



JOSHUA BASIN WATER DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY FEBRUARY 15, 2012 7:00 PM
61750 CHOLLITA ROAD, JOSHUA TREE CALIFORNIA 92252

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. DETERMINATION OF QUORUM
4. APPROVAL OF AGENDA
5. PUBLIC COMMENT: At this time, any member of the public may address the Board on matters within the Board's jurisdiction that are not listed on the agenda. Please use the podium microphone. The Board may not discuss at length or take action on items not on the agenda.
During either "Public Comment" Item, please use the podium microphone. State your name and have your information prepared and be ready to provide your comments to the Board. The District is interested and appreciates your comments. A 3-minute time limit may be imposed. Thank you.
6. CONSENT CALENDAR: Items on the Consent Calendar are considered routine in nature and will be adopted in total by one action of the Board of Directors unless any Board Member or any individual or organization interested in one or more consent calendar items wishes to be heard.
 - A. Approve Minutes of February 1, 2012 Regular Board Meeting
 - B. Approve Minutes of February 7, 2012 Special Board Meeting
 - C. Approve the Financial Report for January 2012
 - D. Approve the Check Audit Report for January 2012
7. CONSIDER RFP FOR AUDIT SERVICES
Recommend that the Board: retain current auditor, Messner & Hadley for the 11/12 audit, directing staff to initiate a new one-year contract for a financial report that meets the GFOA requirements for a certificate of achievement for excellence in financial reporting; or
Authorize Preparation of RFP with these provisions: an initial 3-year contract period and the ability to extend for 3 more years on a year-to year basis if work is satisfactory; and determine whether or not to invite the current auditor to bid on the RFP, considering their bid based upon the same criteria as all others and awarding them the contract if they are the lowest responsive bidder.
8. RETAINING OF MARTIN RAUCH COMMUNICATIONS FOR ANNUAL BOARD STRATEGIC PLANNING WORKSHOP
Recommend that the Board authorize an agreement with Martin Rauch and Associates in the amount of \$7,935 plus travel expenses to facilitate the Board's annual strategic planning workshop.
9. SCHEDULE WORKSHOP FOR MID-YEAR BUDGET REVIEW AND PRIORITY UPDATE

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 Pg 6-16
 Pg 17-32

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10. COMMITTEE REPORTS
 - A. PUBLIC INFORMATION COMMITTEE: Vice President Luckman and Director Long; Kathleen Radnich, Public Outreach Consultant
 - B. AD HOC GENERAL MANAGER PERFORMANCE FACILITATED REVIEW PROCESS: President Reynolds and Director Long
 - C. AD HOC RECHARGE BASIN SITE VEGETATION: Vice President Luckman and Director Coate: Update on Recharge site vegetation
11. PUBLIC COMMENT

At this time, any member of the public may address the Board on matters within the Board's jurisdiction that are not listed on the agenda. Please use the podium microphone. The Board may not discuss at length or take action on items not on the agenda.
12. PROJECT PRIORITY LIST
13. GENERAL MANAGER REPORT
14. DISTRICT GENERAL COUNSEL REPORT
15. FUTURE AGENDA ITEMS
16. DIRECTORS COMMENTS/REPORTS
 - A. Trip to Washington DC to Seek Funds for Groundwater Pipeline and Recharge Project: President Reynolds and Vice President Luckman: Recommend that the Board authorize President Mike Reynolds and Vice President Mickey Luckman to go to Washington DC to seek additional funds for the Groundwater Recharge Project.
17. CLOSED SESSION
 - A. At this time, the Board will go into Closed Session to confer with Legal Counsel on existing litigation pursuant to subdivision (a) of Government Code Section 54956.9. (Re Joshua Basin Water District v. Robert Ellis, San Bernardino Superior Court - Joshua Tree District, Case No. CIVMS 900168).
 - B. At this time, the Board will go into Closed Session to confer with Legal Counsel on existing litigation pursuant to subdivision (a) of Government Code Section 54956.9. (Re Joshua Basin Water District v. Ironhead LLC a California Limited Liability Company, Praxedes Beard and Does 1 – 10 inclusive, San Bernardino Superior Court - Joshua Tree District, Case No. CIVMS 1100087).
 - C. At this time, the Board will go into Closed Session pursuant to Government Code Section 54957 (b) to continue the evaluation performance process of the District's General Manager.
18. REPORT ON CLOSED SESSION
19. ADJOURNMENT

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INFORMATION

The public is invited to comment on any item on the agenda during discussion of that item.

Any person with a disability who requires accommodation in order to participate in this meeting should telephone Joshua Basin Water District at (760) 366-8438, at least 48 hours prior to the meeting in order to make a request for a disability-related modification or accommodation.

Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District's office located at 61750 Chollita Road, Joshua Tree, California 92252 during normal business hours.

JOSHUA BASIN WATER DISTRICT
Minutes of the
REGULAR MEETING OF THE BOARD OF DIRECTORS
February 1, 2012

1. CALL TO ORDER: 7:02 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM:

Frank Coate	Present
Bill Long	Present
Mickey Luckman	Present
Mike Reynolds	Present
Gary Wilson	Present

STAFF PRESENT:

Joe Guzzetta, General Manager
Susan Greer, Assistant General Manager/Controller
Keith Faul, GIS Coordinator
Marie Salsberry, Executive Secretary

CONSULTANTS PRESENT:

Gil Granito, District Counsel
Deborah Bollinger, Conservation Coordinator

GUESTS 4

4. APPROVAL OF AGENDA

Vice President Luckman requested that item 15A be pulled from the agenda.
MSC Long/Coate 5/0 to approve the agenda for the February 1, 2012 Regular meeting of the Board of Directors, with the exception of item 15a which will be pulled from the agenda.

5. PUBLIC COMMENT

None.

6. CONSENT CALENDAR

MSC Luckman/Long 5/0 to approve the minutes of the December 21, 2011 Regular Board Meeting; to approve the minutes of the January 18, 2012 regular Board Meeting; and to approve the Financial Report for December 2011.

7. POLICY REGARDING APPLICATION OF WATER AVAILABILITY ASSESSMENT (STANDBY CHARGE) TO PROPERTIES ACQUIRED BY GOVERNMENT AGENCIES

Assistant General Manager/Controller Susan Greer reported.
MSC Coate/Long 5/0 to approve staff recommendation to adopt Resolution 12-884 to apply the standby charge to properties acquired by governmental agencies after 1996, which were previously privately owned, as required by state law.

8. COMMITTEE REPORTS

A. Public Information Committee: Vice President Luckman reported that the Public Information Committee is working on a strategic plan and goal-setting.

B. Ad Hoc General Manager Performance Facilitated Review Process Committee: President Reynolds reported the committee has met several times, the interview process was completed, and he has called for a special meeting on Tuesday February 7 at 3:30 pm in order to have a Closed Session for the General Manager's performance review; he distributed a notice for the Special Meeting.

C. Ad Hoc Recharge Basin Site Vegetation Committee: General Manager Guzzetta reported that the District has until mid-February to remove hundreds of cacti at the Recharge Basin site. Deborah Bollinger, Conservation Coordinator reported on options for use or disposal of the cacti to be removed. Discussion ensued.

MSC Long/Luckman 4/1 to transplant 31 beavertail cacti, 22 pencil cholla, 2 hedgehog cacti and 70 silver cholla onsite and donate the balance of cacti to be removed from the site to the conservancy.

Coate	Aye
Long	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

D. Ad Hoc Board Committee to Consider Board Compensation: GM Guzzetta reported on the history of Board compensation adjustments, noting that the Board's policy is to increase by 5% per year. An ad hoc committee of President Reynolds and Vice President Luckman recommended to the Board not to consider an increase.

MSC Coate/Luckman 5/0 to approve the committee recommendation that the Board not consider increasing Board compensation, continue status quo, and not set a public hearing on the matter.

9. PUBLIC COMMENT

Richard Fountain of Joshua Tree commented on a proposed solar project that the District considered several years ago; that the intent was not to use the solar to run the pumps but was to generate electricity credit to use for operating pumps at night.

10. PROJECT PRIORITY LIST

GM Guzzetta reported; there was no discussion. At the next regular meeting the General Manager will briefly report on each item on the list.

11. GENERAL MANAGER REPORT

GM Guzzetta responded to Director Wilson's question raised at the last board meeting regarding the Public Outreach Consultant signing a form for the use of the Community center. The General Manager stated that she did so with the authorization of the General Manager. He reported that at the next meeting staff will agendize the will serve letter for the Joshua Tree Elementary School project and that the regional board approved the wastewater plant design for the Hi-Desert Medical Center and staff is preparing to go to bid on that project.

12. DISTRICT GENERAL COUNSEL REPORT

District Counsel Gil Granito reported on the Yorba Linda Fire Litigation and a recent Attorney General opinion. He stated there would be no closed session during tonight's meeting.

13. FUTURE AGENDA ITEMS

None.

14. APPOINTMENTS TO THE CITIZENS ADVISORY COMMITTEE (CAC)

Vice President Luckman reported. Discussion ensued.

Barbara Delph of Joshua Tree and a CAC member, commented there was not a quorum at the last CAC

meeting and low attendance makes it difficult for a quorum to be present; she suggested guidelines be established for attendance by committee members.

President Reynolds suggested a report to the Board after each CAC meeting.

MSC Luckman/Long 5/0 that the Board approve new members to CAC rather than just the President and consider the application process and guidelines for removal and that the CAC report to the Board after each meeting.

Staff will bring back information on requirements for appointment to the Committee at the next meeting.

15. DIRECTORS COMMENTS/REPORTS

It was noted that Item 15A, "Trip to Washington DC to Seek Funds for Groundwater Pipeline and Recharge Project" was pulled from the meeting agenda.

Director Wilson asked about the ground clearing work being done at the new school site; he stressed the importance of District supervision for pipe installation on the project site.

Director Coate reported attended Mojave Water Agency Board meeting where the Bay-Delta conservation project was discussed.

Vice President Luckman stated all meetings of Mojave Water Agency are now on the mojavewater.org website.

President Reynolds reported attending the Mojave Water Agency Board meeting where he spoke on proposed redistricting.

GM Guzzetta commented on the permitting process for cactus removal at the recharge basin site; the plan was approved over the phone and County personnel stated that Ed LaRue and Deb Bollinger who worked on the project were highly regarded in their fields.

16. CLOSED SESSION

A. Closed Session to confer with Legal Counsel on existing litigation pursuant to subdivision (a) of Government Code Section 54956.9. (Re Joshua Basin Water District v. Robert Ellis, San Bernardino Superior Court - Joshua Tree District, Case No. CIVMS 900168).

B. Closed Session to confer with Legal Counsel on existing litigation pursuant to subdivision (a) of Government Code Section 54956.9. (Re Joshua Basin Water District v. Ironhead LLC a California Limited Liability Company, Praxedes Beard and Does 1 – 10 inclusive, San Bernardino Superior Court - Joshua Tree District, Case No. CIVMS 1100087).

There was no Closed Session.

17. REPORT ON CLOSED SESSION

None.

18. ADJOURNMENT 8:30 PM

MSC Luckman/Long 5/0 to adjourn the February 1, 2012 Regular Meeting of the Joshua Basin Water District Board of Directors.

Respectfully submitted;

Joe Guzzetta, General Manager

The next Regular Meeting of the Board of Directors is scheduled for Wednesday February 15, 2012 at 7:00 pm.

JOSHUA BASIN WATER DISTRICT
Minutes of the
SPECIAL MEETING OF THE BOARD OF DIRECTORS
February 7, 2012

1. CALL TO ORDER: 7:02 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM:

Frank Coate	Present
Bill Long	Present
Mickey Luckman	Present
Mike Reynolds	Present
Gary Wilson	Present

STAFF PRESENT: Joe Guzzetta, General Manager
Marie Salsberry, Executive Secretary

CONSULTANTS PRESENT: Gil Granito, District Counsel
Martin Rauch, Rauch Communication

GUESTS 0

4. APPROVAL OF AGENDA

MSC Long/Luckman 5/0 to approve the agenda for the February 7, 2012 Special meeting of the Board of Directors

5. PUBLIC COMMENT

None.

6. CLOSED SESSION

Closed Session to confer regarding public employee performance evaluation; General Manager. Pursuant to Government Code 54957(b).

The Board went to closed session with District Legal Counsel Gil Granito and consultant Martin Rauch at 3:34 pm. The Board recessed at 5:05 and returned to closed session at 5:26. The meeting resumed in open session at 7:06 pm.

7. REPORT ON CLOSED SESSION

Mr. Granito stated that the record should reflect that the Board went into Closed Session pursuant to Government Code Section 54957(b) at approximately 3:34 p.m. for the purpose set forth in today's agenda.

Mr. Granito went on to report that during this phase of the Closed Session, only Board Members, Martin Rauch of Rauch Communication Consultants Inc., and the District's General Counsel, Gil Granito, remained present. Mr. Granito stated that following this phase of the Closed Session, the Board took a recess from the Closed Session at approximately 5:05 p.m.

Mr. Granito reported that the second phase of the Closed Session resumed at approximately 5:26 p.m. and during this phase of the Closed Session, General Manager Joe Guzzetta was invited into the Closed Session to review and discuss various evaluation factors including data resulting from interviews conducted by the District's consultant Martin Rauch, all of which related to Mr. Guzzetta's performance

and administration. Mr. Granito reported that the second phase of the Closed Session ended at approximately 6:37 p.m.

