

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

**May 24, 2023 / 4:00 P.M.**

**AGENDA**

This meeting may be viewed on the District's website at [www.29palmswater.net](http://www.29palmswater.net)  
The Board reserves the right to discuss only or take action on any item on the agenda.

Next Resolution #23-07  
Next Ordinance #104

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. GIS/GEO Viewer Presentation by District Employees
2. Presentation of Draft for Fiscal Year 2023/2024 Annual Budget
3. Approve Directors to Attend CSDA Annual Conference & Exhibitor Showcase (August 28, 2023 – August 31, 2023) and Provide Daily Meeting Stipend
4. Consent Calendar

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

  - Minutes of the Regular Meeting held on April 26, 2023
  - Audit List
5. Items Removed from the Consent Calendar for Discussion or Separate Action
6. Management Reports
  - 6.1 Maintenance

- 6.2 Water Quality
- 6.3 Finance
- 6.4 General Manager
- 7. Closed Session: Public Employee Performance Evaluation (Per Government Code § 54957)
  - Title: General Manager
- 8. Future Agenda Items and Staff Tasks/Directors' Comments and Reports
- 9. Adjournment

**Notice of agenda was posted on or before 4:00 p.m., May 19, 2023.**

Matthew Shragge, 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

## Budget Schedules & Line Items

### FY 24 Proposed Budget

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*The District's fiscal year is July 1, 2023, to June 30, 2024*

#### **SCHEDULE A: PROPOSED BUDGET SUMMARY**

This schedule summarizes operating and non-operating revenues and expenses, debt service, and capital related expenditures. Line 8 measures the difference between revenues and expenses, which results in net revenues remaining to fund the District's Capital Improvement Program. The District is projected to have \$1,192,300 to fund Capital Projects.

Lines 9-12 outline the District's Capital Improvement Program (CIP) expenses by category. Line 13 provides a sub-total of total capital expenditures.

Line 14 projects the final increase or decrease in fund balance for the year. The amount fluctuates year to year, with some years that are positive and some negative, primarily as the District's Capital Improvement Program fluctuates.

#### **SCHEDULE B: PROPOSED BUDGET DETAIL**

This Schedule outlines the budget for the District and will be used during fiscal year (FY) 24 for reporting monthly operating results to the Board.

Column (A) is the Adopted Budget for FY 23. Column (B) projects year-end balances for FY 23. These amounts are estimates; actual results will vary. Column (C) is the Proposed Budget for FY 24. Columns (D) and (E) display \$ and % differences from Projected FY 23 results to the FY 24 Proposed Budget.

#### **REVENUES**

**Line 2 Water Sales (Volumetric)** – Volumetric water sales include residential, commercial, construction water and Aqua Loader sales.

- FY 23 is projected to end the year below budget in Residential/Business Water and the Aqua Loader due to an exceptionally rainy year causing decreased consumption. Revenues are budgeted for FY 24 with a 10% rate increase adopted for consumption after January 1, 2023, and another 10% rate increase expected for consumption after January 1, 2024.

**Line 3 Readiness-To-Serve (RTS)** – RTS revenues represent the fixed charges to customers that vary by water meter size.

- FY 23 is projected to end under budget because the prior year budget incorrectly double budgeted due to the billing conversion from bi-monthly billing to monthly billing. RTS charges are budgeted at \$1.8 million for FY 24. This amount assumes billing active meters only (in line with current practice) and anticipates a 10% rate increase effective January 1, 2024.

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- **Billing Inactive Meters:** *Billing the RTS charge to inactive meters is common in most water agencies and is a Board policy decision that could be considered in the future. Additionally, many agencies bill the property owner for RTS charges when a renter moves out. The fixed costs of the Water District remain the same regardless of whether a property is rented or not, and therefore the fixed charged should be paid each month by either the renter or the property owner. This is another area of revenue that the Board could consider in the future.*

**Line 4 Other Operating Revenues** – Fees such as Late penalties, Meter Installation fees, New Account fees, Application fees, Credit Card Processing Fees, and Reconnection fees.

- FY 23 revenues are projected to end over budget due to new meter installations and more late fees than anticipated. The District also started collecting credit card processing fees from customers starting in March 2023, which was not considered in the budget. These revenues are budgeted for conservatively due to their unpredictable nature. Meter Installation fees are budgeted conservatively at \$20K for FY 24 due to the unpredictability of growth. Late penalties and reconnection fees are budgeted based on a historical percentage of water bills.

**Line 5 Bad Debt Expense** – Estimated uncollectible customer account balances aged past 60 or 90 days.

- Bad debt expense is estimated at 0.68% of annual operating revenues based on a 5-year historical average of uncollectible billings at fiscal year-end.

**Line 8 Capital Impact Fees** – Fees imposed on developers or homeowners for new development. FY 24 is budgeted with a conservative estimate based on 5-year historical activity.

**Line 9 Water Availability Assessment** – Annual property tax fees assessed to homeowners and paid to the District through the County of San Bernardino. FY 24 is budgeted in line with actual results from FY 23 with a 2% increase.

**Line 10 Interest Revenue** – Interest revenue is earned primarily on District investments in the State of California's Local Agency Investment Fund (LAIF) and California Cooperative Liquid Asset Securities System (CLASS), and CDs held by Pacific Western Bank. Interest revenues are projected based on actual results from FY 23 with a 2% increase.

**Line 11 Other Penalties** – Property tax penalty collections from the County of San Bernardino. These revenues are difficult to predict and can vary substantially from year to year. FY 24 is budgeted in line with projected results for FY 23 with a 2% increase.

**Line 12 Reimbursed Expenses** – Billing customers or persons for reimbursements regarding damage to District property (typically fire hydrants/meters). Reimbursed Expenses are difficult to predict and are budgeted conservatively due to their unknown timing and frequency. Generally, these revenues reach a minimum of \$5,000 per year and are budgeted accordingly.

# Twentynine Palms Water District

## Budget Schedules & Line Items

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**Line 13 Misc. Non-Operating Revenue** – Revenue received from various sources such as grants, scrap sales of inventory, proceeds from the sale of assets and non-sufficient fund (NSF) charges. These revenues are difficult to predict and are budgeted conservatively because receipt of funds is uncertain. Generally, these revenues reach a minimum of \$10,000 per year and are budgeted accordingly.

#### **EXPENSES**

**Lines 17-20 Source of Supply** – Costs incurred pumping water from District aquifers into the water system.

- This category includes the allocation of labor, benefits, and other direct costs such as electricity used to operate well sites, field supplies, radio equipment, state/local permits and fees, and outside services. FY 23 Direct expenses are projected to end slightly over budget due to increased supplies purchases. In FY 24 Labor and benefits are anticipated to increase with assumptions discussed in Lines 46-47. Direct expenses are budgeted for a 6% increase in electricity costs and 5% inflation on other costs.

**Lines 21-24 Pumping** – Costs incurred pumping water through the system to District reservoirs and to the customer.

- This category includes the allocation of labor, benefits, and other direct costs such as electricity used to operate booster stations, field supplies, and outside services. FY 23 Direct expenses are projected to end over budget due to increased electricity costs. Labor and benefits are anticipated to increase with assumptions discussed in Lines 46-47. Direct expenses are budgeted for a 6% increase in electricity costs and 5% inflation on other costs.

**Lines 25-28 Transmission and Distribution** – Costs to maintain assets in the District’s transmission and distribution system as well as other general operating (T&D) expenses.

- This category includes the allocation of labor, benefits, and other direct costs such as minor replacements to the distribution system (pipeline, meters, valves, etc.), vehicle repairs/fuel, uniforms, licenses and permits, engineering, small tools, and other operating expenses related to the distribution system. FY 23 Direct expenses are projected to end over budget due to much higher than anticipated fuel costs. Labor and benefits are anticipated to increase with assumptions discussed in Lines 46-47.

**Lines 29-32 Treatment Wells** – Costs incurred for water treatment at District well sites.

- This category includes the allocation of labor, benefits, and other direct costs such as chemicals and lab testing. Labor and benefits are anticipated to increase with assumptions discussed in Lines 46-47. Direct expenses are budgeted for a 5% increase in chemicals and lab testing.

**Lines 33-36 Treatment Facility** – Costs to treat water at the fluoride removal plant and arsenic treatment.

# Twentynine Palms Water District

## Budget Schedules & Line Items

### FY 24 Proposed Budget

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- This category includes the cost of chemicals and supplies to treat water, costs to operate the treatment plant, permit fees, and repairs and maintenance. Labor and benefits are anticipated to increase with assumptions discussed in lines 46-47. FY 23 Direct expenses are higher than FY 24 budget primarily due timing of bi-annual media replacements purchased in FY 23.

**Lines 37-40 Customer Accounts** – Costs for automatic meter reading (AMI/AMR), meter system maintenance, customer service labor and benefits, and billing postage and supplies.

- Labor and benefits are anticipated to decrease due to vacancies that were budgeted at entry level range with assumptions discussed in lines 46-47.
- Direct expenses are budgeted for a 5% inflation increase.

**Lines 41-45 Total General Administration** – Costs related to District operations outside of functions and departments identified above.

- **Line 42 Labor and Benefits** includes office staff and 50% of the General Manager’s salary. These costs are anticipated to increase with assumptions discussed in lines 46-47. The District plans to maintain one staff member part-time as a retired annuitant to assist the District as needed.
- **Line 43 Outside Services** includes audit & accounting, legal, banking, and other professional fees. FY 24 is budgeted based on projected year-end balances with an inflation increases. Additional legal expenses relating to MOU negotiations included of \$15K.
- **Line 44 Direct Expenses** includes costs to operate District headquarters, property and liability insurance, office supplies, postage, grant writing, staff training, water conservation, LAFCO annual fees, and other miscellaneous costs. This category is budgeted to increase 16% from projected FY 23 costs primarily due to increases in staff training and travel and higher electricity costs.
  - Most other expenses in this category are budgeted to remain consistent with prior year or may have modest increases due to inflation.
  - The budget for grant writing services is proposed at \$37,900. External grant writers are crucial in securing grant funding for District capital projects and help relieve pressure on the budget.

**Line 46 Total District Labor (Informational)** – Provides a summary of District-wide employee salaries and wages, including overtime. The budget for FY 24 is increasing due to the following:

- Merit increases averaging 3.13%
- A Cost-of-Living Adjustment (COLA) of 3.0%
- Anticipated hiring of four employees to fill vacant positions
- Maintaining two staff members part-time as retired annuitants to assist with staffing transitions



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## Budget Schedules & Line Items

### FY 24 Proposed Budget

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**Line 47 Total District Benefits (Informational)** – Provides a summary of District-wide employee benefits including: CalPERS pension, social security and payroll taxes, group medical, dental, vision, life insurance, and worker’s compensation. The budget for FY 24 is increasing due to the following:

- CalPERS contributions increasing in line with salaries explained in line 46
- Anticipated insurance increases of 5%

**Lines 48-51 Payouts & Retiree Medical** – Sick and vacation payouts for current District employees and medical benefits for anticipated retirees. Sick and vacation payouts can vary from year to year depending on employee time taken and available balances. Retiree medical is expected to increase due to three active retirees in FY 24.

