-130-0000-5220	Charges
				112.36	100-150-0000-5406	Charges
				11.74	100-130-0000-5220	Charges
				15.00	100-130-0000-5242	Charges
				774.72	100-150-0000-5220	Charges
				101.17	100-600-0000-5408	Charges
				30.70	100-130-0000-5220	Charges
				115.80	100-130-0000-5220	Charges
				64.51	100-130-0000-5220	Charges
17058	08/25/2021	S.C.E.	10,751.25	1,208.17	100-120-0000-5201	Booster Two Mile
				2,731.05	100-110-0000-5201	Well 16
				109.15	100-120-0000-5201	D.H. Resv. & Hydro
				725.89	100-110-0000-5201	Well 11
				2,330.05	100-120-0000-5201	Booster Lupine
				1,393.30	100-120-0000-5201	Booster Sullivan
				238.90	100-110-0000-5201	Well 15
				1,033.73	100-120-0000-5201	Booster 11A, 11B
				981.01	100-120-0000-5201	Booster H1N, H2S
17059	08/25/2021	Susan L. Simmons	1,600.00	1,600.00	100-600-0000-5406	Janitorial Services
17060	08/25/2021	U.S. Postal Service	7,000.00	7,000.00	100-160-0000-5302	Permit 620
17061	08/25/2021	Union Bank	681.64	681.64	100-600-0000-5330	Charges
17062	08/25/2021	Verizon Wireless	570.69	570.69	100-600-0000-5203	Wireless
			<b>Total</b>	<b>\$345,601.46</b>		

4

# 4.1



**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: September 15, 2021**

**SUBJECT: Management Report**

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

1. Responded to 96 Underground Service Alerts
2. Responded to and repaired
  - a. 0 water main leaks
  - b. 0 water meter leaks
  - c. 0 service line leaks
  - d. 0 fire hydrant repairs/maintenance
3. Installed 1 new service
4. Replaced 0 customer gate valves
5. Performed 2 leak audits
6. Painted 15 fire hydrants
7. Performed 5 customer pressure checks
8. Replaced 1 water meter
9. Tested and exercised emergency generators
10. Sounded wells for August
11. 0 water waste inquiries were reported
12. Installed 0 AMI/AMR meters

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

1. 102 work orders were generated from reading meters
2. 6 work orders were generated from billing variance list
3. 252 work orders were generated for turn on or turn off
4. 375 termination notices were distributed
5. 0 non-pay turn offs were performed
6. 0 extensions were granted
7. 0 extensions were shut off for non-payment
8. 0 payment schedules have been granted
9. 0 payment schedules failed, total outstanding \$0
10. 4 customer requests and 5 inquiries were logged and investigated

**C. Valve and Hydrant Maintenance Update**

	Valves Exercised (Began 07/21)	Dead Ends Flushed (Began 7/21)
Current Month	96	8
Year to Date	*96	8

\*Biennial cycle

# Twentynine Palms Water District Maintenance Report

FY 2021/22

	USA	Leak Audits	Fire Hydrant Painting	Shut Offs	Total Work Orders Completed	Valves Exercised	Customer's Valve Replaced	New Service	Main Line Leaks	Active Account	Prior Year	%Increase (Decrease)
July	83	2	19	0	416	0	4	7	0			
August	96	1	15	0	360	96	0	1	0			
Sept.												
October										N/A	N/A	
Nov.												
Dec.												
Jan.												
Feb.										N/A	N/A	
March												
April												
May												
June										N/A	N/A	
<b>Totals</b>	<b>179</b>	<b>3</b>	<b>34</b>	<b>0</b>	<b>776</b>	<b>96</b>	<b>4</b>	<b>8</b>	<b>0</b>			

**Total Connections in District= 8,381**

# 4.2

**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: September 14, 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 0.43 mg/L. Chlorination point (the point where chlorine is introduced into the distribution system) averages ranged from 0.02 mg/L to .96 mg/L.

B. Bacteria Samples: A total of 50 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 11 fluoride samples were taken from potable water production wells. Fluoride levels in the distribution system ranged from a low of .71 mg/L to a high of 1. mg/L. Fluoride measurements collected at the wells ranged from a low of 0.32 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 13 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 <0.1-0.37 for turbidity.