Mr. Granito went on to report that the third phase of the Closed Session started at approximately 6:37 p.m. without the participation of Mr. Guzzetta. This third and final phase of the Closed Session came to an end at approximately 7:06 p.m.

At the conclusion of the Closed Session the Regular Session resumed and Mr. Guzzetta joined the Open Meeting.

Mr. Granito concluded his report by stating that there is no further reportable action.

8. ADJOURNMENT 7:12 PM

The meeting was adjourned at 7:12 pm

Respectfully submitted;

Joe Guzzetta, General Manager

The next Regular Meeting of the Board of Directors is scheduled for Wednesday February 15, 2012 at 7:00 pm.

JOSHUA BASIN WATER DISTRICT

FINANCIAL REPORT HIGHLIGHTS – JANUARY 2012

FROM: Susan Greer 

This report represents the seventh month of our 11/12 fiscal year.

SUMMARY

- CASH – Total cash, \$5,795,000
- REVENUES – 83% Y-T-D
- EXPENSES – 49% Y-T-D

ACCOUNT RECAP (CASH BALANCE STATEMENT)

Total cash of \$5,795,000 is an increase of \$162,000 from last month and a decrease of \$15,000 from January 2011.

CASH FLOW STATEMENT

Water collections are \$10,000 more than the same *month* last year. Water usage for the *month* is 9% less than the same *month* last year; water usage fiscal year-to-date is 5% less than last year. Capital expenditures of \$46,000 for the month represent a decrease of \$53,000 over the previous month and a decrease of \$28,000 from the prior year. Operating expenses for the *month* are \$9,000 more than the previous month. Year-to-date meter installation sales are four compared to three in the prior year, zero in the previous year and five in the year ending 6/30/09.

BOARD REPORT

This is the seventh month of the fiscal year; if evenly distributed throughout the year, year-to-date expenses and revenues should be at 58%.

REVENUES – total revenues are 83% year-to-date, after posting of all property tax revenues—this does not mean *payment* of all property taxes

- **Metered Water Sales** are *not* equally distributed throughout the year since water usage is highest in the summer. For example, February is typically the month of lowest consumption and August is the highest; with August consumption more than double that of February. We are currently at 65% of budget year-to-date, as compared to the typical 62% as of January. Metered Water Sales revenues for the month of January typically account for 6.3% of annual revenue; January this year is 5.9% of budget.
- **Basic Fees** are equally distributed, and at 59% of budget, right on target.
- **Property Taxes including Standbys**, a major source of revenue, have been sent to the County for inclusion on the property tax bills. These are one-time revenues, recorded in full early in the fiscal year with payments collected over many months during the remainder of the year. Property tax collections began in January. Although it is difficult to make exact comparisons from year-to-year since the collection dates vary, tax payments this year through January 31 are 2% less than the prior year.

JOSHUA BASIN WATER DISTRICT

EXPENSES – total expenses are 49% year-to-date

Production

Including allocated costs, Production expenses are 52% year-to-date.

Distribution

Distribution expenses are 50% year-to-date, including allocated costs.

Customer Service

Including allocated costs, Customer Service expenses are 52% year-to-date.

Administration

Administration expenses are 56% year-to-date including allocated expenses.

Engineering

Engineering expenses are 41% year-to-date including allocations.

Finance

Including allocated expenses, Finance expenses are 56% year-to-date.

Personnel

Including allocations, Personnel expense is 47% year-to-date.

Legal

Legal Services expense is 70% year-to-date.

Bonds & Loans

Bonds and Loans expense is 30% year-to-date.

Capital Replacement Expense

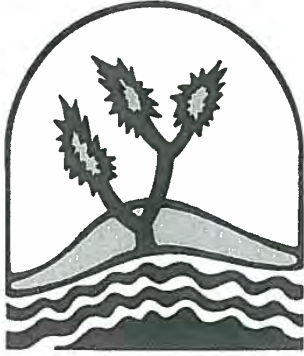
Capital Replacement Expense	January	\$ 92,138
	Year-to-date	\$ 667,327

Revenues total 83% year-to-date including the billing of some property taxes; with expenses at 49% year-to-date. Revenues exceed expenses by \$2,036,000 before Capital Replacement Expense and by \$1,369,000 after.

		BEGINNING BALANCE	TOTAL DEBITS	TOTAL CREDITS	ENDING BALANCE	AVERAGE DAILY BALANCE
GENERAL FUND						
01 -11100	PETTY CASH FUND	600.00	0.00	0.00	600.00	600.00
01 -11110	CHANGE FUND	1,500.00	0.00	0.00	1,500.00	1,500.00
01 -11200	GENERAL FUND-U S	121,776.55	455,154.05	359,123.27CR	217,807.33	195,007.84
01 -11210	PAYROLL FUND - U	5,000.00	77,612.76	77,612.76CR	5,000.00	10,007.27
01 -11220	CREDIT CARD ACCO	14,932.42	62,228.40	855.31CR	76,305.51	49,017.79
01 -11300	LAIF-INVESTMENT	3,575,284.34	14,458.44	24,455.42CR	3,565,287.36	3,565,664.37
01 -11305	LAIF-EMERGENCY F	1,000,000.00	0.00	0.00	1,000,000.00	1,000,000.00
01 -11306	LAIF - EQUIP & T	316,646.71	0.00	0.00	316,646.71	316,646.71
01 -11310	LAIF - WATER CAP	80,570.82CR	0.00	0.00	80,570.82CR	80,570.82CR
01 -11313	LAIF - SEWER CAP	107,347.66	99.05	0.00	107,446.71	107,408.37
01 -11315	LAIF-CAPITAL PRO	0.00	0.00	0.00	0.00	0.00
01 -11320	LAIF- CMM REDEMP	294,899.29	24,686.46	10,509.59CR	309,076.16	307,081.12
01 -11325	LAIF - CMM RESER	272,784.59	251.47	0.00	273,036.06	272,938.72
01 -11330	LAIF CMM PREPAYM	2,956.13	2.73	0.00	2,958.86	2,957.80
FUND 01 TOTAL		5,633,156.87	634,493.36	472,556.35CR	5,795,093.88	5,748,259.17
REPORT TOTALS		5,633,156.87	634,493.36	472,556.35CR	5,795,093.88	5,748,259.17



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JOSHUA BASIN WATER DISTRICT

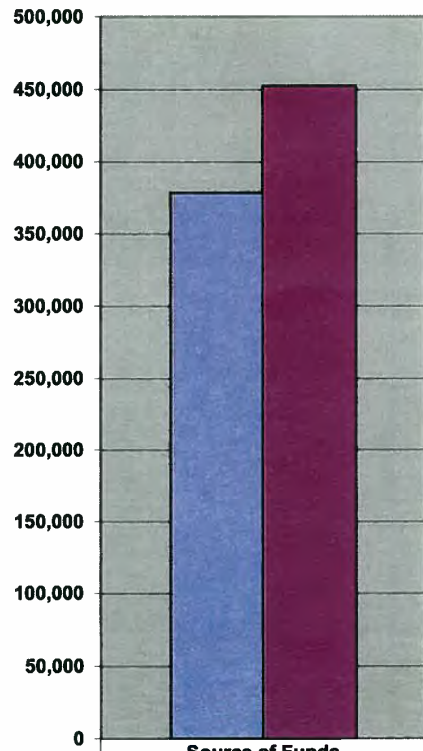
P.O. BOX 675 • 61750 CHOLLITA ROAD • JOSHUA TREE • CALIFORNIA 92252
 TELEPHONE (760) 366-8438 FAX (760) 366-9528

Cash Flow January 31, 2012

Beginning Cash			5,633,156.87
SOURCE OF FUNDS:			
Water A/R Collections	220,279.13		
Turn On/Misc	4,234.89		
Consumer Deposits	6,700.00		
Project Deposits	131.91		
Property Taxes G.D.	43,627.76		
ID #2 Tax Collections	12,160.28		
Standby Collections - Prior	7,590.89		
Standby Collections - Current	118,370.56		
CMM Assessment Collections	24,455.42		
LAIF CMM Payoff	0.00		
Water Capacity Charges	3,558.00		
Sewer Capacity Charges	5,370.00		
Meter Installation Fees	1,518.00		
Interest	4,533.14		
TOTAL SOURCE OF FUNDS		<u>452,529.98</u>	
FUNDS USED:			
Debt Service	0.00		
Capital Additions	46,161.33		
Operating Expenses	109,345.91		
Employee Funded 457 Transfer	2,155.38		
Bank Transfer Payroll Taxes	34,215.30		
CalPERS Transfer	19,377.18	211,255.10	
Bank Transfer Payroll	77,616.52		
Bank Transfer Fees/Charges	1,721.35	79,337.87	
TOTAL USE OF FUNDS		<u>290,592.97</u>	
Net Increase (Decrease)			161,937.01
Cash Balance at End of Period			<u>5,795,093.88</u>

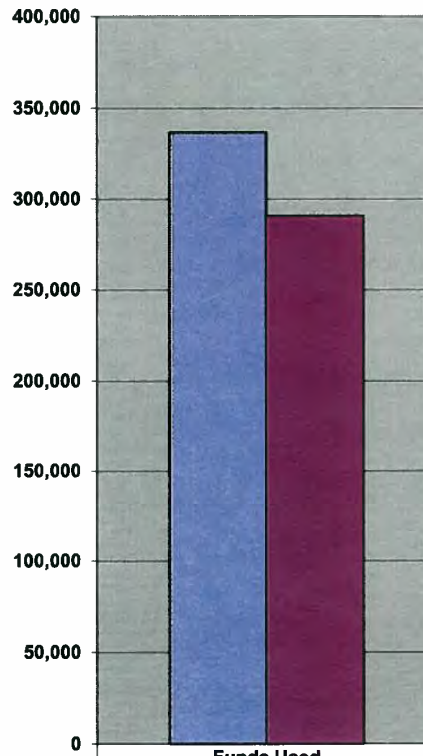
PROVIDE • PROTECT • PROMOTE

**Source of Funds Comparison
Jan 2011 Jan 2012**



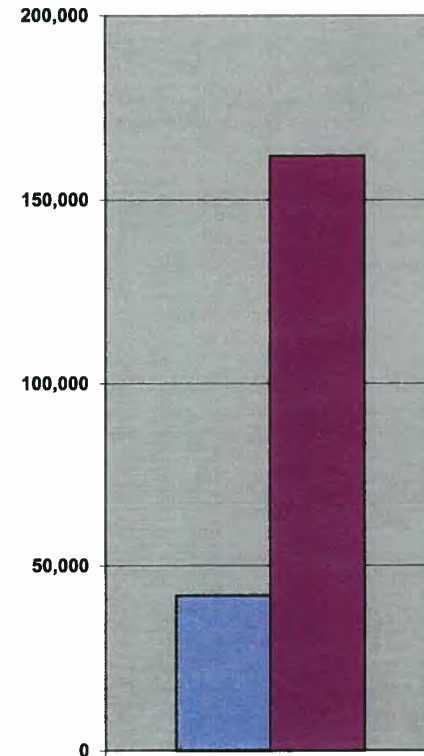
Source of Funds	
01-2011	378,483.13
01-2012	452,529.98

**Funds Used Comparison
Jan 2011 Jan 2012**



Funds Used	
01-2011	336,790.10
01-2012	290,592.97

**Net Increase (Decrease)
Jan 2011 Jan 2012**



Net Increase (Decrease)	
01-2011	41,693.03
01-2012	161,937.01

01 -GENERAL FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
REVENUES	4,714,640	218,887.68	3,918,219.57	0.00	796,420.43	83.11
TOTAL REVENUES	4,714,640	218,887.68	3,918,219.57	0.00	796,420.43	83.11
<u>EXPENSE SUMMARY</u>						
Production	854,867	64,362.29	441,883.28	0.00	412,983.72	51.69
Distribution	508,987	38,565.19	254,085.68	0.00	254,901.32	49.92
Customer Service	556,812	42,239.48	291,804.75	0.00	265,007.25	52.41
Administration	563,982	48,979.53	314,766.66	0.00	249,215.34	55.81
Engineering	219,677	13,477.44	90,852.57	0.00	128,824.43	41.36
Finance	410,971	29,789.03	229,729.46	0.00	181,241.54	55.90
Personnel	60,945	4,437.24	28,886.07	0.00	32,058.93	47.40
Legal	68,666	2,015.50	48,171.00	0.00	20,495.00	70.15
Bonds & Loans	612,979	2,654.41	181,961.30	0.00	431,017.70	29.68
Benefits Allocated	0	0.00	0.00	0.00	0.00	0.00
Field Allocated	(1)	0.00	0.00	0.00	(1.00)	0.00
Office allocated	1	0.00	(0.01)	0.00	1.01	1.00
TOTAL EXPENSES	3,857,886	246,520.11	1,882,140.76	0.00	1,975,745.24	48.79
REVENUE OVER/(UNDER) EXPENSES	856,754	(27,632.43)	2,036,078.81	0.00	(1,179,324.81)	237.65