**Lines 52-55 Total Board of Directors** – Costs related to the Board of Directors meetings, training, and travel. Directors’ fees and Direct expenses are projected to end the year under budget due to lack of travel. FY 24 is budgeted for increased travel and training.

**Lines 58-61 Debt Service** – Principal and interest payments for District debt. The District issued \$2 million in debt in May 2019 to fund the AMI/AMR capital project. This debt was issued for 10 years at 3.05% interest.

**Line 62 CalPERS UAL Payment (Required)** – Annual payment the District is required to send CalPERS to pay down the District’s Unfunded Accrued Liability (UAL). As of June 30, 2022 (the last valuation date provided by CalPERS), the District’s plan was determined to be 85% funded.

**Lines 63-64 Transfers In Special Revenue Fund, Pension & Other Post Employments Benefits (OPEB) Trust Contribution** – Cell Tower revenues are accounted for in the Special Revenue Fund and all funds received are transferred to the Water Fund, which is then used to fund the District pension trust account and/or OPEB trust accounts. Amounts budgeted for the trust accounts will be held in LAIF or CLASS to earn interest until the trust accounts show at least six months of continuous positive growth.

**Line 65 Election Expenses** – No election expenses budgeted for FY 24. Elections occur every two years and the next election is expected in November 2024.

**Lines 69-72 Capital Related** – See Schedule C for more detail.

**Line 73 Increase/(Decrease) in Fund Balance** - The amount the fund balance is budgeted to increase or decrease during the fiscal year and can vary from year to year, mainly due to planned Capital Improvement Project spending. The decrease in Fund Balance is primarily caused by the District’s Capital Improvement Plan, totaling \$3.618 million for FY 24.

# Twentynine Palms Water District

## Budget Schedules & Line Items

### FY 24 Proposed Budget

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#### **SCHEDULE C: PROPOSED BUDGET - CAPITAL PLAN**

The schedule represents the following four categories of capital- related expenditures:

**Lines 1-11 District Projects** - General projects that do not involve capital construction or repairs and replacement.

**Lines 12-19 Capital Improvement Plan** - Plan for new capital improvements. These assets may be constructed or procured by the District.

**Lines 20-35 Repairs, Rehabilitation & Maintenance** - Costs to maintain and repair the District's assets and costs to replace existing assets.

**Lines 36-45 Capital Outlay** - District purchases such as vehicles, furniture, radios, and other fixed assets that are over the District's minimum capitalization policy of \$5,000.

#### **SCHEDULE D: SPECIAL REVENUE FUND**

This schedule outlines Special Revenue Fund activity which is used to account for telecommunication lease revenues. All cell tower lease revenues are budgeted to be transferred out of the Special Revenue Fund to be contributed to the Water District pension and/or OPEB trust accounts.



**Twentynine Palms Water District**  
**Proposed Budget Summary**  
**Fiscal Year 2023/24**

Schedule A

	<b>A</b>	<b>B</b>	<b>C</b>
	<b>Adopted Budget 2022/23</b>	<b>Projected Year-End 2022/23</b>	<b>Proposed Budget 2023/24</b>
1 Operating Revenues	\$ 6,143,300	\$ 5,389,100	\$ 5,926,600
2 Non-Operating Revenues	686,300	973,900	755,700
3 <b>Total Revenues Available to Fund Operations &amp; Capital</b>	<b>6,829,600</b>	<b>6,363,000</b>	<b>6,682,300</b>
4 Operating Expenses	5,057,600	4,675,100	5,024,600
5 Non-Operating Expenses	285,500	235,500	221,900
6 Total Debt Service	243,500	243,500	243,500
7 <b>Total Expenses &amp; Debt Service</b>	<b>5,586,600</b>	<b>5,154,100</b>	<b>5,490,000</b>
8 <b>Net Revenues Available to Fund Capital Expenditures</b>	<b>1,243,000</b>	<b>1,208,900</b>	<b>1,192,300</b>
9 District Projects	(593,600)	(33,700)	(504,900)
10 Capital Improvement Projects	(1,829,800)	(600)	(1,809,400)
11 Repairs & Replacement	(1,030,000)	(39,800)	(764,600)
12 Capital Outlay	(435,000)	(230,500)	(538,800)
13 <b>Sub-Total: Capital</b>	<b>(3,888,400)</b>	<b>(304,600)</b>	<b>(3,617,700)</b>
14 <b>Increase (Decrease) in Fund Balance</b>	<b>\$ (2,645,400)</b>	<b>\$ 904,300</b>	<b>\$ (2,425,400)</b>
15 <b>Projected Cash &amp; Investments Beg. Balance - 7/1/23</b>			<b>\$ 7,208,000</b>
16 <b>Projected Cash &amp; Investments End. Balance - 6/30/24</b>			<b>\$ 4,782,600</b>



# Twentynine Palms Water District

## Proposed Budget Detail

### Fiscal Year 2023/24

Schedule B

	A	B	C	D	E
	Adopted Budget 2022/23	Projected Year-End 2022/23	Proposed Budget 2023/24	\$ Difference (C - B)	% Difference (D / B)
<b>1 Operating Revenues</b>					
2 Water Sales (Volumetric)	\$ 4,252,700	\$ 3,522,900	\$ 3,875,100	\$ 352,200	10%
3 Readiness-To-Serve (Fixed)	1,774,700	1,644,000	1,808,500	164,500	10%
4 Other Operating Revenue	198,500	261,400	283,800	22,400	9%
5 Bad Debt Expense	(82,600)	(39,200)	(40,800)	(1,600)	4%
<b>6 Total Operating Revenues</b>	<b>6,143,300</b>	<b>5,389,100</b>	<b>5,926,600</b>	<b>537,500</b>	<b>10%</b>
<b>7 Non-Operating Revenues</b>					
8 Capital Impact Fees	50,000	227,600	75,000	(152,600)	-67%
9 Water Availability Assessment	580,400	580,400	592,000	11,600	2%
10 Interest Revenue	12,200	52,100	53,100	1,000	2%
11 Other Penalties	28,700	20,200	20,600	400	2%
12 Reimbursed Expenses	5,000	77,500	5,000	(72,500)	-94%
13 Miscellaneous Non-Operating Revenue	10,000	16,100	10,000	(6,100)	-38%
<b>14 Total Non-Operating Revenues</b>	<b>686,300</b>	<b>973,900</b>	<b>755,700</b>	<b>(218,200)</b>	<b>-22%</b>
<b>15 Total Revenues</b>	<b>6,829,600</b>	<b>6,363,000</b>	<b>6,682,300</b>	<b>319,300</b>	<b>5%</b>
<b>16 Operating Expenses</b>					
<b>17 Source of Supply</b>					
18 Labor & Benefits	15,000	4,500	4,900	400	9%
19 Direct Expenses	449,600	451,100	477,300	26,200	6%
<b>20 Total Source of Supply</b>	<b>464,600</b>	<b>455,600</b>	<b>482,200</b>	<b>26,600</b>	<b>6%</b>
<b>21 Pumping</b>					
22 Labor & Benefits	8,200	900	1,400	500	56%
23 Direct Expenses	139,700	178,100	188,500	10,400	6%
<b>24 Total Pumping</b>	<b>147,900</b>	<b>179,000</b>	<b>189,900</b>	<b>10,900</b>	<b>6%</b>
<b>25 Transmission &amp; Distribution</b>					
26 Labor & Benefits	1,346,300	1,117,800	1,276,700	158,900	14%
27 Direct Expenses	397,300	409,700	430,200	20,500	5%
<b>28 Total Transmission &amp; Distribution</b>	<b>1,743,600</b>	<b>1,527,500</b>	<b>1,706,900</b>	<b>179,400</b>	<b>12%</b>
<b>29 Treatment Wells</b>					
30 Labor & Benefits	72,800	84,400	88,600	4,200	5%
31 Direct Expenses	45,200	39,100	41,100	2,000	5%
<b>32 Total Treatment Wells</b>	<b>118,000</b>	<b>123,500</b>	<b>129,700</b>	<b>6,200</b>	<b>5%</b>
<b>33 Treatment Facility</b>					
34 Labor & Benefits	283,200	188,100	197,100	9,000	5%
35 Direct Expenses	530,100	484,800	430,900	(53,900)	-11%
<b>36 Total Treatment Facility</b>	<b>813,300</b>	<b>672,900</b>	<b>628,000</b>	<b>(44,900)</b>	<b>-7%</b>
<b>37 Customer Accounts</b>					
38 Labor & Benefits	336,700	327,600	324,900	(2,700)	-1%
39 Direct Expenses	93,200	81,200	85,300	4,100	5%
<b>40 Total Customer Accounts</b>	<b>429,900</b>	<b>408,800</b>	<b>410,200</b>	<b>1,400</b>	<b>0%</b>
<b>41 General &amp; Administration</b>					
42 Labor & Benefits	483,600	476,100	532,300	56,200	12%



# Twentynine Palms Water District

## Proposed Budget Detail

### Fiscal Year 2023/24

Schedule B

	A	B	C	D	E
	Adopted Budget 2022/23	Projected Year-End 2022/23	Proposed Budget 2023/24	\$ Difference (C - B)	% Difference (D / B)
43 Outside Services	331,600	396,100	437,000	40,900	10%
44 Direct Expenses	345,500	325,400	375,900	50,500	16%
<b>45 Total General &amp; Administration</b>	<b>1,160,700</b>	<b>1,197,600</b>	<b>1,345,200</b>	<b>147,600</b>	<b>12%</b>
<b>46 Total District Labor (Informational)</b>	<b>1,795,100</b>	<b>1,559,300</b>	<b>1,722,800</b>	<b>163,500</b>	<b>10%</b>
<b>47 Total District Benefits (Informational)</b>	<b>791,000</b>	<b>673,400</b>	<b>737,800</b>	<b>64,400</b>	<b>10%</b>
<b>48 Payouts &amp; Retiree Medical</b>					
49 Vacation / Sick Payouts	114,800	76,300	70,500	(5,800)	-8%
50 Retiree Medical	32,300	18,800	31,500	12,700	68%
<b>51 Total Payouts &amp; Retiree Medical</b>	<b>147,100</b>	<b>95,100</b>	<b>102,000</b>	<b>6,900</b>	<b>7%</b>
<b>52 Board of Directors</b>					
53 Director Fees	17,000	9,500	15,000	5,500	58%
54 Direct Expenses	15,500	5,600	15,500	9,900	177%
<b>55 Total Board of Directors</b>	<b>32,500</b>	<b>15,100</b>	<b>30,500</b>	<b>15,400</b>	<b>102%</b>
<b>56 Total Operating Expenses</b>	<b>5,057,600</b>	<b>4,675,100</b>	<b>5,024,600</b>	<b>349,500</b>	<b>7%</b>
<b>57 Non-Operating Expenses</b>					
<b>58 Debt Service</b>					
59 Debt Principal Payments	201,500	201,500	207,700	6,200	3%
60 Interest Expense / Issuance Costs	42,000	42,000	35,800	(6,200)	-15%
<b>61 Total Debt Service</b>	<b>243,500</b>	<b>243,500</b>	<b>243,500</b>	<b>-</b>	<b>0%</b>
62 CalPERS UAL Payment (Required)	235,500	235,500	221,900	(13,600)	-6%
63 Pension & OPEB Trust Contribution	146,100	150,000	154,500	4,500	3%
64 Transfers In - Special Revenue Fund	(146,100)	(150,000)	(154,500)	(4,500)	3%
65 Election Expense	50,000	-	-	-	0%
<b>66 Total Non-Operating Expenses</b>	<b>529,000</b>	<b>479,000</b>	<b>465,400</b>	<b>(13,600)</b>	<b>-3%</b>
<b>67 Total Expenses</b>	<b>5,586,600</b>	<b>5,154,100</b>	<b>5,490,000</b>	<b>335,900</b>	<b>7%</b>
<b>68 Net Revenues Available to Fund CIP</b>	<b>1,243,000</b>	<b>1,208,900</b>	<b>1,192,300</b>	<b>(16,600)</b>	<b>-1%</b>
69 District Projects	(593,600)	(33,700)	(504,900)		
70 Capital Improvement Projects	(1,829,800)	(600)	(1,809,400)		
71 Repair, Rehabilitation, & Maintenance	(1,030,000)	(39,800)	(764,600)		
72 Capital Outlay	(435,000)	(230,500)	(538,800)		
<b>73 Increase/(Decrease) In Fund Balance</b>	<b>\$ (2,645,400)</b>	<b>\$ 904,300</b>	<b>\$ (2,425,400)</b>		