**TWENTYNINE PALMS WATER DISTRICT**  
**Water Production Report**  
**FY 2021/2022**

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	147.849	94.643	35.693	24.477	302.662	310.537	-2.53%	-2.34%		
August	100.909	118.872	43.035	25.786	288.602	306.648	-5.88%	-1.24%		
Sept.					0.000					
October					0.000					
Nov.					0.000					
Dec.					0.000					
Jan.					0.000					
Feb.					0.000					
March					0.000					
April					0.000					
May					0.000					
June					0.000					
<b>Totals</b>	<b>248.758</b>	<b>213.515</b>	<b>78.728</b>	<b>50.263</b>	<b>591.264</b>	<b>617.185</b>	<b>-4.20%</b>			

Production Totals Expressed in Acre Feet

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

3.943

acre feet =

1.56%

# 4.3

**TWENTYNINE PALMS WATER DISTRICT**

**FINANCIAL REPORT**

**For The Month Of**

**July 2021**

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





**TwentyNine Palms Water District**  
**Statement of Investments and Reserves**  
**For the Period Ending July 31, 2021**  
**(Unaudited)**

<u>Operating Funds &amp; Internal Reserves- LAIF:</u>	<u>Prior Balance</u>	<u>Deposits</u>	<u>Disbursements</u>	<u>Current Balance</u>	<u>Market</u>
Operating Funds	\$ 4,327,566	\$ 3,179	\$ (17,174)	\$ 4,313,571	\$ 4,313,929
Election Fund Reserve	21,177	16	-	21,192	21,194
Capital Reserve	904,141	664	-	904,805	904,880
Capital Funds for Primary Infrastructure	375,425	17,450	-	392,874	392,907
Capital Funds for Secondary Infrastructure	174,408	128	-	174,536	174,551
<b>Total Investments</b>	<b><u>\$ 5,802,716</u></b>	<b><u>\$ 21,436</u></b>	<b><u>\$ (17,174)</u></b>	<b><u>\$ 5,806,978</u></b>	<b><u>\$ 5,807,460</u></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

***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 District  
Statement of Revenues and Expenses  
For the Period Ending July 31, 2021  
(Unaudited)

	July 2021	YTD	Budget	YTD 8%	Prior YTD
1 Operating Revenues	\$ 511,514	\$ 511,514	\$ 5,287,400	10%	\$ 471,081
2 Non-Operating Revenues	70,394	70,394	634,800	11%	65,142
3 <b>Total Revenue Available to Fund Operations &amp; Capital</b>	<b>581,908</b>	<b>581,908</b>	<b>5,922,200</b>	<b>10%</b>	<b>536,223</b>
4 Operating Expenses	328,072	328,072	4,771,600	7%	358,553
5 Non-Operating Expenses	16,858	16,858	345,300	5%	22,459
6 Total Debt Service	-	-	243,500	0%	-
7 <b>Total Expenses &amp; Debt Service</b>	<b>344,930</b>	<b>344,930</b>	<b>5,360,400</b>	<b>6%</b>	<b>381,012</b>
8 <b>Net Revenues Available to Fund Capital</b>	<b>236,979</b>	<b>236,979</b>	<b>561,800</b>	<b>42%</b>	<b>155,210</b>
9 District Projects	-	-	(280,000)	0%	(6,086)
10 CIP Projects	(94,256)	(94,256)	(1,304,800)	7%	(97,438)
11 Repairs & Replacement	(9,462)	(9,462)	(475,000)	2%	-
12 Capital Outlay	-	-	(365,000)	0%	(8,750)
<b>Sub-Total: Net Debt Proceeds / Capital</b>	<b>(103,718)</b>	<b>(103,718)</b>	<b>(2,424,800)</b>	<b>4%</b>	<b>(112,274)</b>
13 Transfers in from Special Revenue Fund	15,003	15,003	143,000	10%	11,237
14 <b>Increase (Decrease) in Fund Balance</b>	<b>\$ 148,264</b>	<b>\$ 148,264</b>	<b>\$ (1,720,000)</b>		<b>\$ 54,173</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 District**  
**Detail Statement of Revenues and Expenses**  
**For the Period Ending July 31, 2021**  
**(Unaudited)**