01 -GENERAL FUND

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
01-41010 METERED WATER SALES	1,332,808	78,989.11	865,628.67	0.00	467,179.33	64.95
01-41012 ALLOW FOR WAAP/BILLING ADJ	(3,529)	(1,156.82)	(1,596.82)	0.00	(1,932.18)	45.25
01-41015 BASIC FEES	1,338,834	112,025.42	783,215.54	0.00	555,618.46	58.50
01-41030 PRIVATE FIRE PROTECTION SERV.	19,410	1,628.64	11,400.48	0.00	8,009.52	58.74
01-41040 SPECIAL SERVICES REVENUE	118,420	8,825.42	65,529.75	0.00	52,890.25	55.34
01-41050 CROSS CONNECTION REVENUE	0	0.00	0.00	0.00	0.00	0.00
01-42100 STANDBY REVENUE-CURRENT	1,163,341	0.00	1,165,553.50	0.00	(2,212.50)	100.19
01-42110 UNCOLLECTED STANDBY/CURRENT	(250,000)	0.00	0.00	0.00	(250,000.00)	0.00
01-42200 STNBY INCOME PRIOR	161,460	7,590.89	105,820.03	0.00	55,639.97	65.54
01-42341 PRIOR YR REFUNDED REVENUE	0	0.00	0.00	0.00	0.00	0.00
01-43000 PROPERTY TAX - G.D.	414,829	0.00	396,283.00	0.00	18,546.00	95.53
01-43010 PROPERTY TAX I.D. #2	121,500	0.00	120,491.00	0.00	1,009.00	99.17
01-43020 PROPERTY TAX REVENUE -CMM	256,356	0.00	255,801.54	0.00	554.46	99.78
01-43030 CMM BOND CALL REVENUE	0	0.00	0.00	0.00	0.00	0.00
01-44000 CONNECTION FEES-HYDRANT,ML EXT	0	0.00	0.00	0.00	0.00	0.00
01-44001 MAINLINE REIMBURSEMENT FEES	0	0.00	0.00	0.00	0.00	0.00
01-44010 WATER CAPACITY CHARGES	0	3,558.00	34,693.00	0.00	(34,693.00)	0.00
01-44020 PLAN CHECK/INSPECTION FEES	0	0.00	16,152.48	0.00	(16,152.48)	0.00
01-44025 H ZONE ML REIMB FEES	0	0.00	0.00	0.00	0.00	0.00
01-44030 METER INSTALLATION FEES	0	1,518.00	3,708.00	0.00	(3,708.00)	0.00
01-44035 METER REPAIR REVENUE	0	0.00	766.30	0.00	(766.30)	0.00
01-44050 SEWER CAPACITY CHARGES	0	5,370.00	85,920.00	0.00	(85,920.00)	0.00
01-45000 INTEREST REVENUE G.D.	39,678	0.00	9,039.63	0.00	30,638.37	22.78
01-46100 GRANT REVENUE	0	0.00	0.00	0.00	0.00	0.00
01-47000 MISCELLANEOUS REVENUE	1,533	539.02	2,054.22	0.00	(521.22)	134.00
01-47010 GAIN/LOSS ON SALE OF ASSETS	0	0.00	(2,240.75)	0.00	2,240.75	0.00
01-47020 CHANGE IN MARKET VALUE	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	4,714,640	218,887.68	3,918,219.57	0.00	796,420.43	83.11

01 -GENERAL FUND

% OF YEAR COMPLETED: 58.33

EXPENSES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Production</u>						
01-501-01115 PRODUCTION SALARY	183,238	14,018.20	104,225.19	0.00	79,012.81	56.88
01-501-02205 WATER TREATMENT EXPENSE	12,923	1,168.42	7,426.45	0.00	5,496.55	57.47
01-501-03105 SOURCE OF SUPPLY/WELL MAIN	0	0.00	0.00	0.00	0.00	0.00
01-501-03115 PUMPING PLANT REPAIR & MAI	18,923	5,333.86	18,172.82	0.00	750.18	96.04
01-501-03120 TANK & RESERVOIR EXPENSE	186,029	0.00	5,004.53	0.00	181,024.47	2.69
01-501-04005 LABORATORY SERVICES	6,417	495.00	5,338.00	0.00	1,079.00	83.19
01-501-04010 LEAD/COPPER SAMPLING EXPEN	0	0.00	0.00	0.00	0.00	0.00
01-501-06105 POWER FOR PUMPING (ELECTRI	257,606	16,837.12	150,928.92	0.00	106,677.08	58.59
01-501-07005 PROPERTY INSURANCE	66,036	7,804.25	47,409.50	0.00	18,626.50	71.79
01-501-98001 EE BENEFITS ALLOCATED	101,990	10,004.57	59,242.01	0.00	42,747.99	58.09
01-501-98002 FIELD EXPENSES ALLOCATED	21,705	8,700.87	44,135.86	0.00	22,430.86	203.34
01-501-98003 OFFICE EXPENSE ALLOCATED	0	0.00	0.00	0.00	0.00	0.00
01-601-99200 AUTOMATIC CONTROLS	0	0.00	0.00	0.00	0.00	0.00
01-601-99205 BOOSTER/PUMP STATIONS	0	0.00	0.00	0.00	0.00	0.00
01-601-99220 MONITOR WELLS	0	0.00	0.00	0.00	0.00	0.00
01-601-99230 PRODUCTION WELLS	0	0.00	0.00	0.00	0.00	0.00
01-601-99240 PUMPING PLANT	0	0.00	0.00	0.00	0.00	0.00
01-601-99250 SOURCE OF SUPPLY	0	0.00	0.00	0.00	0.00	0.00
01-601-99260 WATER SAMPLING STATIONS	0	0.00	0.00	0.00	0.00	0.00
01-601-99270 WATER SEEPAGE PITS	0	0.00	0.00	0.00	0.00	0.00
01-601-99280 TANKS & RESERVOIRS	0	0.00	0.00	0.00	0.00	0.00
01-601-99450 SHOP TOOLS & EQUIPMENT - P	0	0.00	0.00	0.00	0.00	0.00
01-601-99510 LARGE EQUIPMENT - PROD	0	0.00	0.00	0.00	0.00	0.00
01-601-99550 AUTOMOTIVE - PRODUCTION	0	0.00	0.00	0.00	0.00	0.00
01-601-99600 GROUND WATER SURVEY	0	0.00	0.00	0.00	0.00	0.00
01-601-99610 URBAN GROUND WATER MNGT	0	0.00	0.00	0.00	0.00	0.00
01-601-99750 SOFTWRE & COMPUTRS- PRODU	0	0.00	0.00	0.00	0.00	0.00
TOTAL Production	854,867	64,362.29	441,883.28	0.00	412,983.72	51.69
<u>Distribution</u>						
01-502-01105 MAIN, VALVE & LEAK SALARY	104,900	2,418.61	40,434.47	0.00	64,465.53	38.55
01-502-01130 DISTRIBUTION SALARY	108,861	13,116.32	64,782.85	0.00	44,078.15	59.51
01-502-01140 CROSS CONNECTION CONTRL SA	41,288	1,089.09	12,699.27	0.00	28,588.73	30.76
01-502-02920 INVENTORY-OVER & SHORT	3,168	302.15	4.08	0.00	3,172.08	0.13
01-502-03105 MAINLINE AND LEAK REPAIR	83,322	132.60	13,083.37	0.00	70,238.63	15.70
01-502-03110 EQUIPMENT RENTAL	3,023	226.71	1,586.97	0.00	1,436.03	52.50
01-502-03130 CROSS CONNECTION CONTROL E	679	0.00	635.63	0.00	43.37	93.61
01-502-04005 CONTRACT LOCATING EXPENSE	4,780	787.21	5,027.11	0.00	247.11	105.17
01-502-98001 EE BENEFITS ALLOCATED	142,786	14,006.40	82,938.82	0.00	59,847.18	58.09
01-502-98002 FIELD EXPENSES ALLOCATED	16,180	6,486.10	32,901.27	0.00	16,721.27	203.35
01-502-98003 OFFICE EXPENSE ALLOCATED	0	0.00	0.00	0.00	0.00	0.00
01-602-99210 MAINLINES & FIRE HYDRANTS	0	0.00	0.00	0.00	0.00	0.00
01-602-99220 METERS	0	0.00	0.00	0.00	0.00	0.00
01-602-99450 SHOP TOOLS & EQUIPMNT - DI	0	0.00	0.00	0.00	0.00	0.00
01-602-99550 AUTOMOTIVE - DISTRIBUTION	0	0.00	0.00	0.00	0.00	0.00
01-602-99580 LARGE EQUIPMENT - DISTRIBU	0	0.00	0.00	0.00	0.00	0.00
TOTAL Distribution	508,987	38,565.19	254,085.68	0.00	254,901.32	49.92

01 -GENERAL FUND

% OF YEAR COMPLETED: 58.33

EXPENSES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Customer Service</u>						
01-503-01105 FIELD SALRY - CUSTOMER SER	111,934	6,119.80	39,951.32	0.00	71,982.68	35.69
01-503-01110 OFFICE SALARY - CUSTOMER S	94,439	4,609.14	36,491.50	0.00	57,947.50	38.64
01-503-01135 STANDBY SALARY	21,934	2,734.44	15,313.43	0.00	6,620.57	69.82
01-503-03105 METER SERVICE REPAIR	15,929	2,428.24	10,142.42	0.00	5,786.58	63.67
01-503-04005 PLAN CHECK/INSPECTION	0	0.00	1,872.63	0.00	(1,872.63)	0.00
01-503-07005 CREDIT CARD FEES	7,448	855.31	7,922.55	0.00	(474.55)	106.37
01-503-07010 BAD DEBT	20,400	0.00	(1,408.17)	0.00	21,808.17	6.90
01-503-07015 PUBLIC INFORMATION	44,737	2,016.36	22,018.38	0.00	22,718.62	49.22
01-503-07020 WATER CONSERVATION EXPENSE	18,727	2,500.00	17,796.39	0.00	930.61	95.03
01-503-98001 EE BENEFITS ALLOCATED	115,589	11,338.51	67,140.93	0.00	48,448.07	58.09
01-503-98002 FIELD EXPENSES ALLOCATED	1,579	632.79	3,209.89	0.00	(1,630.89)	203.29
01-503-98003 OFFICE EXPENSE ALLOCATED	104,096	9,004.89	71,353.48	0.00	32,742.52	68.55
01-603-99400 METER READING EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL Customer Service	556,812	42,239.48	291,804.75	0.00	265,007.25	52.41
<u>Administration</u>						
01-504-01105 ADMINISTRATION SALARY	238,578	15,546.89	125,096.16	0.00	113,481.84	52.43
01-504-01115 DIRECTORS SALARY	0	2,778.08	14,044.70	0.00	(14,044.70)	0.00
01-504-01205 DIRECTORS EXPENSE	23,465	0.00	0.00	0.00	23,465.00	0.00
01-504-01210 DIRECTORS / C.A.C. EDUCATI	9,693	595.62	4,492.48	0.00	5,200.52	46.35
01-504-01215 TRAINING EXPENSE	16,994	1,377.68	8,716.07	0.00	8,277.93	51.29
01-504-04005 LOBBYIST	42,000	3,500.00	21,000.00	0.00	21,000.00	50.00
01-504-04010 PROJECT FEASIBILITY STUDIE	0	0.00	0.00	0.00	0.00	0.00
01-504-04015 CMC DEMO PROJECT CLEARING	0	0.00	0.00	0.00	0.00	0.00
01-504-04017 CIMIS STATION CLEARING ACC	0	0.00	0.00	0.00	0.00	0.00
01-504-07000 MISCELLANEOUS EXPENSE	2,467	1,528.15	2,396.34	0.00	70.66	97.14
01-504-07005 BUSINESS EXPENSE	16,062	6,237.40	12,477.77	0.00	3,584.23	77.69
01-504-07006 SUBSCRIPTIONS	3,111	362.86	1,490.46	0.00	1,620.54	47.91
01-504-07010 EMERGENCY PREPAREDNESS	7,555	0.00	816.00	0.00	6,739.00	10.80
01-504-07015 OUTSIDE SERVICES	31,112	2,076.16	17,031.71	0.00	14,080.29	54.74
01-504-07016 MEMBERSHIP FEES & DUES	18,031	0.00	10,202.26	0.00	7,828.74	56.58
01-504-98001 EE BENEFITS ALLOCATED	135,987	13,339.43	78,989.35	0.00	56,997.65	58.09
01-504-98002 FIELD EXPENSES ALLOCATED	0	0.00	0.00	0.00	0.00	0.00
01-504-98003 OFFICE EXPENSE ALLOCATED	18,927	1,637.26	12,973.36	0.00	5,953.64	68.54
01-604-99100 LAND & EASEMENT	0	0.00	0.00	0.00	0.00	0.00
01-604-99300 BUILDINGS	0	0.00	5,040.00	0.00	(5,040.00)	0.00
01-604-99320 DEMO GARDEN	0	0.00	0.00	0.00	0.00	0.00
01-604-99450 OFFICE FURNITURE & EQUIPME	0	0.00	0.00	0.00	0.00	0.00
01-604-99600 STRATEGIC PLAN DEV	0	0.00	0.00	0.00	0.00	0.00
01-604-99610 VULNERABILITY ASSESSMENT	0	0.00	0.00	0.00	0.00	0.00
01-604-99620 WASTE WATER FEASIBILITY ST	0	0.00	0.00	0.00	0.00	0.00
01-604-99630 WATER AVAILABILITY EVALUAT	0	0.00	0.00	0.00	0.00	0.00
01-604-99640 DEMOGRAPHIC SURVEY	0	0.00	0.00	0.00	0.00	0.00
01-604-99650 GROUND WATER MONITORING PL	0	0.00	0.00	0.00	0.00	0.00
01-604-99660 RATE STUDIES	0	0.00	0.00	0.00	0.00	0.00
01-604-99900 WASTEWATER SYSTEM & STARTU	0	0.00	0.00	0.00	0.00	0.00
TOTAL Administration	563,982	48,979.53	314,766.66	0.00	249,215.34	55.81