# Twentynine Palms Water District

## Proposed Budget - Capital Plan

### Fiscal Year 2023/24

Schedule C

	A	B	C	D	E = C+D	F	G
	Adopted Budget 2022/23	Projected Year-End 2022/23	Carryover Budget 2021/22	Budget Addition / (Deletion)	Proposed Budget 2023/24	Projected 2024/25	Projected 2025/26
<b>1 District Projects</b>							
2 Treatment Feasibility & Exploration Costs	\$ 100,000	\$ 7,900	\$ 92,100	\$ (25,000)	\$ 67,100	\$ 100,000	\$ -
3 Salt Nutrient Monitoring Wells/Sampling	100,000	9,500	90,500	(25,000)	65,500	100,000	-
4 USGS Study/Feasibility Study	100,000	-	100,000	-	100,000	100,000	-
5 Centralized Sewer Plan/Groundwater Analysis	100,000	7,700	92,300	-	92,300	-	50,000
6 Master Plan Updates	100,000	-	100,000	-	100,000	-	-
7 Campbell Reservoir Land Acquisition	40,000	-	40,000	(5,000)	35,000	-	-
8 Standard Drawings Update	25,000	-	25,000	-	25,000	-	-
9 Asset Management Plan	20,000	-	20,000	-	20,000	-	-
10 Vulnerability/Supply Assessment	8,600	8,600	-	-	-	-	-
<b>11 Total District Projects</b>	<b>593,600</b>	<b>33,700</b>	<b>559,900</b>	<b>(55,000)</b>	<b>504,900</b>	<b>300,000</b>	<b>200,000</b>
<b>12 Capital Improvement Plan</b>							
13 Chromium VI and Flouride for Well 11B	1,300,000	-	1,300,000	-	1,300,000	-	-
14 Fluoride Variance (Expiring) - TP2/W12/W16	100,000	-	100,000	(100,000)	-	-	-
15 Water Reservoir at Treatment Plant	-	-	-	400,000	400,000	-	-
16 Treatment Plant Bag Filter System	250,000	-	250,000	(250,000)	-	-	-
17 AMI/AMR* (see footnote)	129,800	600	129,200	(69,800)	59,400	-	-
18 Pay Meter Station Upgrade	50,000	-	50,000	-	50,000	-	-
<b>19 Total Capital Improvement Plan</b>	<b>1,829,800</b>	<b>600</b>	<b>1,829,200</b>	<b>(19,800)</b>	<b>1,809,400</b>	<b>-</b>	<b>-</b>
<b>20 Repairs, Rehabilitation, &amp; Maintenance</b>							
21 Treated Water Reservoir Coating	350,000	-	350,000	(350,000)	-	350,000	-
22 Distribution SCADA System	200,000	-	200,000	-	200,000	-	-
23 Emergency Repairs, Unspecified	100,000	-	100,000	50,000	150,000	100,000	100,000
24 Campbell Reservoir Road Paving/Seal Coating	100,000	10,400	89,600	-	89,600	-	-
25 Treatment Plant Concrete	75,000	-	75,000	(25,000)	50,000	-	-
26 Repiping/Distribution System Upgrades	50,000	-	50,000	25,000	75,000	80,000	250,000
27 Cactus Booster Station	40,000	-	40,000	-	40,000	-	-
28 Plant 6 Electrical and Well Upgrade	25,000	-	25,000	-	25,000	-	-
29 Reservoir Recoating/Cathodic Protection	20,000	-	20,000	-	20,000	175,000	-
30 Large Meter Replacement Program	20,000	-	20,000	-	20,000	-	-
31 Stockwell Booster Station	20,000	-	20,000	-	20,000	-	250,000
32 Fluoride Plant Instrument Coating/SCADA	20,000	5,000	15,000	-	15,000	25,000	200,000
33 Lupine Booster Station	10,000	-	10,000	-	10,000	-	-
34 Well/Booster Rehabilitation	-	24,400	-	-	-	-	100,000
35 Hansen Booster Station	-	-	-	50,000	50,000	-	-
<b>36 Total Repairs &amp; Maintenance</b>	<b>1,030,000</b>	<b>39,800</b>	<b>1,014,600</b>	<b>(250,000)</b>	<b>764,600</b>	<b>730,000</b>	<b>900,000</b>
<b>37 Capital Outlay</b>							
38 Equipment Shade Structure	160,000	200,000	-	-	-	-	-
39 Vehicle/Equipment Replacements	100,000	4,300	95,700	79,300	175,000	50,000	75,000
40 Computer/Technology Replacements	40,000	1,400	38,600	10,000	48,600	20,000	10,000
41 Geographic Information System (GIS)	30,000	24,800	5,200	20,000	25,200	-	-
42 Administrative Building/Office Remodel	30,000	-	30,000	30,000	60,000	10,000	-
43 Energy Efficiency Projects	30,000	-	30,000	-	30,000	-	-
44 Parking Lot Seal/Paving	25,000	-	25,000	25,000	50,000	150,000	-
45 One-Time Existing Conditions Sampling	20,000	-	-	-	-	40,000	-
46 Electric Vehicle Station	-	-	-	150,000	150,000	-	-
<b>47 Total Capital Outlay</b>	<b>435,000</b>	<b>230,500</b>	<b>224,500</b>	<b>314,300</b>	<b>538,800</b>	<b>270,000</b>	<b>85,000</b>
<b>48 Grand Total</b>	<b>\$ 3,888,400</b>	<b>\$ 304,600</b>	<b>\$ 3,628,200</b>	<b>\$ (10,500)</b>	<b>\$ 3,617,700</b>	<b>\$ 1,300,000</b>	<b>\$ 1,185,000</b>



**Twentynine Palms Water District**  
**Proposed Budget - Special Revenue Fund**  
**Fiscal Year 2023/24**

*Schedule D*

	<b>A</b>	<b>B</b>	<b>C</b>
	<b>Adopted Budget 2022/23</b>	<b>Projected Year-End 2022/23</b>	<b>Proposed Budget 2023/24</b>
1 Tower Revenues	\$ 146,100	150,000	154,500
2 Less Transfers Out To Water	(146,100)	(150,000)	(154,500)
3 <b>Ending Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**3**



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

TO:	BOARD OF DIRECTORS
DATE:	MAY 17, 2023
FROM:	MATTHEW SHRAGGE, GENERAL MANAGER
SUBJECT:	APPROVE DIRECTORS TO ATTEND CSDA (CALIFORNIA SPECIAL DISTRICT ASSOCIATION) ANNUAL CONFERENCE AND EXHIBITOR SHOWCASE

**BACKGROUND**

California Special District Association (CSDA) will be hosting their Annual Conference and Exhibitor Showcase in Monterey this year from August 28<sup>th</sup>-31<sup>st</sup>. This year's conference consists of Keynote Speakers, Breakout Sessions in various Special District topics: Capital Improvement Projects, Role of the Board, Brown Act, LAFCO (Local Agency Formation Commission), Recruitment, Finance, Cybersecurity, Changing Workplace and many other Breakout Sessions. CSDA conferences and workshops have always been a tool for Board Members and District Staff with efforts in transparency and growth of the organization.

**RECOMMENDATION**

Staff would be looking for Board Members to attend CSDA's Annual Conference and Exhibitor Showcase, along with approval for Director's daily stipend while attending conference.

4

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

**April 26, 2023 / 4:00 P.M.**

Call to Order and Roll Call

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

Pledge of Allegiance

Director Arthur led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

Retired Colonel CJ Horn, of Twentynine Palms, spoke to the professionalism of District staff and commended the General Manager, Matt Shragge, for his interview on the radio.

1. GIS Presentation by Balaji Kadaba

The Board was provided with an overview of the capabilities and proficiencies GIS will provide the District with a real-time demonstration. GIS is also available through a phone app so that designated employees would have access to the program anywhere and at any time. Reports can be customized and generated from the system. Field notes, photos, and videos can be uploaded while on site. Parcel information including size, ownership, and transactions are accessible. USA Dig Alerts can be processed through the system with automatic notifications in real time and accurate pinpointing of pipelines.

2. Approve Resolution 23-05 Amendment to Contract between the Board of Administration California Public Employees' Retirement System and the Board of Directors of the Twentynine Palms Water District

Staff recommends approving Resolution 23-05 as it is the final process in terminating the Fire Safety Plan.

Director Horn made a motion to approve Resolution 23-05 amendment to contract between the Board of Administration California Public Employees' Retirement System and the Board of Directors of the Twentynine Palms Water District, seconded by Director Arthur, and approved by the following roll call vote:

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

3. Consideration of Resolution 23-06 Amedning the Late Fee Waiver Policy

At the previous Board meeting, Staff was asked to bring this waiver back after the Board agreed to change the four year stipulation to eighteen months.

Director Horn made a motion to approve Resolution 23-06 amending the Late Fee Waiver Policy, seconded by Director Arthur, and approved by the following roll call vote:

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

4. Review Proposals and Award Bid for Shade Structure Assembly

Staff recommends accepting the lowest bid from S.R. Building Inc. All bids included prevailing wages. It was noted that \$160,000 was set aside for the entire project, and this will put the project \$38,412.00 over budget.

Director Horn made a motion to award the contract to S.R. Building Inc. in the amount of \$106,000, seconded by Director Arthur, and approved by the following roll call vote:

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

5. Consideration to Accept Mainline Extension

Staff recommends accepting the Desert Knoll mainline extension. The contractor met the District standards and specifications for the installation of the extension.

Director Arthur made a motion to accept the Desert Knoll mainline extension seconded by Director Horn, and approved by the following roll call vote:

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

6. Consent Calendar

- Minutes of a Regular Meeting held on March 22, 2023
- Audit List

Director Horn, moved to approve the Minutes and Audit List, seconded by Director Arthur, and approved unanimously by all those present. Directors Giannini and Leazer were absent.