	July 2021	YTD	Budget	YTD 8%	Prior YTD
<b>1 Operating Revenues</b>					
2 Water Sales (Volumetric)	\$ 373,017	\$ 373,017	\$ 3,706,100	10%	\$ 349,107
3 Readiness-To-Serve (Fixed)	120,958	120,958	1,603,600	8%	117,546
4 Other Operating Revenue	17,539	17,539	62,300	28%	4,428
5 Bad Debt Expense	-	-	(84,600)	0%	-
<b>6 Total Operating Revenues</b>	<b>511,514</b>	<b>511,514</b>	<b>5,287,400</b>	<b>10%</b>	<b>471,081</b>
<b>7 Non-Operating Revenues</b>					
8 Capital Impact Fees	17,568	17,568	-	0%	650
9 Water Availability Assessment	48,367	48,367	580,400	8%	48,242
10 Interest Revenue	-	-	16,100	0%	-
11 Other Penalties	4,283	4,283	23,300	18%	2,937
12 Reimbursed Expenses	10	10	5,000	0%	13,278
13 Miscellaneous Non-Op Revenue	166	166	10,000	2%	35
<b>14 Total Non-Operating Revenues</b>	<b>70,394</b>	<b>70,394</b>	<b>634,800</b>	<b>11%</b>	<b>65,142</b>
<b>15 Total Revenues</b>	<b>\$ 581,908</b>	<b>\$ 581,908</b>	<b>\$ 5,922,200</b>	<b>10%</b>	<b>\$ 536,223</b>
<b>16 Operating Expenditures</b>					
<b>17 Source of Supply</b>					
18 Labor & Benefits	629	629	16,300	4%	1,636
19 Direct Expenses	32,764	32,764	368,400	9%	36,028
<b>20 Total Source of Supply</b>	<b>33,393</b>	<b>33,393</b>	<b>384,700</b>	<b>9%</b>	<b>37,664</b>
<b>21 Pumping</b>					
22 Labor & Benefits	-	-	3,800	0%	601
23 Direct Expenses	9,546	9,546	124,700	8%	13,928
<b>24 Total Pumping</b>	<b>9,546</b>	<b>9,546</b>	<b>128,500</b>	<b>7%</b>	<b>14,529</b>
<b>25 Transmission &amp; Distribution</b>					
26 Labor & Benefits	85,660	85,660	1,332,600	6%	81,240
27 Direct Expenses	39,368	39,368	394,100	10%	59,631
<b>28 Total Transmission &amp; Distribution</b>	<b>125,028</b>	<b>125,028</b>	<b>1,726,700</b>	<b>7%</b>	<b>140,871</b>
<b>29 Treatment Wells</b>					
30 Labor & Benefits	7,604	7,604	73,000	10%	4,017
31 Direct Expenses	3,509	3,509	37,500	9%	4,931
<b>32 Total Treatment Wells</b>	<b>11,112</b>	<b>11,112</b>	<b>110,500</b>	<b>10%</b>	<b>8,948</b>
<b>33 Treatment Facility</b>					
34 Labor & Benefits	23,850	23,850	242,100	10%	23,145
35 Direct Expenses	20,912	20,912	566,300	4%	27,977
<b>36 Total Treatment Facility</b>	<b>44,762</b>	<b>44,762</b>	<b>808,400</b>	<b>6%</b>	<b>51,122</b>
<b>37 Customer Accounts</b>					
38 Labor & Benefits	18,893	18,893	211,400	9%	15,937
39 AMI Temporary Labor	-	-	-		1,447
40 Direct Expenses	657	657	65,800	1%	592
<b>41 Total Customer Accounts</b>	<b>\$ 19,550</b>	<b>\$ 19,550</b>	<b>\$ 277,200</b>	<b>7%</b>	<b>\$ 17,975</b>

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**TwentyNine Palms Water District**  
**Detail Statement of Revenues and Expenses**  
**For the Period Ending July 31, 2021**  
**(Unaudited)**

	July 2021	YTD	Budget	YTD 8%	Prior YTD
42 <b>General &amp; Administration</b>					
43 Labor & Benefits	\$ 36,681	\$ 36,681	\$ 535,100	7%	\$ 34,782
44 Outside Services	29,590	29,590	358,500	8%	37,707
45 Direct Expenses	17,884	17,884	265,200	7%	14,956
46 <b>Total General &amp; Administration</b>	<b>84,155</b>	<b>84,155</b>	<b>1,158,800</b>	<b>7%</b>	<b>87,445</b>
47 <b>Payouts &amp; Retiree Medical</b>					
48 Vacation / Sick Payouts	-	-	104,100	0%	-
49 Retiree Medical	-	-	40,200	0%	-
50 <b>Total Payouts &amp; Retiree Medical</b>	<b>-</b>	<b>-</b>	<b>144,300</b>	<b>0%</b>	<b>-</b>
51 <b>Board of Directors</b>					
52 Director Fees	525	525	17,000	3%	-
53 Direct Expenses	-	-	15,500	0%	-
54 <b>Total Board of Directors</b>	<b>525</b>	<b>525</b>	<b>32,500</b>	<b>2%</b>	<b>-</b>
55 <b>Total Operating Expenditures</b>	<b>328,072</b>	<b>328,072</b>	<b>4,771,600</b>	<b>7%</b>	<b>358,553</b>
56 <b>Non-Operating Expenditures</b>					
57 <b>Debt Service</b>					
58 Debt Principal Payments	-	-	195,500	0%	-
59 Interest Expense	-	-	48,000	0%	-
60 <b>Total Debt Service</b>	<b>-</b>	<b>-</b>	<b>243,500</b>	<b>0%</b>	<b>-</b>
61 CalPERS UAL Payment (Required)	16,858	16,858	202,300	8%	14,126
62 Pension & OPEB Trust Contributions	-	-	143,000	0%	8,333
63 <b>Total Non-Operating Expenditures</b>	<b>16,858</b>	<b>16,858</b>	<b>588,800</b>	<b>3%</b>	<b>22,459</b>
64 <b>Total Expenditures</b>	<b>\$ 344,930</b>	<b>\$ 344,930</b>	<b>\$ 5,360,400</b>	<b>6%</b>	<b>\$ 381,012</b>
<b>Net Revenues Available to Fund Capital</b>					
65 <b>Related Expenditures</b>	<b>\$ 236,979</b>	<b>\$ 236,979</b>	<b>\$ 561,800</b>	<b>42%</b>	<b>\$ 155,210</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 District  
Special Revenue Fund  
For the Period Ending July 31, 2021  
(Unaudited)