01 -GENERAL FUND

% OF YEAR COMPLETED: 58.33

EXPENSES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Engineering</u>						
01-505-01105 ENGINEERING/GIS/IT SALARY	83,299	6,366.38	42,978.82	0.00	40,320.18	51.60
01-505-02305 MAPS/DRAFTING SUPPLIES	1,616	0.00	2,038.50	0.00	422.50	126.14
01-505-04005 ENGINEERING SERVICES	60,000	805.00	3,095.00	0.00	56,905.00	5.16
01-505-04010 MAPPING SYSTEM UPGRADES	8,240	0.00	2,120.62	0.00	6,119.38	25.74
01-505-98001 EE BENEFITS ALLOCATED	47,595	4,668.80	27,646.27	0.00	19,948.73	58.09
01-505-98002 FIELD EXPENSES ALLOCATED	0	0.00	0.00	0.00	0.00	0.00
01-505-98003 OFFICE EXPENSE ALLOCATED	18,927	1,637.26	12,973.36	0.00	5,953.64	68.54
01-605-99400 ENGINEERING EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
01-605-99410 MAPPING SYSTEM	0	0.00	0.00	0.00	0.00	0.00
01-605-99600 WATER MASTER PLAN	0	0.00	0.00	0.00	0.00	0.00
01-605-99700 WATER MODEL ASSESSMENT H2O	0	0.00	0.00	0.00	0.00	0.00
01-605-99750 SOFTWARE & COMPUTERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL Engineering	219,677	13,477.44	90,852.57	0.00	128,824.43	41.36
<u>Finance</u>						
01-506-01100 FINANCE SALARY	225,760	14,509.03	109,110.34	0.00	116,649.66	48.33
01-506-04005 ACCOUNTING SERVICES	24,970	0.00	23,582.00	0.00	1,388.00	94.44
01-506-98001 EE BENEFITS ALLOCATED	122,388	12,005.49	71,090.40	0.00	51,297.60	58.09
01-506-98002 FIELD EXPENSES ALLOCATED	0	0.00	0.00	0.00	0.00	0.00
01-506-98003 OFFICE EXPENSE ALLOCATED	37,853	3,274.51	25,946.72	0.00	11,906.28	68.55
TOTAL Finance	410,971	29,789.03	229,729.46	0.00	181,241.54	55.90
<u>Personnel</u>						
01-507-01100 PERSONNEL SALARY	26,455	1,339.67	9,412.98	0.00	17,042.02	35.58
01-507-01115 UNION & LABOR NEGOT. SALAR	0	0.00	0.00	0.00	0.00	0.00
01-507-01120 SAFETY SALARY	9,382	760.00	3,030.00	0.00	6,352.00	32.30
01-507-01905 EMPLOYMENT RECRUITING EXPE	2,046	185.00	2,057.47	0.00	11.47	100.56
01-507-01910 LABOR NEGOTIATION EXPENSE	0	0.00	0.00	0.00	0.00	0.00
01-507-98001 EE BENEFITS ALLOCATED	13,599	1,333.94	7,898.93	0.00	5,700.07	58.08
01-507-98002 FIELD EXPENSES ALLOCATED	0	0.00	0.00	0.00	0.00	0.00
01-507-98003 OFFICE EXPENSE ALLOCATED	9,463	818.63	6,486.69	0.00	2,976.31	68.55
01-607-99600 PERSONNEL MANUAL/CLASS STU	0	0.00	0.00	0.00	0.00	0.00
TOTAL Personnel	60,945	4,437.24	28,886.07	0.00	32,058.93	47.40
<u>Legal</u>						
01-508-04000 LEGAL SERVICES	68,666	2,015.50	48,171.00	0.00	20,495.00	70.15
TOTAL Legal	68,666	2,015.50	48,171.00	0.00	20,495.00	70.15
<u>Bonds & Loans</u>						
01-509-08105 BOND PAYABLE PRINCP 1997 B	0	0.00	0.00	0.00	0.00	0.00
01-509-08110 I.D. #2 BONDS PYBLE-PRINCI	100,000	0.00	0.00	0.00	100,000.00	0.00
01-509-08115 CMM PRINCIPAL	84,000	0.00	82,000.00	0.00	2,000.00	97.62
01-509-08120 MORONGO BASIN PIPELINE	228,642	0.00	0.00	0.00	228,642.00	0.00
01-509-08150 MWA OPERATION & MAINT.	0	0.00	0.00	0.00	0.00	0.00
01-509-08205 INTEREST EXPENSE - 1997 BO	0	0.00	0.00	0.00	0.00	0.00
01-509-08210 INTEREST EXPENSE I.D. #2	21,500	0.00	10,750.00	0.00	10,750.00	50.00
01-509-08215 INTEREST EXPENSE - CMM	160,356	0.00	81,572.35	0.00	78,783.65	50.87
01-509-08220 INTEREST EXPENSE-UTILITY S	0	0.00	0.00	0.00	0.00	0.00

01 -GENERAL FUND

% OF YEAR COMPLETED: 58.33

EXPENSES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
01-509-08305 TRUSTEE FEES - 1997 BONDS	2,575	0.00	0.00	0.00	2,575.00	0.00
01-509-08310 ANALYTICAL SERVICES 1997 B	2,591	2,515.00	2,515.00	0.00	76.00	97.07
01-509-08315 ID #2 BONDS COLLECTION CHA	346	30.32	192.33	0.00	153.67	55.59
01-509-08320 GENERAL TAX COLLECTION CHA	969	109.09	755.79	0.00	213.21	78.00
01-509-08325 ADMINISTRATION - CMM	12,000	0.00	4,175.83	0.00	7,824.17	34.80
01-509-08910 AMORTIZATION OF BOND DEFER	0	0.00	0.00	0.00	0.00	0.00
01-509-08911 AMORTIZATION OF BOND DISCO	0	0.00	0.00	0.00	0.00	0.00
01-509-08912 AMORTIZATION BOND ISSUE CO	0	0.00	0.00	0.00	0.00	0.00
TOTAL Bonds & Loans	612,979	2,654.41	181,961.30	0.00	431,017.70	29.68

Benefits Allocated

01-551-01105 CONTRA SALARY-CAFE PLAN RE	0	0.00	0.00	0.00	0.00	0.00
01-551-01205 EMPLOYEE EDUCATION	262	313.83	313.83	0.00	(51.83)	119.78
01-551-01210 COMPENSATED LEAVE	185,000	23,789.87	128,257.54	0.00	56,742.46	69.33
01-551-01215 CAFETERIA PLAN EXPENSE	195,750	15,220.00	105,305.00	0.00	90,445.00	53.80
01-551-01220 GROUP INSURANCE EXPENSE	6,562	1,449.61	6,379.38	0.00	182.62	97.22
01-551-01225 WORKERS COMPENSATION INSUR	28,000	6,213.00	13,928.07	0.00	14,071.93	49.74
01-551-01230 RETIREMENT	149,304	10,911.37	81,127.97	0.00	68,176.03	54.34
01-551-01235 VEHICLE ALLOWANCE SALARY	0	0.00	0.00	0.00	0.00	0.00
01-551-01240 UNIFORMS	6,770	0.00	920.62	0.00	5,849.38	13.60
01-551-01245 ALLOWANCE AND ADJUSTMENTS	0	0.00	0.00	0.00	0.00	0.00
01-551-01305 PAYROLL TAXES	108,285	8,799.46	58,714.30	0.00	49,570.70	54.22
01-551-98000 ALLOCATED EXPENSES	(679,933)	(66,697.14)	(394,946.71)	0.00	(284,986.29)	58.09
TOTAL Benefits Allocated	0	0.00	0.00	0.00	0.00	0.00

Field Allocated

01-552-02205 SHOP EXPENSE - COMBINED	11,222	708.53	6,598.50	0.00	4,623.50	58.80
01-552-02210 SMALL TOOLS EXPENSE - COMB	10,404	352.57	3,031.62	0.00	7,372.38	29.14
01-552-02215 SAFETY EXPENSE	5,132	162.99	1,752.39	0.00	3,379.61	34.15
01-552-03205 TRACTOR/TOOL REPAIR	4,145	0.00	4,054.94	0.00	90.06	97.83
01-552-03905 BUILDING REPAIR & MAINT.	28,787	3,687.85	14,753.70	0.00	14,033.30	51.25
01-552-05005 FUEL-VEHICLES	36,494	7,692.64	23,011.29	0.00	13,482.71	63.05
01-552-05010 AUTO EXPENSE	27,050	791.82	12,026.03	0.00	15,023.97	44.46
01-552-05015 EQUIPMENT CLEARING ACCOUN	(1,718)	0.00	(190.18)	0.00	(1,527.82)	11.07
01-552-06305 COMMUNICATIONS	10,305	1,273.36	7,065.63	0.00	3,239.37	68.57
01-552-07005 REGULATORY, PERMITS, ETC	8,115	1,150.00	11,194.96	0.00	(3,079.96)	137.95
01-552-07010 OVERHEAD 17 (OTHER-90)	(96,093)	0.00	(2,810.87)	0.00	(93,282.13)	2.93
01-552-07015 OVERHEAD 16 (LABOR-80)	(4,381)	0.00	(240.99)	0.00	(4,140.01)	5.50
01-552-98000 ALLOCATED EXPENSES	(39,463)	(15,819.76)	(80,247.02)	0.00	40,784.02	203.35
TOTAL Field Allocated	(1)	0.00	0.00	0.00	(1.00)	0.00

Office allocated

01-553-01405 TEMPORARY LABOR FEES	22,870	3,094.79	23,374.28	0.00	(504.28)	102.20
01-553-02105 OFFICE SUPPLIES & EQUIPMEN	31,212	867.93	12,408.35	0.00	18,803.65	39.76
01-553-02110 POSTAGE	22,866	13.60	11,331.42	0.00	11,534.58	49.56
01-553-04005 COMPUTER PROGRAMMING EXPEN	2,719	0.00	0.00	0.00	2,719.00	0.00
01-553-04010 OFFICE EQUIP - REPAIR & MA	35,658	6,147.01	31,015.01	0.00	4,642.99	86.98
01-553-04015 SYSTEM ADMINISTRATION	49,359	3,855.00	30,140.00	0.00	19,219.00	61.06
01-553-06205 TELEPHONE AND UTILITIES	32,583	2,394.22	21,464.54	0.00	11,118.46	65.88
01-553-98000 ALLOCATED EXPENSES	(197,266)	(16,372.55)	(129,733.61)	0.00	(67,532.39)	65.77
TOTAL Office allocated	1	0.00	(0.01)	0.00	1.01	1.00-

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
050784	1/04/2012	R	1	CUSTOMER REFUNDS (MISC.) I-000201201041506 FIELD ASSET SERVICES:US REFUND	51.01 ----- 51.01
050785	1/04/2012	R	1	CUSTOMER REFUNDS (MISC.) I-000201201041507 KARP, BRUCE :US REFUND	66.65 ----- 66.65
050786	1/04/2012	R	1	CUSTOMER REFUNDS (MISC.) I-000201201041508 E.M. GALES REVOCABLE:US REFUND	45.94 ----- 45.94
050787	1/04/2012	R	1	CUSTOMER REFUNDS (MISC.) I-000201201041509 YEATES, JON :US REFUND	46.59 ----- 46.59
050788	1/04/2012	R	1	CUSTOMER REFUNDS (MISC.) I-000201201041510 KORTH, RYAN :US REFUND	44.03 ----- 44.03
050789	1/04/2012	R	1	CUSTOMER REFUNDS (MISC.) I-000201201041511 ADAMS, MICHAEL A :US REFUND	153.88 ----- 153.88
050790	1/06/2012	R	001004	BANK OF AMERICA I-BA0112 TRN EXP/DIR TRN/BRDRM/PP WELL	3,380.03 ----- 3,380.03
050791	1/06/2012	R	000145	CALIFORNIA STATE DISBURSEMENT UNIT I-010612 EE REMITTANCE	198.92 ----- 198.92
050792	1/06/2012	R	001901	CSA-20 I-CSA122111 HALL RENTAL: BOARD MTG	182.00 ----- 182.00
050793	1/06/2012	R	003210	FRED PRYOR SEMINARS/CAREER TRK I-13180862 STAFF TRAINING I-13180863 STAFF TRAINING	99.00 99.00 ----- 198.00

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
050794	1/06/2012	R	003505	LORI PARKER	
			I-5525	VEHICLE REPAIRS	12.00

					12.00
050795	1/06/2012	R	000195	HARDESTY'S CUSTOM FLOORS	
			I-6582	BOARD ROOM CARPET	2,214.25

					2,214.25
050796	1/06/2012	R	004720	INLAND WATER WORKS	
			I-238495	PUMPING PLANT REPAIR SUPPLIES	757.06

					757.06
050797	1/06/2012	R	000196	LOUGH CONSTRUCTION	
			I-LC122611	REMODEL BOARD ROOM	5,861.00

					5,861.00
050798	1/06/2012	R	009897	THE MALLANTS CORPORATION	
			I-2427	TEMPORARY LABOR	850.80
			I-2428	TEMPORARY LABOR	712.55