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

None

8. Management Reports

8.1 Maintenance

Mike Minatrea reported that the District responded to 119 Underground Service Alerts, had 4 water main leaks, 0 water meter leaks, 1 service line leak, 1 fire hydrant repair/maintenance, installed 1 new service, replaced 6 customer gate valves, performed 0 leak audits, painted 29 fire hydrants, performed 6 customer

pressure checks, replaced 1 water meter, Tested and exercised emergency generators and sounded wells for March. 0 water waste inquiries were received. 0 AMI/AMR meters were replaced. There was a total of 788 work orders that were processed during the month. Shutoffs and green door hanger notices have decreased since monthly billing was implemented.

8.2 Water Quality

Robert Shelton reported water production was down 31.10% as compared to the same month in 2013. 40 routine and 15 special water samples were taken. All routine samples tested negative for Colilert. The fluoride variance of 3.0 mg/L will expire in March of 2023. All current wells meet the 2.0 mg/L standard fluoride variance set by the State Water Resource Control Board. All samples tested were below the variance.

8.3 Finance

Cindy Byerrum was absent. Matt reported the budget is at 67% for the year. Water sales are trending down, but capital impact fees have increased.

8.4 General Manager

Matt recognized Tim Goemio for 35 years of service. An employee recognition luncheon will take place in May for those employees celebrating employment milestones. Matt was on the Up Close show on the radio.

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

None

10. Adjournment

On motion by Director Horn, seconded by Director Arthur, and approved by the Board, the meeting was adjourned at: 4:52 p.m.

\_\_\_\_\_  
Bob Coghill, Vice President  
Board of Directors

Attest:

\_\_\_\_\_  
Matthew Shragge, Board Secretary  
Twentynine Palms Water District

# Twentynine Palms Water District

**Check Date Range:** 4/1/2023 thru 4/30/2023

Ck No	Ck Date	Payable To	Ck Amt	Ck Detail	GL Acct No	Description
80780	04/12/2023	ACWA/JPIA	32,492.65	2,457.52	100-310-0000-5144	Health Benefits May 2023
				1,784.66	100-310-0000-5141	Health Benefits May 2023
				27,755.97	100-310-0000-5140	Health Benefits May 2023
				494.50	100-310-0000-5142	Health Benefits May 2023
80784	04/12/2023	Customer Refund	375.55	125.00	100-000-0000-2000	Refund Check 027108-000, 71165 Valle Vista Road
				100.55	100-000-0000-2000	Refund Check 027108-000, 71165 Valle Vista Road
				100.00	100-000-0000-2000	Refund Check 027108-000, 71165 Valle Vista Road
				50.00	100-000-0000-2000	Refund Check 027108-000, 71165 Valle Vista Road
40394	04/12/2023	Customer Refund	171.72	85.86	100-000-0000-2000	Refund Check 029695-000, 7003 Ivanpah Avenue
				85.86	100-000-0000-2000	Refund Check 029695-000, 7003 Ivanpah Avenue
40396	04/12/2023	Customer Refund	70.03	35.02	100-000-0000-2000	Refund Check 022298-000, 69060 Pioneer Trail
				35.01	100-000-0000-2000	Refund Check 022298-000, 69060 Pioneer Trail
60597	04/12/2023	Autozone Inc.	52.40	19.69	100-130-0000-5220	Shop Supplies-Car Cleaning Supplies.
				8.00	100-130-0000-5220	Shop Supplies-Wheel Bearing Grease.
				24.71	100-130-0000-5220	Shop Supplies-Car Wash Items.
40400	04/12/2023	Customer Refund	268.50	179.50	100-130-0000-5226	Boot Reimbursement
				89.00	100-130-0000-5242	Class A Permit test reimbursement
40402	04/12/2023	Customer Refund	137.37	68.68	100-000-0000-2000	Refund Check 028751-000, 74767 Sunrise Drive
				68.69	100-000-0000-2000	Refund Check 028751-000, 74767 Sunrise Drive
20202	04/12/2023	Best Best & Krieger	1,557.00	1,557.00	100-600-0000-5403	Professional Services March 2023
40406	04/12/2023	Beyond Software Solutions	1,455.00	455.00	100-600-0000-5406	IT Consulting
				1,000.00	100-600-0000-5406	IT Consulting
20204	04/12/2023	Blue Diamond Materials	1,522.12	1,522.12	100-130-0000-5406	Load Of Cold Mix. 16.30 Tons.
60615	04/12/2023	Customer Refund	87.53	50.00	100-000-0000-2000	Refund Check 029318-000, 72183 El Paseo Drive
				18.76	100-000-0000-2000	Refund Check 029318-000, 72183 El Paseo Drive
				18.77	100-000-0000-2000	Refund Check 029318-000, 72183 El Paseo Drive
40412	04/12/2023	Builders Supply - 29 Palms	26.63	8.40	100-130-0000-5220	Rust-Oleum Paint
				18.23	100-130-0000-5220	Doug Fir/Larch 2x4x4 Luckie Ave Concrete Patch
40414	04/12/2023	Burrtec Waste & Recycling Svcs	248.89	75.22	100-150-0000-5406	Plant
				173.67	100-600-0000-5406	Hatch

# Twentynine Palms Water District

**Check Date Range:** 4/1/2023 thru 4/30/2023

20208	04/12/2023	Business Radio Licensing	110.00	110.00	100-130-0000-5303	FCC License renewal
40418	04/12/2023	Customer Refund	53.55	26.77	100-000-0000-2000	Refund Check 024730-000, 6016 Aztec Avenue
				26.78	100-000-0000-2000	Refund Check 024730-000, 6016 Aztec Avenue
40420	04/12/2023	Customer Refund	111.39	55.69	100-000-0000-2000	Refund Check 029635-000, 5580 Palo Verde Avenue
				55.70	100-000-0000-2000	Refund Check 029635-000, 5580 Palo Verde Avenue
60633	04/12/2023	Desert Hardware	33.78	21.58	100-130-0000-5406	SCH40 PVC 2" MPT PLUG
				9.01	100-130-0000-5406	Extension Cord
				3.19	100-130-0000-5406	PVC SCH40 Elbow 45
20212	04/12/2023	Eide Bailly LLP	6,862.50	6,862.50	100-600-0000-5401	Consulting Services Retainer Feb 2023
40426	04/12/2023	Ellison Systems Inc. Shoplet.Com	259.77	251.55	100-600-0000-5301	Office Supplies
				8.22	100-600-0000-5301	Office Supplies
40428	04/12/2023	Customer Refund	67.87	41.95	100-000-0000-2000	Refund Check 008663-000, 7175 Shoshone Valley
				25.92	100-000-0000-2000	Refund Check 008663-000, 7175 Shoshone Valley
20215	04/12/2023	Frontier Communications	187.40	187.40	100-150-0000-5203	Plant
40432	04/12/2023	Customer Refund	34.02	17.01	100-000-0000-2000	Refund Check 026961-000, 72240 Sunnvale Drive
				17.01	100-000-0000-2000	Refund Check 026961-000, 72240 Sunnvale Drive
20217	04/12/2023	Hi-Grade Materials Co.	327.79	327.79	100-130-0000-5220	Concrete Repair at Luckie Park Slab. Main Line Leak.
20218	04/12/2023	Customer Refund	185.65	185.65	100-130-0000-5226	Boot reimbursement
40438	04/12/2023	Home Depot Credit Services	1,581.33	552.90	100-150-0000-5220	Charges
				1,028.43	100-130-0000-5220	Charges
242640	04/12/2023	Inland Water Works	7,731.49	264.53	100-000-0000-1499	ANGLE METER 3/4 in COMP CORP
				264.52	100-000-0000-1499	ANGLE METER 3/4 in COMP AMS
				264.53	100-000-0000-1499	ANGLE METER 3/4 in COMP AMS
				544.03	100-000-0000-1499	ADAPTER 6 in P/O X FLANGE
				2,145.18	100-000-0000-1499	GATE VALVE 6 in P/O X FLANGE
				701.86	100-000-0000-1499	6 in HYMAX COUPLING
				905.99	100-000-0000-1499	6 in C 900 PIPE
				33.31	100-000-0000-1499	6 in C 900 PIPE
				939.36	100-000-0000-1499	6 in C 900 PIPE
				701.86	100-000-0000-1499	6 in HYMAX COUPLING
				264.46	100-000-0000-1499	6 " DI UT X XFLG TEE 135746
				701.86	100-000-0000-1499	6 in HYMAX COUPLING

# Twentynine Palms Water District

**Check Date Range:** 4/1/2023 thru 4/30/2023

60663	04/12/2023	Kennedy/Jenks Consultants	4,826.25	937.50	100-600-0000-5412	Professional Services 03/31/2023
				527.50	100-800-0000-6001	Professional Services 07/01/2022
				3,361.25	100-800-0000-6001	Professional Services 10/28/2022
40444	04/12/2023	Customer Refund	38.35	19.17	100-000-0000-2000	Refund Check 026412-000, 4789 Sunmore Parkway
				19.18	100-000-0000-2000	Refund Check 026412-000, 4789 Sunmore Parkway
182007	04/12/2023	Legend Pump & Well Service	35,730.00	1,720.00	100-850-0000-6001	Submersible Cable
				1,440.00	100-850-0000-6001	2-4" Check Valve
				5,790.00	100-850-0000-6001	30HP Hatichi 6" Motor
				800.00	100-850-0000-6001	Sandblst Powder Coat Discharge Head
				1,250.00	100-850-0000-6001	New Cooling Line
				1,500.00	100-850-0000-6001	Shop Labor Prep, Splice Cable and Load Equipment
				8,980.00	100-850-0000-6001	WELL #15 Replace column pipe, 16-4" x 20" T&C NPT Column Pipe
				6,300.00	100-850-0000-6001	Field Labor To Install New Pump And Start up. Well#15
				7,950.00	100-850-0000-6001	New Bowl Assembly 200GPM
60672	04/12/2023	Customer Refund	69.33	9.67	100-000-0000-2000	Refund Check 029832-000, 6141 Daisy Avenue
				9.66	100-000-0000-2000	Refund Check 029832-000, 6141 Daisy Avenue
				50.00	100-000-0000-2000	Refund Check 029832-000, 6141 Daisy Avenue
40450	04/12/2023	McMaster-Carr Supply Co.	576.82	275.83	100-150-0000-5220	Pleated Panel Air Filters, 2" Thick, 24x24 Trade Size Pack Of 12
				300.99	100-130-0000-5222	Veh. #40-Locking Pins.
60678	04/12/2023	Customer Refund	101.71	50.00	100-000-0000-2000	Refund Check 029563-000, 1282 Morongo Road
				25.86	100-000-0000-2000	Refund Check 029563-000, 1282 Morongo Road
				25.85	100-000-0000-2000	Refund Check 029563-000, 1282 Morongo Road
20227	04/12/2023	Minolta Business Systems	253.65	253.65	100-600-0000-5223	02/23/2023 - 03/22/2023
20228	04/12/2023	MM Internet, Inc.	143.69	143.69	100-600-0000-5203	04/01/2023 - 05/01/2023
20229	04/12/2023	Napa Auto Parts	106.53	106.53	100-130-0000-5222	Veh. #76-Hydraulic Reservoir Cap.
20230	04/12/2023	Nobel Systems, Inc.	12,400.00	12,400.00	100-875-0000-6001	GIS Data Conversion
182079	04/12/2023	O'Reilly Automotive Inc.	655.01	32.30	100-130-0000-5220	Shop Suppies-Diesel Fuel Stabilizer.
				66.83	100-130-0000-5222	Parts
				52.14	100-130-0000-5222	Veh. #39-Purge Soleniod.
				64.62	100-130-0000-5220	Shop Suppies-Diesel Fuel Stabilizer.
				20.82	100-130-0000-5222	Veh. #21-Purge Soleniod.
				129.21	100-130-0000-5220	Shop Suppies-Diesel Fuel Stabilizer.