	July 2021	YTD	Budget	YTD 8%
1 Tower Revenues	\$ 15,003	\$ 15,003	\$ 143,000	10%
2 Less Transfers Out To Water	(15,003)	(15,003)	(143,000)	10%
<b>Ending Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	



**TwentyNine Palms Water District**  
**Carryover CIP/Current CIP and R&M/Capital Outlay**  
**For the Period Ending July 31, 2021**  
**(Unaudited)**

	<b>Budget FY 21/22</b>	<b>Current Year Expenditures</b>	<b>Remaining Under / (Over) Budget</b>
<b>1 District Projects</b>			
2 Treatment Feasibility & Exploration Costs	\$ 35,000	\$ -	\$ 35,000
3 Standard Drawings Update	20,000	-	20,000
4 Salt Nutrient Monitoring Wells\Sampling	10,000	-	10,000
5 Asset Management Plan	40,000	-	40,000
6 USGS Study\Feasibility Study	25,000	-	25,000
7 Centralized Sewer Plan\Groundwater Analysis	25,000	-	25,000
8 Master Plan Updates	85,000	-	85,000
9 Campbell Reservoir Land Acquisition	40,000	-	40,000
<b>10 Total District Projects</b>	<b>280,000</b>	<b>-</b>	<b>280,000</b>
<b>11 Capital Improvement Plan</b>			
12 Chromium VI and Flouride for Well 11B	50,000	-	50,000
13 Fluoride Variance (Expiring) - TP2/W12/W16	1,000,000	94,256	905,744
14 AMI/AMR	129,800	-	129,800
15 Pay Meter Station Upgrade	125,000	-	125,000
<b>16 Capital Improvement Plan</b>	<b>1,304,800</b>	<b>94,256</b>	<b>1,210,544</b>
<b>17 Repairs, Rehabilitation, &amp; Maintenance</b>			
18 Plant 6 Electrical and Well Upgrade	25,000	-	25,000
19 Emergency Repairs, Unspecified	75,000	-	75,000
20 Repiping/Distribution System Upgrades	75,000	-	75,000
21 Reservoir Recoating / Cathodic Protection	20,000	-	20,000
22 Large Meter Replacement Program	20,000	-	20,000
23 Fluoride Plant Instr.\Coating\SCADA	10,000	-	10,000
24 Treated Water Resevoir Coating	50,000	-	50,000
25 Campbell Reservoir Paving & Coating	100,000	9,462	90,538
26 Treatment Plant Concrete	100,000	-	100,000
<b>27 Total Repairs &amp; Maintenance</b>	<b>475,000</b>	<b>9,462</b>	<b>465,538</b>
<b>28 Capital Outlay</b>			
29 Vehicle/Equipment Replacements	75,000	-	75,000
30 Computer/Technology Replacements	40,000	-	40,000
31 GIS	30,000	-	30,000
32 Administrative Building\Office Remodel	40,000	-	40,000
33 Energy Efficiency Projects	35,000	-	35,000
34 One-Time Existing Conditions Sampling	20,000	-	20,000
35 Parking Lot Seal\Paving	25,000	-	25,000
36 Equipment Shade Structure	100,000	-	100,000
<b>37 Total Capital Outlay</b>	<b>365,000</b>	<b>-</b>	<b>365,000</b>
<b>38 Grand Total</b>	<b>\$ 2,424,800</b>	<b>\$ 103,718</b>	<b>\$ 2,321,082</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.*

**4.4**

**NO  
MATERIAL  
PROVIDED**