					1,563.35
050799	1/06/2012	R	006200	HELEN A. MCALLISTER	
			I-5611B	JANITORIAL SERVICES - DEC 11	580.00

					580.00
050800	1/06/2012	R	003930	NBS	
			I-12281121	CMM ADMIN - ANNUAL REPORTING	2,515.00

					2,515.00
050801	1/06/2012	R	008102	OFFICEMAX CONTRACT INC.	
			I-702587	OFFICE SUPPLIES	149.80

					149.80
050802	1/06/2012	R	008105	OLE'S ALIGNMENT & BRAKE	
			I-034491	ALIGNMENT	65.00

					65.00
050803	1/06/2012	R	000070	ONLINE INFORMATION SERVICES, INC.	
			I-385044	ID VERIF. SERV. THRU 12/31/11	227.10

					227.10

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
050804	1/06/2012	V	008414	ROBERT L. STEPHENSON I-1563 VIDEO TAPING BD MEETINGS - DEC	300.00 ----- 300.00
050805	1/06/2012	R	009878	SOUTHERN CALIFORNIA EDISON I-SCE1211 POWER FOR PUMPING - DEC 11	16,837.12 ----- 16,837.12
050806	1/06/2012	R	009920	STANDARD INSURANCE CO I-ST0112 EE LIFE INSURANCE - JAN 12	702.07 ----- 702.07
050807	1/06/2012	V	000090	THOMPSON PUBLISHING GROUP I-TPG0112 GUIDE TO HIPAA PRIVACY REQRMTS	433.99 ----- 433.99
050808	1/06/2012	R	010850	UNDERGROUND SERVICE ALERT I-1220110320 TICKET DELIVERY SERVICE - DEC	25.50 ----- 25.50
050809	1/06/2012	R	010990	UTILIQUEST L.L.C. I-177428-Q CONTRACT LOCATING EXPENSE	131.54 ----- 131.54
050810	1/06/2012	R	013195	JEFFREY G. ZARTLER I-280632 GROUNDS & DEMO GDN CLEANUP	70.00 ----- 70.00
050811	1/13/2012	R	000058	GARDA CL WEST, INC. I-176-472812 COURIER FEES - JAN 12	440.60 ----- 440.60
050812	1/13/2012	R	000109	PATRICIA FREEMAN I-PF011012 OFFICE SUPPLIES	36.51 ----- 36.51
050813	1/13/2012	R	000197	ERICK LUNA I-101 REPAIR SLOPES @ D2 E1	5,880.00 ----- 5,880.00

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
050814	1/13/2012	R	000501	ACWA/JPIA I-JPIA123111	WORKERS COMP OCT-DEC 2011 6,213.00 ----- 6,213.00
050815	1/13/2012	R	000985	AVALON URGENT CARE, INC I-1897	EE RECRUITING EXPENSE 185.00 ----- 185.00
050816	1/13/2012	R	000998	AWWA, CA-NV SECTION I-010612	AWWA TESTER CERT 180.00 ----- 180.00
050817	1/13/2012	R	001002	BUSINESS CARD I-BA0112	OFFICE SUPPLIES 161.61 ----- 161.61
050818	1/13/2012	R	001461	DEBORAH BOLLINGER I-480	WATER CONSERVATION - DEC 11 2,500.00 ----- 2,500.00
050819	1/13/2012	R	001526	CANYON AUTO SERVICES, INC I-6248	VEHICLE REPAIRS 117.26 ----- 117.26
050820	1/13/2012	R	001528	CARPI & CLAY, INC I-CC1211	LOBBYIST - DEC 11 3,500.00 ----- 3,500.00
050821	1/13/2012	R	001530	CARQUEST/SOUTHERN AUTO SUPPLY I-7340-389205	SHOP EXPENSE 18.31 ----- 18.31
050822	1/13/2012	R	001555	CENTRATEL I-120103192101	DISPATCH SERVICES - DEC 11 284.30 ----- 284.30
050823	1/13/2012	R	001630	AT&T MOBILITY I-829480028X01052012	COMMUNICATIONS - DEC 11 938.37 ----- 938.37

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
050824	1/13/2012	R	001850	CLINICAL LAB OF S.B. INC I-918898 SAMPLING - DEC 11	495.00 ----- 495.00
050825	1/13/2012	R	002205	DESERT FIRE EXT. CO. INC I-207348 FIRE EXTINGUISHER SERVICE	528.17 ----- 528.17
050826	1/13/2012	R	002845	FORTIS BUSINESS MEDIA, LLC. dba I-1-4261248 2012 GUIDE TO EMPL LAW - CA	268.30 ----- 268.30
050827	1/13/2012	R	003505	LORI PARKER I-5604 VEHICLE REPAIRS	15.00 ----- 15.00
050828	1/13/2012	R	004110	BURRTEC WASTE & RECYCLING SVCS I-BW0112 RECYCLING - JAN 12 I-BW0112B TRASH REMOVAL - JAN 12 I-BW0112C TRASH REMOVAL - JAN 12	54.63 248.81 79.92 ----- 383.36
050829	1/13/2012	R	004195	HOME DEPOT CREDIT SERVICES I-HD0112 SHOP EXPENSE/SM TOOLS/OFC SPLY	686.07 ----- 686.07
050830	1/13/2012	R	006790	MOBILE MINI, LLC - CA I-941534861 23' RECORD STORAGE RENTAL	226.71 ----- 226.71
050831	1/13/2012	R	007500	NORTHAMERICAN TRANSPORTATION I-21381 DRUG&ALCOHOL TSTNG-1ST QTR 12	103.17 ----- 103.17
050832	1/13/2012	R	008405	PRECISION ASSEMBLY I-14746 DEC WATER BILLING & PUBL INFO	1,824.78 ----- 1,824.78
050833	1/13/2012	R	008415	PRUDENTIAL OVERALL SPLY. I-20451568 SHOP EXPENSE	87.02 ----- 87.02

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
050834	1/13/2012	R	009072	LAW OFFICES REDWINE AND SHERRILL	
			I-RS011012	RAUCH COMMUNICATIONS DEPOSIT	6,150.00
			I-RS1211	LEGAL SERVICES - DEC 11	11,430.00

					17,580.00
050835	1/13/2012	R	009678	SIGNS BY WANDA	
			I-3048	LOBBY SIGNS & DOOR LETTERING	1,643.18

					1,643.18
050836	1/13/2012	R	010633	LISA THOMPSON	
			I-LT010512	EDUCATION REIMBURSEMENT	313.83

					313.83
050837	1/13/2012	R	010990	UTILIQUEST L.L.C.	
			I-177707-Q	CONTRACT LOCATING EXPENSE	383.67

					383.67
050838	1/13/2012	R	011615	WESTERN EXTERMINATOR CO.	
			I-WE1211	EXTERMINATOR - DEC 11	73.50
			I-WE1211B	EXTERMINATOR - DEC 11	32.00

					105.50
050839	1/13/2012	R	012020	XEROX CORPORATION	
			I-059311433	OFFICE EXPENSE 10/30/-12/21/11	791.51

					791.51
050840	1/12/2012	V		C-CHECK VOID CHECK	0.00

					0.00
050841	1/12/2012	V		C-CHECK VOID CHECK	0.00

					0.00
050842	1/12/2012	V		C-CHECK VOID CHECK	0.00

					0.00
050843	1/12/2012	V		C-CHECK VOID CHECK	0.00

					0.00

CHECK NO	CHECK DATE	STATUS	VENDOR INFO			CHECK AMOUNT
050844	1/12/2012	V	C-CHECK	VOID CHECK	0.00	

					0.00	
050845	1/12/2012	V	C-CHECK	VOID CHECK	0.00	

					0.00	
050846	1/12/2012	V	C-CHECK	VOID CHECK	0.00	

					0.00	
050847	1/12/2012	V	C-CHECK	VOID CHECK	0.00	

					0.00	
050848	1/12/2012	V	C-CHECK	VOID CHECK	0.00	

					0.00	
050849	1/12/2012	R	1	CUSTOMER REFUNDS (MISC.)		
				I-000201201121512 STRAUSS, JESSIE :US REFUND	15.34	

					15.34	
050850	1/12/2012	R	1	CUSTOMER REFUNDS (MISC.)		
				I-000201201121513 DOUGAN, DON :US REFUND	11.34	

					11.34	
050851	1/12/2012	R	1	CUSTOMER REFUNDS (MISC.)		
				I-000201201121514 WHITFIELD, GREGORY A:US REFUND	0.01	

					0.01	
050852	1/12/2012	R	1	CUSTOMER REFUNDS (MISC.)		
				I-000201201121515 ALTISOURCE SOLUTIONS:US REFUND	40.13	

					40.13	
050853	1/12/2012	R	1	CUSTOMER REFUNDS (MISC.)		
				I-000201201121516 CARNICE, HANS :US REFUND	61.03	

					61.03	

CHECK NO	CHECK DATE	STATUS		VENDOR INFO	CHECK AMOUNT
050854	1/12/2012	R	1	CUSTOMER REFUNDS (MISC.) I-000201201121517 BINGHAM, CHRISTOPHER:US REFUND	31.57 ----- 31.57
050855	1/12/2012	R	1	CUSTOMER REFUNDS (MISC.) I-000201201121518 LANE, CAROL :US REFUND	58.40 ----- 58.40
050856	1/12/2012	R	1	CUSTOMER REFUNDS (MISC.) I-000201201121519 BUFORD, FLOYD E :US REFUND	67.45 ----- 67.45
050857	1/12/2012	R	1	CUSTOMER REFUNDS (MISC.) I-000201201121520 ADAD LLC :US REFUND	102.57 ----- 102.57
050858	1/12/2012	R	1	CUSTOMER REFUNDS (MISC.) I-000201201121521 SEPULVEDA, KOURTNEY :US REFUND	21.17 ----- 21.17
050859	1/16/2012	V	002180	CA DEPARTMENT OF FISH AND GAME I-DFG0112 PERMIT-1602 STREAMBED ALTERATN	4,482.75 ----- 4,482.75
050860	1/20/2012	R	000505	ACWA I-ACWA0212 EE ASSISTANCE PROGRAM FEB 12	63.72 ----- 63.72
050861	1/20/2012	R	000095	AIR RESOURCES BOARD (ARB / PERP) I-P-5839-0312 PERP RENEWAL FOR 2 ENGINES	1,150.00 ----- 1,150.00
050862	1/20/2012	R	000145	CALIFORNIA STATE DISBURSEMENT UNIT I-012012 EE REMITTANCE	198.92 ----- 198.92
050863	1/20/2012	R	001560	CENTURY FORMS, INC. I-70563 BUSINESS CARDS - A ROMAN	70.57 ----- 70.57

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
050864	1/20/2012	R	001595	CHEM-TECH INTERNATIONAL, INC. I-JBWD145 WATER TREATMENT EXPENSE	1,168.42 ----- 1,168.42
050865	1/20/2012	R	003015	EUGENE K FAUL I-KF011212 REIMB: OFFICE SUPPLIES	139.91 ----- 139.91
050866	1/20/2012	R	000109	PATRICIA FREEMAN I-PF011812 MILEAGE REIMBURSEMENT	60.61 ----- 60.61
050867	1/20/2012	R	004720	INLAND WATER WORKS I-238792 HACIENDA PRV SUPPLIES I-238793 MAINLINE & LEAK REPAIR SUPPLY	1,521.43 251.87 ----- 1,773.30
050868	1/20/2012	R	005042	JOHN MAHANY I-15210 DEMO GARDEN FOUNTAIN REPAIR	165.00 ----- 165.00
050869	1/20/2012	R	005621	KENNY STRICKLAND, INC I-1050447 FUEL FOR VEHICLES I-1050448 FUEL FOR VEHICLES	5,638.49 2,054.15 ----- 7,692.64
050870	1/20/2012	R	006029	LIEBERT CASSIDY WHITMORE I-143716 LEGAL SERVICES - NOV 11	570.00 ----- 570.00
050871	1/20/2012	R	009897	THE MALLANTS CORPORATION I-2429 TEMPORARY LABOR I-2431 TEMPORARY LABOR	680.64 850.80 ----- 1,531.44
050872	1/20/2012	R	008102	OFFICEMAX CONTRACT INC. I-089127 OFFICE SUPPLIES/SHOP EXPENSE	291.25 ----- 291.25
050873	1/20/2012	R	008200	PITNEY BOWES INC. I-6901144-JA12 LEASING CHARGES - 4TH QTR 11	318.00 ----- 318.00

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
050874	1/20/2012	R	009054	KATHLEEN J. RADNICH I-011512-02 PUBLIC RELATIONS SERVICES	399.60 ----- 399.60
050875	1/20/2012	R	009659	SENSUS METERING SYSTEMS I-ZA12013481 ANN'L SUPPORT THRU 3/30/13	1,564.53 ----- 1,564.53
050876	1/20/2012	R	003596	SUPERMEDIA LLC I-SM0112 MORONGO BASIN ADVERT - JAN 12	22.25 ----- 22.25
050877	1/20/2012	R	000510	TIME WARNER CABLE I-TW0112 CABLE SERVICE - JAN 12	58.32 ----- 58.32
050878	1/20/2012	R	000199	TRAVEL BERKELEY SPRINGS I-TBS0112 BERKELEY SPRNGS WTR CONTEST	35.00 ----- 35.00
050879	1/20/2012	R	010690	TYLER TECHNOLOGIES I-025-36597 ONLINE PRODUCTS - JAN 12	185.00 ----- 185.00
050880	1/20/2012	R	010990	UTILIQUEST L.L.C. I-177987-Q CONTRACT LOCATING EXPENSE	221.47 ----- 221.47
050881	1/20/2012	R	003595	VERIZON CALIFORNIA I-V0112 TELEPHONE (SHOP) - JAN 12	334.99 ----- 334.99
050882	1/19/2012	R	1	CUSTOMER REFUNDS (MISC.) I-000201201191522 EB INVESTMENTS :US REFUND	34.82 ----- 34.82
050883	1/19/2012	R	1	CUSTOMER REFUNDS (MISC.) I-000201201191523 HOMAN, ADAM :US REFUND	37.64 ----- 37.64