# Twentynine Palms Water District

**Check Date Range:** 4/1/2023 thru 4/30/2023

				(64.62)	100-130-0000-5220	Shop Supplies-Fuel Treatment.
				84.19	100-130-0000-5222	Veh. #29-Clearance Lamps.
				269.52	100-130-0000-5220	Shop Supplies-Filters.
60696	04/12/2023	Ortega Strategies Group	7,500.00	2,500.00	100-600-0000-5350	Consulting March 2023
				2,500.00	100-600-0000-5350	Consulting January 2023
				2,500.00	100-600-0000-5350	Consulting February 2023
627223	04/12/2023	Pacific Western Bank	6,693.65	3,675.00	100-130-0000-5407	Charges
				269.00	100-130-0000-5220	Charges
				48.00	100-610-0000-5330	Charges
				297.14	100-130-0000-5220	Charges
				90.63	100-600-0000-5203	Charges
				193.49	100-130-0000-5303	Charges
				80.00	100-130-0000-5220	Charges
				125.56	100-130-0000-5220	Charges
				196.25	100-130-0000-5220	Charges
				40.10	100-610-0000-5330	Charges
				65.82	100-600-0000-5301	Charges
				68.36	100-600-0000-5330	Charges
				140.63	100-150-0000-5203	Charges
				(17.41)	100-130-0000-5220	Charges
				112.00	100-600-0000-5406	Charges
				16.15	100-600-0000-5406	Charges
				568.01	100-130-0000-5220	Charges
				(36.31)	100-600-0000-5408	Charges
				5.00	100-600-0000-5406	Charges
				90.63	100-600-0000-5203	Charges
				51.63	100-600-0000-5408	Charges
				9.15	100-130-0000-5220	Charges
				60.00	100-600-0000-5330	Charges
				256.56	100-130-0000-5303	Charges
				59.51	100-600-0000-5330	Charges
				118.53	100-600-0000-5303	Charges

# Twentynine Palms Water District

Check Date Range: 4/1/2023 thru 4/30/2023

				42.49	100-600-0000-5301	Charges
				(62.62)	100-600-0000-5408	Charges
				92.91	100-130-0000-5220	Charges
				5.13	100-130-0000-5220	Charges
				32.31	100-600-0000-5301	Charges
60702	04/12/2023	Parkhouse Tire Inc.	1,137.54	33.00	100-130-0000-5220	Disposal fee
				215.50	100-130-0000-5220	Shop Supplies-Tire Irons.
				889.04	100-130-0000-5222	Veh. #25-Tires.
20235	04/12/2023	Pitney Bowes Inc.	232.50	232.50	100-600-0000-5223	Postage Machine Supplies
80944	04/12/2023	Prudential Overall Supply	732.60	104.73	100-130-0000-5253	Uniforms
				290.27	100-130-0000-5253	Uniforms
				232.08	100-130-0000-5253	Uniforms
				105.52	100-130-0000-5253	Uniforms
40474	04/12/2023	Customer Refund	180.67	90.33	100-000-0000-2000	Refund Check 028982-002, 5447 Daisy Avenue
				90.34	100-000-0000-2000	Refund Check 028982-002, 5447 Daisy Avenue
40476	04/12/2023	Customer Refund	141.59	70.79	100-000-0000-2000	Refund Check 028333-000, 73842 Sunnvale Drive
				70.80	100-000-0000-2000	Refund Check 028333-000, 73842 Sunnvale Drive
20239	04/12/2023	Customer Refund	149.78	149.78	100-130-0000-5226	Boot Reimbursement
202400	04/12/2023	S.C.E.	36,121.56	17,368.52	100-150-0000-5201	Well TP-1
				2,712.72	100-110-0000-5201	Well 14
				1,606.16	100-150-0000-5201	Plant
				1,237.16	100-110-0000-5201	Well 1
				5.93	100-110-0000-5201	Donnell
				1,081.42	100-600-0000-5201	Hatch
				726.93	100-120-0000-5201	Booster H1N, H2S
				1,654.83	100-110-0000-5201	Well 16
				3,509.83	100-110-0000-5201	Well 17
				6,218.06	100-120-0000-5201	Booster TP-1
20241	04/12/2023	San Bernardino County	2.00	2.00	100-130-0000-5301	Monthly Assessor parcel map revisions April 2023
20242	04/12/2023	Satmodo LLC	164.26	164.26	100-600-0000-5203	Iridium Monthly Minute Plans
60729	04/12/2023	Customer Refund	104.14	27.07	100-000-0000-2000	Refund Check 028597-000, 5800 Wainwright Avenue
				50.00	100-000-0000-2000	Refund Check 028597-000, 5800 Wainwright Avenue

# Twentynine Palms Water District

Check Date Range: 4/1/2023 thru 4/30/2023

				27.07	100-000-0000-2000	Refund Check 028597-000, 5800 Wainwright Avenue
40488	04/12/2023	Customer Refund	143.71	71.85	100-000-0000-2000	Refund Check 028586-000, 6423 El Comino Road
				71.86	100-000-0000-2000	Refund Check 028586-000, 6423 El Comino Road
40490	04/12/2023	Customer Refund	14.58	7.29	100-000-0000-2000	Refund Check 027906-000, 6664 Split Rock Avenue
				7.29	100-000-0000-2000	Refund Check 027906-000, 6664 Split Rock Avenue
20246	04/12/2023	SoCal JCB	954.64	954.64	100-130-0000-5222	Veh. #82-Filters.
40494	04/12/2023	Customer Refund	136.46	68.23	100-000-0000-2000	Refund Check 029983-000, 6634 Desert Queen Avenue
				68.23	100-000-0000-2000	Refund Check 029983-000, 6634 Desert Queen Avenue
20248	04/12/2023	Springbrook Holding Company LLC	3,343.00	3,343.00	100-600-0000-5408	CivicPay Transaction Fees March 2023
20249	04/12/2023	Bob Stephenson	250.00	250.00	100-610-0000-5350	Video Recording Board Meeting
20250	04/12/2023	Terminix	187.00	187.00	100-600-0000-5406	Pest Control Services
40502	04/12/2023	Customer Refund	2.00	1.00	100-000-0000-2000	Refund Check 016799-000, 6396 Adobe Road
				1.00	100-000-0000-2000	Refund Check 016799-000, 6396 Adobe Road
40504	04/12/2023	Underground Service Alert	165.08	122.00	100-130-0000-5406	64 New Ticket Charges
				43.08	100-130-0000-5406	California State Fee for Regulatory Costs
20253	04/12/2023	Customer Refund	396.21	396.21	100-000-0000-2000	AR Refund
20254	04/12/2023	Usa Blue Book	3,727.97	3,727.97	100-110-0000-5220	Lear Pneumatic Tank Air Oil-Less Air Compressor
40510	04/12/2023	Customer Refund	163.35	81.67	100-000-0000-2000	Refund Check 029343-000, 74402 Cottonwood Drive
				81.68	100-000-0000-2000	Refund Check 029343-000, 74402 Cottonwood Drive
60768	04/26/2023	Jeff Arwick	53,520.00	270.00	100-130-0000-5406	Reconnect Well 15 and Check Rotation.
				52,900.00	100-875-0000-6001	100 HP-130 kW Generac Industrial Diesel Engine-Driven Generator
				350.00	100-130-0000-5406	1st Quarter Quarterlies January AMP/VOLTS
20257	04/26/2023	Richard Capelli 29 Palms Fencing	6,500.00	6,500.00	100-850-0000-6001	Bill For Labor Only At Campbell Reservoir. Fence Repair.
20258	04/26/2023	ACWA/JOINT POWERS INSURANCE AUTHORITY	11,023.95	11,023.95	100-310-0000-5161	Qtr 3
20259	04/26/2023	Ansafone Contact Centers	532.85	532.85	100-160-0000-5406	Answering Service
60780	04/26/2023	Autozone Inc.	282.21	30.16	100-130-0000-5222	Veh. #21-TPMS Sensor.
				120.64	100-130-0000-5220	Shop Supplies-TPMS Sensors.
				131.41	100-130-0000-5220	Shop Supplies-Air Filters.
40522	04/26/2023	Customer Refund	172.98	86.49	100-000-0000-2000	Refund Check 030385-000, 74955 Serrano Drive
				86.49	100-000-0000-2000	Refund Check 030385-000, 74955 Serrano Drive
40524	04/26/2023	Customer Refund	91.13	45.56	100-000-0000-2000	Refund Check 012598-001, 6715 National Park Drive
				45.57	100-000-0000-2000	Refund Check 012598-001, 6715 National Park Drive

# Twentynine Palms Water District

Check Date Range: 4/1/2023 thru 4/30/2023

40526	04/26/2023	Customer Refund	58.61	29.31	100-000-0000-2000	Refund Check 027427-000, 5589 Bailey Avenue
				29.30	100-000-0000-2000	Refund Check 027427-000, 5589 Bailey Avenue
60792	04/26/2023	Builders Supply - 29 Palms	37.74	9.76	100-130-0000-5220	Doug Fir/Larch 2x4x8 #2
				15.07	100-130-0000-5220	Diagonal Cutting Pliers
				12.91	100-130-0000-5220	JT Eaton Plastic Glue Mouse Trap
20265	04/26/2023	California Community Water Systems Alliance	2,500.00	2,500.00	100-600-0000-5350	CWSA April 2023 Monthly Sponsorship
40532	04/26/2023	Customer Refund	56.31	28.16	100-000-0000-2000	Refund Check 017272-000, 73439 El Paseo Drive
				28.15	100-000-0000-2000	Refund Check 017272-000, 73439 El Paseo Drive
20267	04/26/2023	Centurylink Business Services	25.11	25.11	100-600-0000-5203	Hatch
40536	04/26/2023	Customer Refund	165.93	82.97	100-000-0000-2000	Refund Check 028812-000, 7465 North Star Avenue
				82.96	100-000-0000-2000	Refund Check 028812-000, 7465 North Star Avenue
40538	04/26/2023	County Of San Bernardino	1,151.44	656.94	100-150-0000-5406	Treatment Plant Waste Media Change Out.
				494.50	100-150-0000-5406	Treatment Plant Waste Media Change Out.
40540	04/26/2023	Customer Refund	27.25	13.63	100-000-0000-2000	Refund Check 028047-000, 72955 Cactus Drive
				13.62	100-000-0000-2000	Refund Check 028047-000, 72955 Cactus Drive
20271	04/26/2023	Desert Hardware	18.52	18.52	100-130-0000-5220	1 1/2" x 4" Gav Nipple
40544	04/26/2023	Customer Refund	45.09	22.55	100-000-0000-2000	Refund Check 008435-000, 6829 Quail Springs
				22.54	100-000-0000-2000	Refund Check 008435-000, 6829 Quail Springs
40546	04/26/2023	Customer Refund	25.00	12.50	100-000-0000-2000	Refund Check 010642-000, 72711 Granite Lane
				12.50	100-000-0000-2000	Refund Check 010642-000, 72711 Granite Lane
40548	04/26/2023	Customer Refund	161.14	80.57	100-000-0000-2000	Refund Check 029602-000, 7606 Saladin Avenue
				80.57	100-000-0000-2000	Refund Check 029602-000, 7606 Saladin Avenue
20275	04/26/2023	Eide Bailly LLP	6,693.75	6,693.75	100-600-0000-5401	Consulting Services Retainer - March 2023
20276	04/26/2023	Ellison Systems Inc. Shoplet.Com	35.99	35.99	100-600-0000-5301	Office Supplies
40554	04/26/2023	Customer Refund	111.65	46.11	100-000-0000-2000	Refund Check 026635-000, 6963 Utah Trail
				65.54	100-000-0000-2000	Refund Check 026635-000, 6963 Utah Trail
20278	04/26/2023	Customer Refund	250.00	250.00	100-130-0000-5226	Safety Boot Reimbursement
40558	04/26/2023	Frontier Communications	336.51	187.40	100-150-0000-5203	Plant
				149.11	100-600-0000-5203	Hatch
40560	04/26/2023	Customer Refund	174.13	87.07	100-000-0000-2000	Refund Check 029919-000, 72454 Sun Valley Drive
				87.06	100-000-0000-2000	Refund Check 029919-000, 72454 Sun Valley Drive
40562	04/26/2023	Customer Refund	66.71	33.36	100-000-0000-2000	Refund Check 015045-000, 72345 Foothill Drive