CHECK NO	CHECK DATE	STATUS	VENDOR INFO			CHECK AMOUNT
050884	1/19/2012	R	1	CUSTOMER REFUNDS (MISC.)		
				I-000201201191524	KENNEDY, MYRA :US REFUND	1.59

						1.59
050885	1/19/2012	R	1	CUSTOMER REFUNDS (MISC.)		
				I-000201201191525	CLARK, LLOYD JR. :US REFUND	0.80

						0.80
050886	1/19/2012	R	1	CUSTOMER REFUNDS (MISC.)		
				I-000201201191526	MORGAN, DEBORAH A :US REFUND	61.09

						61.09
050887	1/19/2012	R	1	CUSTOMER REFUNDS (MISC.)		
				I-000201201191527	RODRIGUEZ, JUAN :US REFUND	54.36

						54.36
050888	1/19/2012	R	901385	SIMPLER LIFE EMERGENCY		
				I-31131	EMERGENCY PREPAREDNESS	816.00

						816.00
050889	1/23/2012	R	002180	CA DEPARTMENT OF FISH AND GAME		
				I-DFG012312	PERMIT-1602 STREAMBED ALTERATN	840.25

						840.25
050890	1/23/2012	R	001899	COUNTY OF SAN BERNARDINO		
				I-SBC012311	TREE REMOVAL PERMIT	600.00

						600.00
050891	1/27/2012	R	000507	ACWA HEALTH BENEFITS AUTHORITY		
				I-ACWA0212	EE HEALTH BENEFIT - FEB 12	11,896.06

						11,896.06
050892	1/27/2012	R	000575	AFSCME LOCAL 1902		
				I-AFSCME0112	EE UNION DUES - JAN 12	468.00

						468.00
050893	1/27/2012	R	000656	AMERICAN HERITAGE LIFE INS CO.		
				I-ALL1211	EE LIFE INSURANCE - DEC 11	304.89

						304.89

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
050894	1/27/2012	R	001526	CANYON AUTO SERVICES, INC I-6280 VEHICLE REPAIRS	433.56 ----- 433.56
050895	1/27/2012	R	001530	CARQUEST/SOUTHERN AUTO SUPPLY I-7340-392977 VEHICLE REPAIR	1.81 ----- 1.81
050896	1/27/2012	R	001652	CIRCLE MOUNTAIN BIOLOGICAL I-CM0112 RECHARGE: BASIN & PIPELINE	6,152.49 ----- 6,152.49
050897	1/27/2012	R	001865	COMPUTER GALLERY I-306221 PLAT. MAINTENANCE - FEB 12 I-306225 BDR BACKUP SERVICE - FEB 12	2,895.00 960.00 ----- 3,855.00
050898	1/27/2012	R	002003	D & B INDUSTRIAL SAFETY I-18515 SAFETY EXPENSE	162.99 ----- 162.99
050899	1/27/2012	R	002565	DUDEK AND ASSOCIATES, INC I-20113712 ENG SERV: NEW HZONE TANK I-20114027 ENG SERV: NEW HZONE TANK I-20114511 ENGINEERING SERV: TITLE XVI	14,950.00 8,631.00 805.00 ----- 24,386.00
050900	1/27/2012	R	000156	MICHAEL JEAN KLUTTS I-20111215-166 TELEMETRY MAINTENANCE	943.77 ----- 943.77
050901	1/27/2012	R	006507	McMASTER-CARR SUPPLY COMPANY I-15460781 METER REPAIR	181.53 ----- 181.53
050902	1/27/2012	R	008102	OFFICEMAX CONTRACT INC. I-090363 OFFICE SUPPLIES I-090365 OFFICE SUPPLIES I-121633 SHOP EXPENSE	31.79 14.98 16.00 ----- 62.77

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
050903	1/27/2012	R	000201	ONLINE STORES, INC. I-OSI0112 FLAGPOLE	1,003.00 ----- 1,003.00
050904	1/27/2012	R	000182	PROGRESSIVE BUSINESS PUBLICATIONS I-PBP0112 PUBLICATION SUBSCRIPTION	94.56 ----- 94.56
050905	1/27/2012	R	009880	SOUTHERN CALIFORNIA EDISON CO I-SCE0112 POWER TO BUILDINGS - JAN 12	1,308.72 ----- 1,308.72
050906	1/27/2012	R	009920	STANDARD INSURANCE CO I-STO212 EE LIFE INSURANCE - FEB 12	702.07 ----- 702.07
050907	1/27/2012	R	901353	MICHAEL W. BRANNING I-UL0112 DEMO GARDEN MAINTENANCE	1,350.00 ----- 1,350.00
050908	1/27/2012	R	010990	UTILIQUEST L.L.C. I-178256-Q CONTRACT LOCATING EXPENSE	50.53 ----- 50.53
050909	1/27/2012	R	003600	VERIZON CALIFORNIA I-V0112 TELEPHONE (OFFICE) - JAN 12	720.63 ----- 720.63
*134339	1/12/2012	V		C-CHECK VOID CHECK	0.00 ----- 0.00
134340	1/12/2012	V		C-CHECK VOID CHECK	0.00 ----- 0.00
134341	1/12/2012	V		C-CHECK VOID CHECK	0.00 ----- 0.00

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
134342	1/12/2012	V	C-CHECK	VOID CHECK	0.00

					0.00
134343	1/12/2012	V	C-CHECK	VOID CHECK	0.00

					0.00
134344	1/12/2012	V	C-CHECK	VOID CHECK	0.00

					0.00
134345	1/12/2012	V	C-CHECK	VOID CHECK	0.00

					0.00
134346	1/12/2012	V	C-CHECK	VOID CHECK	0.00

					0.00
134347	1/12/2012	V	C-CHECK	VOID CHECK	0.00

					0.00
134348	1/12/2012	V	C-CHECK	VOID CHECK	0.00

					0.00
*900219	1/07/2012	D	001517 CalPERS		
			I-PPE 12-30-11	PAY PERIOD ENDING 12/30/11	9,837.79

					9,837.79
900220	1/09/2012	D	004800 INTERNAL REVENUE SERVICE		
			I-IRS PD 12/30/11	FED W/H, SOC SEC, MEDICARE	14,414.15

					14,414.15
900221	1/09/2012	D	002822 EMPLOYMENT DEVELOPMENT		
			I-EDD PD 12/30/11	STATE & SDI W/H	2,888.94

					2,888.94

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
900222	1/23/2012	D	001517	CalPERS I-PPE 1-13-12	PAY PERIOD ENDING 1/13/12 9,539.39 ----- 9,539.39
900223	1/23/2012	D	004800	INTERNAL REVENUE SERVICE I-IRS PD 1/20/12	FED W/H, SOC SEC, MEDICARE 14,125.50 ----- 14,125.50
900224	1/23/2012	D	002822	EMPLOYMENT DEVELOPMENT I-EDD PD 1/20/12	STATE & SDI W/H 2,786.71 ----- 2,786.71
900225	1/25/2012	D	000025	ICMA RC I-900225	457 REMITTANCE - JAN 12 2,155.38 ----- 2,155.38
TOTALS:	143				217,881.55
			LESS - PRIOR MONTH VOIDS:		
				50735	(893.71)
				50443	(816.00)
			LESS - CURRENT MONTH VOIDS:		
				50807	(433.99)
				50859	(4,482.75)
					----- 211,255.10 =====

DIRECTOR PAYROLL & REIMBURSEMENTS**JANUARY 2012**

<u>Check Date</u>	<u>Event Date</u>	<u>Event Description</u>	<u>Pay Description</u>	<u>Amount</u>
<u>COATE, PAUL F</u>				
01/06/2012	12/21/2011		DIRECTOR'S FEES	173.63
01/20/2012	01/12/2012	MILES: MWA BD MTG	REIMBURSEMENT	86.58
01/20/2012	01/12/2012	MWA BOARD MEETING	DIRECTOR'S FEES	173.63
01/20/2012	01/04/2012		DIRECTOR'S FEES	173.63
01/20/2012	12/14/2011	ADJ'D 12/7/11 BD MTG	DIRECTOR'S FEES	173.63
			Total:	<u>781.10</u>
				=====
<u>LONG, WILLIAM C</u>				
01/06/2012	12/21/2011		DIRECTOR'S FEES	173.63
01/20/2012	12/14/2011	ADJ'D 12/7/11 BD MTG	DIRECTOR'S FEES	173.63
01/20/2012	01/04/2012		DIRECTOR'S FEES	173.63
			Total:	<u>520.89</u>
				=====
<u>LUCKMAN, MICKEY C</u>				
01/06/2012	12/21/2011		DIRECTOR'S FEES	173.63
01/20/2012	12/14/2011	ADJ'D 12/7/11 BD MTG	DIRECTOR'S FEES	173.63
01/20/2012	01/04/2012		DIRECTOR'S FEES	173.63
			Total:	<u>520.89</u>
				=====
<u>REYNOLDS, MICHAEL P</u>				
01/06/2012	12/21/2011		DIRECTOR'S FEES	173.63
01/20/2012	12/14/2011	ADJ'D 12/7/11 BD MTG	DIRECTOR'S FEES	173.63
01/20/2012	01/04/2012		DIRECTOR'S FEES	173.63
			Total:	<u>520.89</u>
				=====
<u>WILSON, GARY L</u>				
01/06/2012	12/21/2011		DIRECTOR'S FEES	173.63
01/20/2012	12/14/2011	ADJ'D 12/7/11 BD MTG	DIRECTOR'S FEES	173.63
01/20/2012	01/04/2012		DIRECTOR'S FEES	173.63
			Total:	<u>520.89</u>
				=====
			Grand Total:	<u>2,864.66</u>
				=====


2/2/2012 10:06 AM

Page 1 of 1

JOSHUA BASIN WATER DISTRICT
SUPPLEMENTAL DATA SHEET

Regular Meeting of the Board of Directors

February 15, 2012

To: President and Board of Directors
From: Susan Greer 

TOPIC: Consider RFP for Audit Services

RECOMMENDATION: That the Board take the following action: retain the current auditor, Messner & Hadley for the 11/12 audit, directing staff to initiate a new one-year contract for a financial report that meets the GFOA requirements for a certificate of achievement for excellence in financial reporting; or

Alternatively, if the Board wants to change auditors, Staff makes the following recommendation:

Authorize preparation of an RFP with the following provisions:

1. an initial three-year contract period and the ability to extend for three more years on a year-to-year basis if work is satisfactory; and
2. determine whether or not to invite the current auditor to bid on the RFP, considering their bid based upon the same criteria as all others and awarding them the contract if they are the lowest responsive bidder.

ANALYSIS: The Board received the 10/11 audit report from Paul Messner of Messner & Hadley on January 4. After the presentation, Director Wilson suggested that the District should find a new auditor for next year.

The District last solicited audit proposals in 2005 for the 05/06 audit. Messner & Hadley was selected and has performed satisfactorily for the District since then—for the past six years.

The Government Finance Officers Association (GFOA) recommends that governmental entities should enter into multiyear agreements of at least five years in duration when obtaining the services of independent auditors. Such agreements allow for greater continuity and help to minimize the potential for disruption in connection with the independent audit. This is especially important in a small agency with limited staff. Multiyear agreements can also help to reduce audit costs by allowing auditors to recover certain startup costs over several

years. See attached GFOA best practice information.

While the GFOA best practice recommends at least five years, I wanted to know what was actually happening at other agencies. I sent out an email question to the California Society of Municipal Finance Officers association asking what frequency they use for auditor rotation and received 25 responses. Many referred me to the GFOA standards—at least five years. Five request proposals every three years, 14 request proposals every five years, four request proposals every five to seven years and there were two agencies with the same auditor for ten years or more. Quite a few agencies use the RFP process to confirm that a fair price is charged and allow the same auditor to be selected again—not requiring an automatic change in auditors.

The audit process involves about a week of field work at the District for at least two auditors, examining, testing and verifying our financial records. While onsite, they review a small sampling of all transactions (less than 1%), verifying information and assessing our systems and processes. They ask questions and give suggestions if they see opportunities for improvement. The information obtained is then turned into our financial statement. It takes each auditor about three years to really learn the intricacies of our particular business which enables them to make recommendations for improvements. From a staff perspective, that is when they really become valuable to the District.

Auditors are Certified Public Accountants, licensed by the State of California, Department of Consumer Affairs, Board of Accountancy. They are regulated by the California Code of Regulations, Business and Professions Code and must comply with standards of professional conduct which dictate that they are legally independent. Like the Board and Management Staff, they also receive ethics training.