# Twentynine Palms Water District

Check Date Range: 4/1/2023 thru 4/30/2023

				33.35	100-000-0000-2000	Refund Check 015045-000, 72345 Foothill Drive
40564	04/26/2023	Customer Refund	42.77	21.39	100-000-0000-2000	Refund Check 017924-000, 74697 Baseline
				21.38	100-000-0000-2000	Refund Check 017924-000, 74697 Baseline
20283	04/26/2023	Grainger	473.33	473.33	100-150-0000-5220	Test Kit, Arsenic 3 to 80 UG/L
40568	04/26/2023	Customer Refund	176.52	88.26	100-000-0000-2000	Refund Check 028445-000, 74690 Serrano Drive
				88.26	100-000-0000-2000	Refund Check 028445-000, 74690 Serrano Drive
40570	04/26/2023	Customer Refund	119.53	59.76	100-000-0000-2000	Refund Check 029444-000, 6137 Mariposa Avenue
				59.77	100-000-0000-2000	Refund Check 029444-000, 6137 Mariposa Avenue
40572	04/26/2023	Customer Refund	190.06	95.03	100-000-0000-2000	Refund Check 022136-004, 71645 Juanita Drive
				95.03	100-000-0000-2000	Refund Check 022136-004, 71645 Juanita Drive
40574	04/26/2023	Customer Refund	178.94	89.47	100-000-0000-2000	Refund Check 008681-008, 70057 Cottonwood Drive
				89.47	100-000-0000-2000	Refund Check 008681-008, 70057 Cottonwood Drive
20288	04/26/2023	Hi-Grade Materials Co.	561.12	561.12	100-130-0000-5406	Luckie Park Concrete
40578	04/26/2023	Customer Refund	181.31	90.65	100-000-0000-2000	Refund Check 025939-002, 1790 Pampas Avenue
				90.66	100-000-0000-2000	Refund Check 025939-002, 1790 Pampas Avenue
40580	04/26/2023	Customer Refund	98.78	49.39	100-000-0000-2000	Refund Check 022479-009, Well 1-D Woodward Avenue
				49.39	100-000-0000-2000	Refund Check 022479-009, Well 1-D Woodward Avenue
40582	04/26/2023	Customer Refund	47.65	23.83	100-000-0000-2000	Refund Check 021990-000, 72440 Sun Valley Drive
				23.82	100-000-0000-2000	Refund Check 021990-000, 72440 Sun Valley Drive
40584	04/26/2023	Home Depot Credit Services	951.30	3.78	100-130-0000-5220	Charges
				947.52	100-130-0000-5220	Charges
40586	04/26/2023	Customer Refund	176.43	88.22	100-000-0000-2000	Refund Check 030280-000, 5970 Lupine Avenue
				88.21	100-000-0000-2000	Refund Check 030280-000, 5970 Lupine Avenue
20294	04/26/2023	Infrastructure Engineering Corporation	2,922.50	2,922.50	100-875-0000-6001	Professional Services March 2023
101475	04/26/2023	Inland Water Works	2,282.11	727.72	100-000-0000-1499	6 in HYMAX COUPLING
				498.02	100-000-0000-1499	METER TAIL BRASS 3/4 X 1 1/2
				51.72	100-000-0000-1499	GASKET TRANSITION 8 IN A/C-C900
				610.41	100-000-0000-1499	ANGLE METER 1 in CTS COMP
				394.24	100-000-0000-1499	SADDLE C-900 6 inX 1 in
40592	04/26/2023	Customer Refund	170.26	85.13	100-000-0000-2000	Refund Check 030168-000, 5406 Morongo Road
				85.13	100-000-0000-2000	Refund Check 030168-000, 5406 Morongo Road
40594	04/26/2023	Customer Refund	186.37	93.19	100-000-0000-2000	Refund Check 029701-000, 6946 Quail Springs

# Twentynine Palms Water District

Check Date Range: 4/1/2023 thru 4/30/2023

				93.18	100-000-0000-2000	Refund Check 029701-000, 6946 Quail Springs
40596	04/26/2023	Customer Refund	47.19	23.60	100-000-0000-2000	Refund Check 025416-000, 5127 Split Rock Avenue
				23.59	100-000-0000-2000	Refund Check 025416-000, 5127 Split Rock Avenue
40598	04/26/2023	Customer Refund	18.82	9.41	100-000-0000-2000	Refund Check 015182-001, 72878 Sunnyslope Drive
				9.41	100-000-0000-2000	Refund Check 015182-001, 72878 Sunnyslope Drive
40600	04/26/2023	Customer Refund	187.47	93.74	100-000-0000-2000	Refund Check 029000-000, 6198 Abronia Avenue
				93.73	100-000-0000-2000	Refund Check 029000-000, 6198 Abronia Avenue
40602	04/26/2023	Customer Refund	51.80	25.90	100-000-0000-2000	Refund Check 011319-000, 72174 Sunnyslope Drive
				25.90	100-000-0000-2000	Refund Check 011319-000, 72174 Sunnyslope Drive
20302	04/26/2023	Lawson Products	208.45	208.45	100-130-0000-5220	Shop Supplies-Nuts & Bolts
40606	04/26/2023	Customer Refund	151.00	75.50	100-000-0000-2000	Refund Check 029967-000, 6439 West Court Ave. #B
				75.50	100-000-0000-2000	Refund Check 029967-000, 6439 West Court Ave. #B
40608	04/26/2023	Customer Refund	26.20	13.10	100-000-0000-2000	Refund Check 014001-000, 71571 Sunflower Drive
				13.10	100-000-0000-2000	Refund Check 014001-000, 71571 Sunflower Drive
40610	04/26/2023	Customer Refund	53.72	26.86	100-000-0000-2000	Refund Check 028253-000, 72589 Sullivan Road
				26.86	100-000-0000-2000	Refund Check 028253-000, 72589 Sullivan Road
40612	04/26/2023	Customer Refund	174.31	87.16	100-000-0000-2000	Refund Check 027781-001, 73101 Sunnyslope Drive
				87.15	100-000-0000-2000	Refund Check 027781-001, 73101 Sunnyslope Drive
60921	04/26/2023	Customer Refund	33.90	7.94	100-000-0000-2000	Refund Check 009565-001, 4515 Sierra Way
				18.03	100-000-0000-2000	Refund Check 009565-001, 4515 Sierra Way
				7.93	100-000-0000-2000	Refund Check 009565-001, 4515 Sierra Way
40616	04/26/2023	McMaster-Carr Supply Co.	138.92	104.60	100-150-0000-5220	Single Scale Pressure Gauge With Plastic Case 160 psi.
				34.32	100-130-0000-5220	Shop Supplies-Velcro.
60927	04/26/2023	Merit Oil	16,228.73	6,593.41	100-000-0000-1401	1000 Gallon Of Diesel #2 Clear
				9,608.32	100-000-0000-1401	2400 Gallon Of 87 Octane Unleaded
				27.00	100-000-0000-1401	\$27.00 Fuel Surcharge
40620	04/26/2023	Customer Refund	26.57	13.29	100-000-0000-2000	Refund Check 005459-001, 1071 Miller Lane
				13.28	100-000-0000-2000	Refund Check 005459-001, 1071 Miller Lane
40622	04/26/2023	NorthStar Chemical	23,783.06	10,700.22	100-150-0000-5211	Load Of Acid NSF 60 3,200 Gallon
				13,082.84	100-150-0000-5211	Load Of Caustic 50% Na OH 3,750 Gallons NSF60
40624	04/26/2023	O'Reilly Automotive Inc.	43.83	13.12	100-130-0000-5220	Shop Supplies-Electrical Connectors.
				30.71	100-130-0000-5220	Shop Supplies-Wire Loom.

# Twentynine Palms Water District

**Check Date Range:** 4/1/2023 thru 4/30/2023

60939	04/26/2023	Palm Springs Motors Inc.	46.61	30.66	100-130-0000-5222	Veh. #21-Windshield Washer Pump w/Seal.
				17.82	100-130-0000-5222	Veh. #77-Tail Gate Button.
				(1.87)	100-130-0000-5222	Veh. #12-Seal.
81256	04/26/2023	Prudential Overall Supply	625.03	105.52	100-130-0000-5253	Uniforms
				169.40	100-130-0000-5253	Uniforms
				105.52	100-130-0000-5253	Uniforms
				244.59	100-130-0000-5253	Uniforms
40630	04/26/2023	Customer Refund	183.63	91.81	100-000-0000-2000	Refund Check 030363-000, 5153 Utah Trail
				91.82	100-000-0000-2000	Refund Check 030363-000, 5153 Utah Trail
40632	04/26/2023	Customer Refund	155.15	77.58	100-000-0000-2000	Refund Check 016630-002, 6329 Smoke Tree Avenue
				77.57	100-000-0000-2000	Refund Check 016630-002, 6329 Smoke Tree Avenue
121902	04/26/2023	S.C.E.	8,070.28	1,811.32	100-120-0000-5201	Booster Sullivan
				1,886.41	100-120-0000-5201	Booster Two Mile
				2,491.66	100-120-0000-5201	Booster Lupine
				65.10	100-120-0000-5201	D.H. Resv. & Hydro
				655.79	100-110-0000-5201	Well 11
				1,160.00	100-120-0000-5201	Booster 11A, 11B
20318	04/26/2023	Susan L. Simmons	1,600.00	1,600.00	100-600-0000-5406	Janitorial Services May 2023
40638	04/26/2023	Customer Refund	20.65	10.32	100-000-0000-2000	Refund Check 026385-000, 74107 Cactus Wren Court
				10.33	100-000-0000-2000	Refund Check 026385-000, 74107 Cactus Wren Court
20320	04/26/2023	Sturdivan Emergency Management Consulting	3,424.00	3,424.00	100-600-0000-5406	Emergency Communicator tool 5/31/23 - 06/01/24
20321	04/26/2023	Tom Dodson & Associates	1,159.65	1,159.65	100-130-0000-5406	Roche DT Survey
20322	04/26/2023	TPX Communications	373.20	373.20	100-600-0000-5203	Hatch
40646	04/26/2023	Customer Refund	27.19	13.60	100-000-0000-2000	Refund Check 023607-000, 5451 Abronia Avenue
				13.59	100-000-0000-2000	Refund Check 023607-000, 5451 Abronia Avenue
40648	04/26/2023	Customer Refund	41.86	20.93	100-000-0000-2000	Refund Check 028193-000, 69265 Cactus Drive
				20.93	100-000-0000-2000	Refund Check 028193-000, 69265 Cactus Drive
40650	04/26/2023	Usa Blue Book	1,250.00	374.59	100-150-0000-5220	TISAB II 4 Liters, 1/4" Tubing
				875.41	100-150-0000-5220	Ricca Fluoride Standard 10ppm w/TISAB
20326	04/26/2023	Verizon Wireless	465.02	465.02	100-600-0000-5203	Wireless
40654	04/26/2023	Customer Refund	48.40	24.20	100-000-0000-2000	Refund Check 008456-000, 6737 Quail Springs
				24.20	100-000-0000-2000	Refund Check 008456-000, 6737 Quail Springs

# Twentynine Palms Water District

**Check Date Range:** 4/1/2023 thru 4/30/2023

40656	04/26/2023	Western Pump, Inc.	1,517.64	542.64	100-130-0000-5406	Outside Services-Automotive Lift Inspection/Certification.
				975.00	100-130-0000-5406	Fuel Tank Annual Inspection
40658	04/26/2023	Customer Refund	155.62	77.81	100-000-0000-2000	Refund Check 020275-004, 71531 Sunnyside Drive
				77.81	100-000-0000-2000	Refund Check 020275-004, 71531 Sunnyside Drive
40660	04/26/2023	Customer Refund	190.15	95.08	100-000-0000-2000	Refund Check 017880-039, 5904 Wainwright Avenue
				95.07	100-000-0000-2000	Refund Check 017880-039, 5904 Wainwright Avenue
40662	04/26/2023	Customer Refund	181.31	90.66	100-000-0000-2000	Refund Check 016126-003, 7414 North Star Avenue
				90.65	100-000-0000-2000	Refund Check 016126-003, 7414 North Star Avenue
40664	04/26/2023	Customer Refund	191.16	95.58	100-000-0000-2000	Refund Check 017880-037, 7425 Kellogg Avenue
				95.58	100-000-0000-2000	Refund Check 017880-037, 7425 Kellogg Avenue
20333	04/26/2023	Customer Refund	55.07	55.07	100-000-0000-2000	Refund Check 025459-000, 5636 Marinosa Avenue
			<b>Total</b>	<b>\$327,336.13</b>		



6

# 6.1

**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: Mike Minatrea, Maintenance Superintendent**

**DATE: May 10, 2023**

**SUBJECT: Management Report**

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**A. The Operations and Maintenance Department performed the following tasks during the month of April 2023:**

1. Responded to 160 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 4 new services
4. Replaced 6 customer gate valves
5. Performed 6 leak audits
6. Painted 62 fire hydrants
7. Performed 4 customer pressure checks
8. Replaced 1 water meter
9. Tested and exercised emergency generators
10. Sounded wells for April
11. 0 water waste inquiries were reported
12. Replaced 1 AMI/AMR meter

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

1. 530 work orders were generated from reading meters
2. 37 work orders were generated from billing variance list
3. 164 work orders were generated for turn on or turn off
4. 275 termination notices were distributed
5. 26 non-pay turn offs were performed
6. 0 extensions were granted
7. 0 extensions were shut off for non-payment
8. 4 payment schedules have been granted
9. 1 payment schedule failed
10. 6 customer requests and 4 inquiries were logged and investigated

**C. Valve and Hydrant Maintenance Update**

	Valves Exercised (Began 07/21)	Dead Ends Flushed (Began 1/23)
Current Month	88	49
Year to Date	*3,029	148

\*Biennial cycle

# Twentynine Palms Water District Maintenance Report

FY 2022/23

	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	162	7	19	46	545	58	8	4	0			
August	106	9	0	45	667	80	13	8	1	7,729	7,944	-2.71%
Sept.	134	7	0	55	1007	17	17	7	0			
October	93	10	0	64	755	55	7	2	1	N/A	N/A	
Nov.	73	6	26	52	851	158	3	1	1			
Dec.	69	6	0	37	659	264	9	1	0		7,927	
Jan.	119	2	10	57	840	100	3	3	1			
Feb.	147	4	40	46	766	207	4	1	0	N/A	N/A	
March	119	0	29	36	788	302	6	1	4			
April	160	6	62	26	731	88	6	4	0		7,833	
May												
June										N/A	N/A	
<b>Totals</b>	<b>1182</b>	<b>57</b>	<b>186</b>	<b>464</b>	<b>7609</b>	<b>1329</b>	<b>76</b>	<b>32</b>	<b>8</b>			

**Total Connections in District= 8,433**

# 6.2

**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: Robert Shelton, Treatment/Production Superintendent**

**DATE: May 10, 2023**

**SUBJECT: Management Report**

---

**1. ENGINEERING**

A. No items to report.

**2. WATER QUALITY**

- A. Chlorine Levels: Average levels maintained in the storage and distribution system ranged from a low of 0.09 mg/L to a high of 0.92 mg/L. Chlorination point (the point where chlorine is introduced into the distribution system) averages ranged from 0.07 mg/L to .65 mg/L.
- B. Bacteria Samples: A total of 40 routine bacteria samples were collected at test points for the storage and distribution system during this past month. In addition 15 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 .73 mg/L to a high of 1.6 mg/L. Fluoride measurements collected at the wells ranged from a low of 0.75 to a high of 1.7 mg/L.
- D. General Physical: A total of 12 general physical samples were collected from established locations as a part of routine testing requirements. Levels reported for color are <3.0, 1 for threshold odor and <0.10- 0.47 for turbidity.

**TWENTYNINE PALMS WATER DISTRICT**  
**Water Production Report**  
**FY 2022/23**

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	125.721	92.503	20.663	19.744	258.631	302.663	-14.55%	-16.55%		
August	135.383	74.591	15.906	12.611	238.491	288.603	-17.36%	-18.39%		
Sept.	120.437	62.198	18.317	16.123	217.075	251.352	-13.64%	-11.31%		
October	99.573	69.525	19.165	11.748	200.011	211.466	-5.41%	-7.35%		
Nov.	86.444	59.496	18.685	12.013	176.638	188.125	-6.10%	-5.59%		
Dec.	84.173	54.161	17.765	6.711	162.810	170.803	-4.67%	-1.15%		
Jan.	73.919	60.051	18.896	1.776	154.642	159.786	-3.21%	-18.67%		
Feb.	94.59	34.764	10.410	4.241	144.005	166.058	-13.25%	-13.46%		
March	104.158	38.738	11.140	3.187	157.223	189.390	-16.98%	-27.95%		
April	112.138	53.945	17.583	3.541	187.207	206.744	-9.44%	-33.35%		
May					0.000					
June					0.000					
<b>Totals</b>	<b>1036.536</b>	<b>599.972</b>	<b>168.530</b>	<b>91.695</b>	<b>1896.733</b>	<b>2134.990</b>	<b>-11.16%</b>			

Production Totals Expressed in Acre Feet

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

**10.672**

acre feet =

**1.02%**

# 6.3



**TWENTYNINE PALMS WATER DISTRICT**

**FINANCIAL REPORT**

**For The Month Of**

**March 2023**

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



**TwentyNine Palms Water District**  
**Statement of Investments and Reserves**  
**For the Period Ending March 31, 2023**  
**(Unaudited)**

<b>Operating Funds &amp; Internal Reserves- LAIF:</b>	<b>Prior Balance</b>	<b>Deposits</b>	<b>Disbursements</b>	<b>Current Balance</b>	<b>Market</b>
Operating Funds	\$ 2,055,632	\$ -	\$ (1,932,000) *	\$ 123,632	\$ 121,964
Capital Reserve	916,827	-	-	916,827	904,459
Capital Funds for Primary Infrastructure	715,648	-	-	715,648	705,994
Capital Funds for Secondary Infrastructure	177,682	-	-	177,682	175,285
<b>Total LAIF</b>	<b>3,865,788</b>	<b>-</b>	<b>(1,932,000)</b>	<b>1,933,788</b>	<b>1,907,702</b>
Checking Account Restricted - OPEB/Pension Trust Contribution	143,000	-	-	143,000	143,000
CLASS Account- Operating Funds	-	1,932,000 *	-	1,932,000	1,932,000
Certificate of Deposit - 13 Months- September 2023	500,000	-	-	500,000	500,000
Certificate of Deposit - 7 Months- April 2023	500,000	-	-	500,000	500,000
Certificate of Deposit - 13 Months- November 2023	500,000	-	-	500,000	500,000
Certificate of Deposit - 13 Months- December 2023	500,000	-	-	500,000	500,000
<b>Total Investments</b>	<b>\$ 6,008,788</b>	<b>\$ 1,932,000</b>	<b>\$ (1,932,000)</b>	<b>\$ 6,008,788</b>	<b>\$ 5,982,702</b>

*\*Transfer to new CLASS account which yields higher interest than LAIF*

**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 District  
Statement of Revenues and Expenses  
For the Period Ending March 31, 2023  
(Unaudited)

	March 2023	YTD	Budget	YTD 75%	Prior YTD
1 Operating Revenues	\$ 406,153	\$ 4,047,821	\$ 6,143,300	66%	\$ 4,180,048
2 Non-Operating Revenues	63,410	767,845	686,300	112%	639,978
3 <b>Total Revenue Available to Fund Operations &amp; Capital</b>	<b>469,562</b>	<b>4,815,666</b>	<b>6,829,600</b>	<b>71%</b>	<b>4,820,026</b>
4 Operating Expenses	339,585	3,444,239	5,057,600	68%	3,471,062
5 Non-Operating Expenses	19,625	176,621	381,600	46%	151,721
6 Total Debt Service	122,636	243,733	243,500	100%	243,732
7 <b>Total Expenses &amp; Debt Service</b>	<b>481,845</b>	<b>3,864,592</b>	<b>5,682,700</b>	<b>68%</b>	<b>3,866,516</b>
8 <b>Net Revenues Available to Fund Capital Expenditures</b>	<b>(12,283)</b>	<b>951,074</b>	<b>1,146,900</b>	<b>83%</b>	<b>953,510</b>
9 District Projects	(3,889)	(30,618)	(593,600)	5%	(47,914)
10 CIP Projects	-	(599)	(1,829,800)	0%	(779,181)
11 Repairs & Replacement	(8,300)	(32,700)	(1,030,000)	3%	(61,995)
12 Capital Outlay	(87,172)	(137,018)	(435,000)	31%	(74,462)
<b>Sub-Total: Net Debt Proceeds / Capital</b>	<b>(99,361)</b>	<b>(200,934)</b>	<b>(3,888,400)</b>	<b>5%</b>	<b>(963,551)</b>
13 Transfers in from Special Revenue Fund	10,876	115,645	146,100	79%	105,889
14 <b>Increase (Decrease) in Fund Balance</b>	<b>\$ (100,769)</b>	<b>\$ 865,785</b>	<b>\$ (2,595,400)</b>		<b>\$ 95,848</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**  
**March 31, 2023**  
**(Unaudited)**