The original 2006 three-year audit contract was \$54,660, or \$18,220 per year. The District paid \$23,600 for the 10/11 audit. Recently, Bighorn-Desert View Water Agency approved a continuation of their audit services at a cost of \$29,000 per year. We have no price from Messner & Hadley to perform the 11/12 audit although the price has not increased for the last three years. If the Board elects to maintain the current auditors, we would request the pricing and bring the contract back to the Board for approval.

While the timing for proposing this change of auditors would appear to be perfect, staffing changes in the Finance Department, training and other priorities such as the upcoming two-year budget will make it difficult to manage this big effort that will require a significant amount of Finance Department staff

time. If we start now, there *is* time to complete this work in time for the 11/12 audit if that is the Board's direction, and we will shift priorities. The first year audit itself also takes at least 50% more staff time with a new auditor (the start-up costs referred to above.)

If the Board wants to move forward with the RFP this year, Staff would like direction on whether the current auditors will be considered. If the Board simply wants to change firms without regard to pricing, we will advise them accordingly so they don't waste their time responding to the RFP. If price is a primary consideration, we are likely to get one of our best prices from the current auditors who have already recovered startup costs and know our operations well. Several of the agencies that responded to my question indicated that they repeated the RFP process on a regular basis, typically every 5 years, but allowed the current auditor to bid and be selected if they were the lowest responsive bidder. We could stipulate that the lead auditor needs to change if we continue with the same firm although we have already had one change in lead auditor during the six years of the current contract.

In addition, I received suggestions from some agencies about using an initial 3-year contract period, with an ability to renew for two to four more years if the work was satisfactory. The renewal of the contract would come back to the Board for approval, but this would provide a simple means of extending the contract and could result in better pricing. If the Board concurs, we would add that language into the RFP.

Finally, staff would like to apply for a Certificate of Achievement for Excellence in Financial Reporting next year. GFOA established this program to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare comprehensive annual financial reports. We would need to specify in the RFP that our audit needs to meet those standards. Our current auditor indicates that this would not change his cost much and most additional work falls on staff in the way of reporting. In addition, there are filing fees of \$500-\$1,000, payable to GFOA.

FISCAL IMPACT: Unknown. Current audit cost is \$23,600; RFP may result in increase or decrease to current cost.

JOSHUA BASIN WATER DISTRICT
SUPPLEMENTAL DATA SHEET

Regular Meeting of the Board of Directors

February 15, 2012

Report to: President and Members of the Board
From: Joe Guzzetta, General Manager

TOPIC: RETAINING OF MARTIN RAUCH COMMUNICATIONS FOR
ANNUAL BOARD STRATEGIC PLANNING WORKSHOP

RECOMMENDATION: That the Board authorize an agreement with Martin Rauch and Associates in the amount of \$7,935 plus travel expenses to **facilitate the Board's annual strategic planning workshop**

ANALYSIS: **The Board annually participates in a "strategic planning"** workshop to set long term goals and strategies, and to identify shorter term programs of work.

Martin Rauch has recently facilitated the process of evaluating the General Manager and is very familiar with the District. Following through with his services as a facilitator for the strategic planning workshop would provide continuity and a better strategic plan.

The proposed workshop is similar to previous workshops but is more structured, detailed, and refined. Details are included in the attached proposal.



Rauch Communication Consultants Inc.

936 Old Orchard Rd – Campbell, CA 95008

PH 408-374-0977

FX 408-374-2197

E info@rauchcc.com

DATE: February 9, 2012

NO OF PAGES: 12

TO: Joe Guzzetta

FROM: Martin Rauch

Thank you for your request for a proposal to assist Joshua Basin Water District with development of a 5-year Strategic Plan.

Objectives of the Proposed Strategic Planning Process

This proposal provides a custom-designed process that meets the scope of services requested by the District. In brief, our task is to facilitate a proven process that will provide the District with fundamental strategic direction as summarized below:

- Provide clear, policy-level direction to the manager from the Board of Directors.
- Provide an opportunity for both the Manager and management staff to work together with the Board in developing integrated goals and objectives so that all have a real, shared understanding of the strategic direction of the district and its plan for getting there.
- A shared vision of the future, describing what the District will be like in five or ten years, and describe its desired relationship to customers, the community and other agencies.
- A practical work plan. Given District resources, what actions must be taken to implement the Strategic Plan? When and how can we the District get there? Are there things that must be made lesser or greater priorities to ensure the important priorities get done.
- Provide a firm foundation for developing the two-year budget plan so that the strategic goals and objectives are reflected in the budget and have the needed resources to be implemented.

Using proprietary techniques that have been honed through the successful development of Special District strategic plans over several decades, Rauch Communication Consultants will assist the District to consider where it stands today, evaluate past achievements, address an increasingly challenging future, consider new opportunities, and ultimately provide the direction that will allow the District to proceed confidently into the future.

Sincerely,

A handwritten signature in black ink, appearing to read 'Martin Rauch', with a stylized, cursive script.

Martin Rauch

PART I. INTRODUCTION TO THE STRATEGIC PLAN

A strategic plan is the District's highest level planning document, and represents the Board's direction for the future. It is developed through a step-by-step process, starting with identifying where the District is today, recognizing opportunities and threats facing the District, developing a clear vision of where the District wants to be and providing clear direction to the staff about the Board's goals and objectives.

The strategic plan is a practical working tool that will be referred to regularly as a guide to decision-making over the period it covers. It should be updated annually and rolled forward, so that there is always a five-year guide to the future. It incorporates all other District activities and plans.

PART II. WHAT WE PROPOSE TO DO

APPROACH TO DEVELOPING THE STRATEGIC PLAN

The following describes a step-by-step, proven approach to strategic planning that has been designed expressly to meet the needs of Joshua Basin Water District.

Step 1. Conduct Confidential Interviews

Experience has shown that one of the best tools for gaining insight into key issues facing a District at the start of a strategic planning process is one-on-one confidential interviews with key individuals involved with the District.

We recommend that at a minimum the interviews include each member of the Board of Directors, the General Manager, and management staff members. There may be other possible individuals that could be interviewed depending on the District's preferences, such as the District's legal counsel, financial consultant or others, although I do not recommend that extended interviews are needed in this case.

Since I have recently interviewed most of the participants in the strategic plan I recommend conducting the interviews by phone. Director and General Manager Interviews are typically one hour long, and management staff about 20 minutes each.

The confidential interview process gives the people who have the greatest influence on the District a chance to candidly express their interests, concerns and perspectives on the District and its priorities. The content will be quite different from the content of the recent interviews and remain an important formative step. Out of these interviews arises a composite picture of the important issues facing the District, and will help inform the Board strategic planning workshop that follows.

Step 2. Conduct the Board Planning Workshop

The Board's strategic planning workshop is the heart of the process, and is a specialty of Rauch Communication Consultants. Our workshops are designed to obtain consensus on key issues rapidly and effectively. Participants include all those that were interviewed. Others that sometimes participate include legal counsel and the consulting engineer. The workshop will be a Brown Act public meeting, so members of the community are invited to observe and be given specified opportunities to comment, while maintaining a focus on the Board.

Basic Tasks of Workshop #1

- The consultant will present the results of the interviews in a consolidated form that does not indicate the source of the comments.
- Rating the District today. In order to chart a path to the future, the District will need to identify where it stands today. The consultant will lead an exercise we call "rating the district" which provides an efficient mechanism to gather input from a group about both current strengths and weaknesses of the District while generating a picture of where the District stands today: what is working what is not working
- Identifying challenges facing the District in the future. Taking account of the business and regulatory environment that the District faces today and is expected to face in coming years is an important step in creating context for the development of the strategic plan.
- Listing the highest Priority Issues. What are the critical challenges or opportunities facing the District—challenges the District must overcome if it is going to accomplish its mission? In this part of the process, we are forming the strategic planning agenda.
- Identifying a Common Vision. Vision makes strategic planning truly strategic. We will facilitate an exercise that makes it easy for participants to imagine what their vision for the future of the District is. A key, final output of the workshop will be a discussion as we seek consensus on the vision for the District's future.
- Identifying draft Strategic Elements. Taking account of the District's mission, services, and challenges, what are the key strategic areas that the District will have to incorporate into the strategic plan? This includes basic services, functional areas and challenges. For example: the Strategic elements may include water, wastewater, finance, etc. List the key challenges and issues under each elements
- Developing Goals and Objectives. With the facilitator's assistance, the group will take all the information from the workshop and organize it into an initial set of goals and objectives.

Step 3. Follow-Up With Staff To Outline Work Plans

The consultant will organize and edit the information by mid-morning of the following day and meet with Staff to develop an initial draft Work Plan for accomplishing the Board's goals, policies and objectives using the same naming and numbering system from the strategic plan. Staff will complete and fill in the plan showing priorities, what the staff will do to accomplish each action; who is responsible; and when it will be done. Following the onsite work planning

session, the consultant is available as needed to assist staff by phone and e-mail to finalize the work plan.

Staff will also develop a five-year timeline for the strategic plan that is consistent with the schedule set by the Board/staff workshops described above.

Step 4. Prepare Final Report and Present Strategic Plan to Board

In many cases, we conduct a second, half-day board workshop to review and update the mission statement, develop values statements, and to review and finalize the plan. However, to lower costs, we believe that the process described above will provide an adequate basis for strategic planning. The final Strategic Plan, and work plan will be delivered to the District for review and preliminary approval by the Board of Directors at a board meeting.

Monitoring Progress of the Strategic Plan. As a final step, the Goals, Objectives, and staff work plans will be drawn by the consultant into a single, coherent, strategic matrix that can be readily understood and monitored. We recommend that this summary be briefly reviewed at each board meeting and be used by the general manager on a regular basis to direct his staff's work. Other plans, such as facility master plans and finance plans are referenced back to the strategic plans.

PART III. STATEMENT OF QUALIFICATIONS AND EXPERIENCE

RAUCH COMMUNICATION CONSULTANTS, INC.

Rauch Communication Consultants Inc. has served solely local governments, particularly special districts, for more than 30 years in California. During that time, we have worked with over 170 special districts throughout the state, as well as with most of the leading organizations of special districts, such as CSDA, ACWA, CASA, and others. The great majority of our clients are water and wastewater agencies, but we have worked with individual districts of every kind and size in most corners of the state.

Our firm offers three consulting specialties: assisting clients in the development of strategic plans, implementing strategic public outreach programs, and consulting to resolve internal management issues. These services are conducted out of our office in, Campbell (San Jose), and through our affiliates in other cities around the state.

Our expertise in public involvement and outreach lends itself to effectively gathering public input as directed by the District. We are expert facilitators and have planned and facilitated hundreds of successful meetings and workshops over the years.

We completed the strategic plan for the California Special District Association, as well as for several individual special districts. We led ACWA's Vision 2000 strategic plan that significantly changed the structure and direction of the organization, as well as key strategic planning sessions for CASA during a time of organizational change. A selected list of clients for whom we have provided strategic planning services is given later in this proposal, along with brief client case studies and testimonials.

We have also served as speakers for special district conferences and seminars on strategic planning and public outreach for ACWA, CASA, CSDA and the Special Districts Institute for whom we serve as permanent faculty members.

PART IV. OUR CLIENTS SAY ABOUT RCC

"On behalf of the Board of Directors and staff of the California Special Districts Association, I wanted to take a moment to thank you for the wonderful job you did at our 2007 Board Planning Session. You did your homework; found the common denominator, and provided the Board and my executive staff with a positive outlook for the future of CSDA...We were all impressed and came away with a sense of positive change for the Association."

California Special Districts Association

"Our Strategic Planning Workshop, which you facilitated . . . provided the Board with a greatly improved understanding of the many issues facing the District both now and in the future—which makes it possible for the Board to provide a more focused and clear policy direction to staff . . . Perhaps more importantly, your facilitated process helped our Board and Staff develop a consensus around a much larger, but still realistic vision of what our District needs to be in order to best serve our customers."

Cucamonga County Water District

"Rauch Communication Consultants has been working with our board of directors and management team for the past ten years. They have facilitated annual strategic planning workshops that have helped us keep everyone focused on the critical priorities of our district. With RCC's help we have learned to address the major long-term issues, and develop effective action plans to deal with them. It has really made a difference!"

Truckee Donner Public Utility District

"Though your skilled mentoring and carefully executed annual planning sessions . . . this District has been able to rise from the depths of public unrest to a position of public trusts . . . So much of what we have accomplished is credited to the tools that you have given us along the way."

San Juan Water District

"Our board was having a tough time communicating between ourselves, and unable to communicate with staff. The workshop you put together for us has given us a clear vision and made all the difference in the world."

Three Valleys Municipal Water District

"Thanks for your assistance with this long overdue process. Great workshop outcome. It went a long way to provide the current Board camaraderie and trust."

San Diego County Water District

"I wanted to give you thanks for your guidance in helping the Board members make decisions that resulted in a healthy working, and I believe, successful atmosphere here in our District...We have a Board and Management team who get along and support each other. Again, thank you for your capable knowledge and assistance..."[Cordova Recreation and Park District](#)

PART V. THE CONSULTANT ASSIGNED TO THE PROJECT

MARTIN RAUCH, President, Rauch Communication Consultants

Martin Rauch is President of Rauch Communications Consultants, a full service strategic planning and public outreach firm with main office near San Jose California that has served over 170 clients in California during the past 30 years.

The work will be carried out primarily by Martin Rauch. He brings to this task experience in group dynamics, developing consensus, Board and District strategic planning, and facilitation.