	March 2023	YTD	Budget	YTD 75%	Prior YTD
<b>1 Operating Revenues</b>					
2 Water Sales (Volumetric)	\$ 238,723	\$ 2,635,779	\$ 4,252,700	62%	\$ 2,858,758
3 Readiness-To-Serve (Fixed)	144,986	1,209,362	1,774,700	68%	1,152,870
4 Other Operating Revenue	22,444	202,680	198,500	102%	168,419
5 Bad Debt Expense	-	-	(82,600)	0%	-
<b>6 Total Operating Revenues</b>	<b>406,153</b>	<b>4,047,821</b>	<b>6,143,300</b>	<b>66%</b>	<b>4,180,048</b>
<b>7 Non-Operating Revenues</b>					
8 Capital Impact Fees	-	184,544	50,000	369%	144,841
9 Water Availability Assessment	48,367	435,300	580,400	75%	435,300
10 Interest Revenue	3,079	39,081	12,200	320%	6,881
11 Other Penalties	1,010	16,000	28,700	56%	40,170
12 Reimbursed Expenses	8,770	77,375	5,000	1547%	3,773
13 Miscellaneous Non-Op Revenue	2,184	15,544	10,000	155%	9,012
<b>14 Total Non-Operating Revenues</b>	<b>63,410</b>	<b>767,845</b>	<b>686,300</b>	<b>112%</b>	<b>639,978</b>
<b>15 Total Revenues</b>	<b>469,562</b>	<b>4,815,666</b>	<b>6,829,600</b>	<b>71%</b>	<b>4,820,026</b>
<b>16 Operating Expenditures</b>					
<b>17 Source of Supply</b>					
18 Labor & Benefits	642	3,356	15,000	22%	8,556
19 Direct Expenses	33,626	340,462	449,600	76%	344,909
<b>20 Total Source of Supply</b>	<b>34,268</b>	<b>343,818</b>	<b>464,600</b>	<b>74%</b>	<b>353,465</b>
<b>21 Pumping</b>					
22 Labor & Benefits	38	591	8,200	7%	5,670
23 Direct Expenses	13,091	126,569	139,700	91%	106,630
<b>24 Total Pumping</b>	<b>13,129</b>	<b>127,160</b>	<b>147,900</b>	<b>86%</b>	<b>112,300</b>
<b>25 Transmission &amp; Distribution</b>					
26 Labor & Benefits	91,370	821,124	1,346,300	61%	861,239
27 Direct Expenses	55,373	332,015	397,300	84%	272,118
<b>28 Total Transmission &amp; Distribution</b>	<b>146,743</b>	<b>1,153,138</b>	<b>1,743,600</b>	<b>66%</b>	<b>1,133,357</b>
<b>29 Treatment Wells</b>					
30 Labor & Benefits	7,082	62,222	72,800	85%	48,930
31 Direct Expenses	-	24,490	45,200	54%	29,181
<b>32 Total Treatment Wells</b>	<b>7,082</b>	<b>86,712</b>	<b>118,000</b>	<b>73%</b>	<b>78,111</b>
<b>33 Treatment Facility</b>					
34 Labor & Benefits	10,954	138,096	283,200	49%	192,222
35 Direct Expenses	16,107	288,267	530,100	54%	296,628
<b>36 Total Treatment Facility</b>	<b>27,061</b>	<b>426,363</b>	<b>813,300</b>	<b>52%</b>	<b>488,850</b>
<b>37 Customer Accounts</b>					
38 Labor & Benefits	23,965	240,999	336,700	72%	203,631
39 Direct Expenses	570	64,677	93,200	69%	55,350
<b>40 Total Customer Accounts</b>	<b>\$ 24,535</b>	<b>\$ 305,677</b>	<b>\$ 429,900</b>	<b>71%</b>	<b>\$ 258,981</b>

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**TwentyNine Palms Water District**  
**Detail Statement of Revenues and Expenses**  
**For the Period Ending**  
**March 31, 2023**  
**(Unaudited)**

	March 2023	YTD	Budget	YTD 75%	Prior YTD
41 <b>General &amp; Administration</b>					
42 Labor & Benefits	\$ 30,839	\$ 350,159	\$ 483,600	72%	\$ 342,437
43 Outside Services	27,118	303,352	331,600	91%	296,282
44 Direct Expenses	25,422	241,387	345,500	70%	302,627
45 <b>Total General &amp; Administration</b>	<b>83,379</b>	<b>894,897</b>	<b>1,160,700</b>	<b>77%</b>	<b>941,346</b>
46 <b>Payouts &amp; Retiree Medical</b>					
47 Vacation / Sick Payouts	-	76,254	114,800	66%	92,840
48 Retiree Medical	2,096	18,834	32,300	58%	5,533
49 <b>Total Payouts &amp; Retiree Medical</b>	<b>2,096</b>	<b>95,088</b>	<b>147,100</b>	<b>65%</b>	<b>98,372</b>
50 <b>Board of Directors</b>					
51 Director Fees	1,150	7,100	17,000	42%	6,050
52 Direct Expenses	142	4,229	15,500	27%	230
53 <b>Total Board of Directors</b>	<b>1,292</b>	<b>11,329</b>	<b>32,500</b>	<b>35%</b>	<b>6,280</b>
54 <b>Total Operating Expenditures</b>	<b>339,585</b>	<b>3,444,239</b>	<b>5,057,600</b>	<b>68%</b>	<b>3,471,062</b>
55 <b>Non-Operating Expenditures</b>					
56 <b>Debt Service</b>					
57 Debt Principal Payments	102,295	201,638	201,500	100%	195,725
58 Interest Expense	20,341	42,095	42,000	100%	48,007
59 <b>Total Debt Service</b>	<b>122,636</b>	<b>243,733</b>	<b>243,500</b>	<b>100%</b>	<b>243,732</b>
60 CalPERS UAL Payment (Required)	19,625	176,621	235,500	75%	151,721
61 Pension & OPEB Trust Contributions	-	-	146,100	0%	-
62 Transfers Out - Fire Pension Trust	-	-	-		-
63 <b>Total Non-Operating Expenditures</b>	<b>142,260</b>	<b>420,354</b>	<b>625,100</b>	<b>67%</b>	<b>395,454</b>
64 <b>Total Expenditures</b>	<b>481,845</b>	<b>3,864,592</b>	<b>5,682,700</b>	<b>68%</b>	<b>3,866,516</b>
65 <b>Net Revenues Before Capital Program</b>	<b>(12,283)</b>	<b>951,074</b>	<b>1,146,900</b>	<b>83%</b>	<b>953,510</b>

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**TwentyNine Palms Water District**  
**Special Revenue Fund**  
**For the Period Ending March 31, 2023**  
**(Unaudited)**

	<b>March 2023</b>	<b>YTD</b>	<b>Budget</b>	<b>YTD 75%</b>
1 Tower Revenues	\$ 10,876	\$ 115,645	\$ 146,100	79%
2 Less Transfers Out To Water	(10,876)	(115,645)	(146,100)	79%
<b>Ending Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

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**TwentyNine Palms Water District**  
**Carryover CIP/Current CIP and R&M/Capital Outlay**  
**For the Period Ending March 31, 2023**  
**(Unaudited)**

	Budget FY 22/23	Current Year Expenditures	Remaining Under / (Over) Budget
<b>1 District Projects</b>			
2 Treatment Feasibility & Exploration Costs	\$ 100,000	\$ 7,937	\$ 92,063
3 Salt Nutrient Monitoring Wells\Sampling	100,000	9,504	90,496
4 USGS Study\Feasibility Study	100,000	-	100,000
5 Centralized Sewer Plan\Groundwater Analysis	100,000	7,679	92,321
6 Master Plan Updates	100,000	-	100,000
7 Campbell Reservoir Land Acquisition	40,000	-	40,000
8 Standard Drawings Update	25,000	-	25,000
9 Asset Management Plan	20,000	-	20,000
10 Vulnerability\Supply Assessment	8,600	5,498	3,103
<b>11 Total District Projects</b>	<b>593,600</b>	<b>30,618</b>	<b>562,983</b>
<b>12 Capital Improvement Plan</b>			
13 Chromium VI and Flouride for Well 11B	1,300,000	-	1,300,000
14 Fluoride Variance (Expiring) - TP2/W12/W16	100,000	-	100,000
15 Treatment Plant Bag Filter System	250,000	-	250,000
16 AMI/AMR	129,800	599	129,201
17 Pay Meter Station Upgrade	50,000	-	50,000
<b>18 Capital Improvement Plan</b>	<b>1,829,800</b>	<b>599</b>	<b>1,829,201</b>
<b>19 Repairs, Rehabilitation, &amp; Maintenance</b>			
20 Treated Water Reservoir Coating	350,000	-	350,000
21 Distribution SCADA System	200,000	-	200,000
22 Emergency Repairs, Unspecified	100,000	-	100,000
23 Campbell Reservoir Road Paving\Seal Coating	100,000	8,300	91,700
24 Treatment Plant Concrete	75,000	-	75,000
25 Repiping/Distribution System Upgrades	50,000	-	50,000
26 Cactus Booster Station	40,000	-	40,000
27 Plant 6 Electrical and Well Upgrade	25,000	-	25,000
28 Reservoir Recoating / Cathodic Protection	20,000	-	20,000
29 Large Meter Replacement Program	20,000	-	20,000
30 Stockwell Booster Station	20,000	-	20,000
31 Fluoride Plant Instr.\Coating\SCADA	20,000	-	20,000
32 Lupine Booster Station	10,000	-	10,000
33 Well Rehabilitation / Booster Rehab	-	24,400	(24,400)
<b>34 Total Repairs &amp; Maintenance</b>	<b>1,030,000</b>	<b>32,700</b>	<b>997,300</b>
<b>35 Capital Outlay</b>			
36 Equipment Shade Structure	160,000	106,611	53,389
37 Vehicle/Equipment Replacements	100,000	4,284	95,716
38 Computer/Technology Replacements	40,000	1,322	38,678
39 Geographic Information System (GIS)	30,000	24,800	5,200
40 Administrative Building\Office Remodel	30,000	-	30,000
41 Energy Efficiency Projects	30,000	-	30,000
42 Parking Lot Seal\Paving	25,000	-	25,000
43 One-Time Existing Conditions Sampling	20,000	-	20,000
<b>44 Total Capital Outlay</b>	<b>435,000</b>	<b>137,018</b>	<b>297,982</b>
<b>45 Grand Total</b>	<b>\$ 3,888,400</b>	<b>\$ 200,934</b>	<b>\$ 3,687,466</b>

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**6.4**

**NO  
MATERIAL  
PROVIDED**



7

**CLOSED  
SESSION**