Martin conducts strategic planning sessions for the Boards and senior managers of client organizations. He also provides training in effective Board meetings, roles and relationships of Board members and managers and other related topics. He specializes in the preparation and facilitation of a wide variety of meetings. These complex events include focus groups, citizen's advisory committees, community presentations and public meetings.

Working out of RCC's San Jose Office, Martin also assists Board of Directors and senior managers, by tailoring public information projects that meet the special requirements of each client. For 15 years, he has provided strategic outreach support throughout the state.

Mr. Rauch has served as a speaker and seminar leader for the Association of California Water Agencies (ACWA), California Association of Sanitary Agencies (CASA), and the WateReuse Association. He is a regular faculty member of the Special District Institute, and has been invited as a speaker to other statewide associations.

Prior to his work for public agencies, he served for several years as a community organizer and educator for nonprofit organizations, organizing community groups and producing educational and information materials. He holds a Bachelor of Arts degree with High Honors from the University of California at Santa Barbara. Martin's formal training also includes completion of Business Mediation Training at UC Berkeley, as well as courses in Facilitating and Mediating Effective Agreements.

PART VI. SELECTED EXAMPLES OF EXPERIENCE

One aspect to our experience working with Boards is in strategic analyses and planning. In our experience, Boards that identify concrete goals for their agencies and work to achieve them are more successful and have fewer problems. Here are some examples of our experience helping districts carry out their mission.

California Special Districts Association, Strategic Plan. Rauch Communications was called in to assist this major statewide organization to prepare a Strategic Plan. The plan was developed in the manner described in this proposal, and was received enthusiastically by both Board and Staff. It has been implemented in the current year, and is considered a successful model for future strategic plans.

Association of California Water Agencies, Strategic Plan. ACWA is the oldest and largest statewide organization of water agencies in California, with a membership consisting of public agencies along with numerous engineering, legal and financial organizations. Rauch Communication Consultants planned and conducted its Vision 2000 strategic planning process, which resulted in a significant alteration of the organization's structure and direction. The new plan was developed with a comprehensive outreach program involving numerous coordination meetings, and is today considered a complete success.

National Water Resources Association, Strategic Plan. This Washington-based national organization brings information about federal policy to its membership and provides lobbying before Congress on their behalf. Rauch Communication Consultants planned and conducted the process leading to the development of their strategic plan.

Golden Empire Transit District. Rauch Communication Consultants worked closely with the Board and management staff of this Bakersfield agency to analyze district issues and concerns, and then prepare a set of findings and recommendations to revitalize the agency, restore management credibility and rebuild staff morale and effectiveness.

Las Virgenes Municipal Water District. Ongoing work with the Board and staff to annually update and incrementally restructure the existing strategic plan as well as facilitate the annual development of updated action plans. Las Virgenes Municipal Water District provides both water and wastewater services, with wastewater issues predominating in the planning process: expanding recycled water use, maintaining a strong environmental focus, meeting NPDES and discharge challenges, and more.

Costa Mesa Sanitary District. Worked closely with the Board of Directors and staff to create an initial strategic plan and annual updates. The most recent strategic plan led to a series of dramatic changes in direction that have taken several years to complete.

Rancho Murieta Community Services District. Worked closely with the Board of Directors and staff to create a new mission statement, vision, objectives, goals and set of action items as part of the complete Strategic Plan for this Community Services District that provides sanitary, water, security, roads and other services.

Goleta Sanitary District Strategic Planning Services. Facilitated an initial strategic plan and many annual updates for this sanitary district along the coast of Goleta, California. Also provides ongoing support and facilitation to Staff and the Board of Directors in developing plans and responses to important events.

Kern County Water Agency. This agency supplies all the imported water in Kern County, a largely agricultural area that is now also experiencing a rapidly growing urban center. The Agency imports over one million-acre feet of water per year, making it a leader in California's water structure. Rauch Communication Consultants planned and conducted the development of its strategic plan, working closely with the Board, senior management, numerous member districts as well as a major city and the county. Over 57 different agencies and key individuals were interviewed along the way. The plan was unanimously adopted.

Santa Clara Valley Water District. This agency provides water supply and flood control services for a major portion of the Silicon Valley. With an annual budget running in the hundreds of millions, it impacts numerous aspects of the economic, residential and environmental aspects of life in the area. Rauch Communication Consultants conducted the initial strategic planning workshops of the Board of Directors and senior management, which defined the future direction of the district.

Castaic Lake Water Agency. This agency's plan, covering the whole of a rapidly developing area in Los Angeles County, involves the development of a multi-phase resources plan. The Agency is a large water importer serving the area. Rauch Communication Consultants conducts the annual strategic planning retreats of the Board of Directors, and prompted development of the Strategic Plan.

Three Valleys Municipal Water District. This wholesale agency provides imported water to more than a dozen member agencies. A critical need for the service area is to address the increasing cost of imported water, and to reduce its dependence on it. Rauch Communication Consultants conducted a series of strategic planning sessions with the Board, general manager and senior staff, and produced their first Strategic Plan, which is now being implemented.

Cucamonga County Water District. This is a retail water agency in a rapidly growing area that faces important issues concerning water supply and area leadership. Rauch Communication Consultants met with its Board of Directors, general manager and senior staff to develop a complete Strategic Plan. The Plan is being successfully carried out by the district.

Delco Systems, General Motors Corporation FUTURES GROUP. This aerospace electronics firm produced advanced electronics systems for space and aerospace applications. Bob Rauch served as the Director of Planning, developing the long-range and annual business plans for the company. The Futures Group was the senior management group charged with the future direction of the company, and its activities were coordinated by Mr. Rauch. He also served as Director of Communications.

PART VII. LIST OF SELECTED CLIENTS

ORGANIZATIONS

Association of California Water Agencies (ACWA)
California Special Districts Association (CSDA)
California Association of Sanitation Agencies (CASA)
Special Districts Institute
California Sanitation Risk Management Authority
California Association of Public Cemeteries
WaterReuse Association
California Mosquito and Vector Control Association
American Desalting Association
Association of Groundwater Agencies

LOCAL GOVERNMENT AGENCIES

ORANGE COUNTY

Municipal Water District of Orange County
Mesa Consolidated Water District
Los Alamitos County Water District
South Coast Water District
Serrano Irrigation District
El Toro Water District
Orange County Water District
Costa Mesa Sanitary District

SAN DIEGO COUNTY

San Diego County Water Authority
Padre Dam Municipal Water District
Rincon del Diablo Municipal Water District
Vallecitos Water District
Helix Water District
Leucadia Wastewater District
North County Fire Protection District
Olivenhain Municipal Water District
Santa Fe Irrigation District

SAN BERNARDION COUNTY

Big Bear Municipal Water District
Monte Vista Water District
Big Bear Community Services District
Yucaipa Valley Water District
Joshua Basin Water District
Inland Empire Utility Agency
East Valley Water District
Big Bear Area Wastewater Agency
Victor Valley Water District
Cucamonga County Water District
San Antonio Water Company

IMPERIAL COUNTY

Imperial Irrigation District
SAN FRANCISCO COUNTY
Golden Gate Bridge, Highway, & Trans. District

BUTTE COUNTY

Oroville-Wyandotte Irrigation District

LOS ANGELES COUNTY

Los Angeles County Park and Recreation
Castaic Lake Water Agency
Central Basin Municipal Water District
Pico Water District
Upper San Gabriel Valley Municipal Water District
West Basin Municipal Water District
San Gabriel Valley Municipal Water District
Water Replenishment District of Southern California
San Gabriel County Water District
San Gabriel Valley Water Association
Main San Gabriel Basin Watermaster
California Domestic Water Company
Pasadena Historical Museum
Three Valleys Municipal Water District
Newhall County Water District
Las Virgenes Municipal Water District
Conjunctive Use Working Group

SAN MATEO COUNTY

East Palo Alto Sanitary District

RIVERSIDE COUNTY

Mission Springs Water District

Rancho California Water District
South Mesa Water Company
Elsinore Valley Municipal Water District
Santa Rosa Community Services District
Beaumont Cherry Valley Water District
Santa Ana Watershed Project Authority

SACRAMENTO COUNTY

County of Sacramento Public Works Agency-
Sacramento Regional County Sanitation District
Fair Oaks Water District
Arcade Water District
Sacramento Metropolitan Water Authority
Carmichael Water District
Rio Linda Water District
Northridge Water District
Rancho Murrieta Community Services District
Cordova Recreation and Park District

SANTA BARBARA COUNTY

City of Santa Barbara
Goleta Sanitary District
Montecito Sanitary District
Carpinteria Sanitary District
Santa Maria Public Airport District
Goleta Water District
Montecito Water District
Cachuma Project Authority
Goleta West Sanitary District
Mosquito and Vector Management District

VENTURA COUNTY

Camrosa County Water District
Rancho Simi Recreation and Park District
Casitas Municipal Water District
Conejo Recreation and Park District
Ojai Valley Sanitary District
Calleguas Municipal Water District
Meiners Oak County Water District

SANTA CLARA COUNTY

Santa Clara Valley Water District

SANTA CRUZ COUNTY

Scotts Valley Water District
Pajaro Valley Water Management Agency

KERN COUNTY

Indian Wells Valley Water District
Kern County Water Agency
West Kern Water District
North of the River Municipal Water District

Oildale Mutual Water Company
North Kern Water Storage District
Golden Empire Transit District
Terra Bella Irrigation District
Friant Water Users Authority
Cawelo Water District

PLACER COUNTY

San Juan Water District
Truckee Donner Public Utility District
Northstar Community Services District

SAN LUIS COUNTY

Templeton Community Services District
Port San Luis Harbor District
San Simeon Community Services District
Cambria Community Services District

MONTEREY COUNTY

Marina Coast Water District
Monterey Regional Water Pollution Control
Agency
Monterey Peninsula Water Management District

CONTRA COSTA COUNTY

Diablo Water District

TULARE COUNTY

Visalia Public Cemetery District
Friant Water User Authority

MARIN COUNTY

Las Gallinas Sanitary District
North Marin Water District
Sausalito-Marín City Sanitary District
Tamalpais Community Services District
Sanitary District No. 5 of Marin County
Novato Sanitary District
Ross Valley Sanitary District
San Rafael Sanitary District
City of San Rafael

CALAVERAS COUNTY

Calaveras County Water District

PLUMAS COUNTY

Eastern Plumas Health Care District

WASHINGTON, D.C. he

White House, Office of Policy Development

PART IIX. TIME TABLE TO DEVLEOP THE STRATEGIC PLAN

We understand that the District wants to complete the plan as soon as possible. A suggested schedule is shown below, although we can be flexible.

Suggested dates for workshops

Interviews the week of February 20th by phone

Strategic Planning workshop and staff work plan workshop on a two-day in a row period:

Monday and Tuesday February 28 and 29

Wednesday and Thursday, February 29 and March 1

Suggested time frame to deliver the final report

Approximately two weeks. (mid March)

PART IX. PROJECT BUDGET

ACTIONS	
1. Strategic Plan (\$187 / Hour)	
Coordination and support	4
Step 1. Prepare for and Conduct Confidential Interviews	8
Step 2. Prepare for and Conduct The First Board Workshop	8
Step 3. Work With Staff To Develop Work Plan	8
Step 4. Prepare Final Report for Presentation to the Board. Make final edits and complete	12
4. Administrative (\$65 / Hour)	7
Prepare Reports, Type Notes From Interviews, Etc.	
SUBTOTAL CONSULTING TIME 40 hours @ \$187 per	\$7,480
ADMINISTRATIVE 7 hours @\$65 per	\$455
TOTAL ESTIMATED CONSULTING COST	\$7,935

Travel and Expenses. Basic material expenses, including, travel expense (transportation and lodging), office printing and sales tax are additional and passed on at cost. Car mileage is at the IRS California rate of \$.60 per mile. We don't charge for travel time.

More Cost Estimate Details

We recommend a program of approximately this scale would meet the needs of Joshua Basin Water District. No out-of-scope work will be undertaken without prior written approval from the Agency. Out-of-scope work includes additional new tasks, or extra work (hours in excess of those estimated hours that are not due to inefficiencies on our part) on existing tasks, which is requested for reasons beyond RCC's control. Rauch Communication Consultants rate for Robert Rauch is and Martin Rauch is \$187 per hour. Associate consultants \$115 per hour, graphic designers \$100 per hour, media and writing specialist \$85 per hour, and administrative assistance \$65 per hour. For meetings involving travel, the minimum charge is four hours.

Project Priority List

PROJECTS NEARING COMPLETION

Personnel Policy Manual (Joe Guzzetta/ Terry Spurrier)

Review is in process.

PROJECTS UNDERWAY

Pressure Reducing Station Replace/Refurbishment (Randy Little – Years 1-2)

Assess and overhaul or replace PRV/PSV/Altitude valve over a three year period. Twelve in use, one completed. Installation of second is underway.

Flow Meter Refurbishment (Randy Little – Year 2)

Four flow meters were budgeted for, with digital displays and telemetry plus DTS programming. Two are complete and two are underway.

Develop/Update Board Policies and Procedures (Susan Greer)

The District's Administration Code has been updated. Article 3 and Article 7 of the District Rules and Regulations have been updated.

Emergency Supplies (Rick Cook – Years 1-2)

These include food, water, cots, etc. for serious emergencies for employees. Emergency food and water have been ordered and are on hand.

Conduct Fee Study/Update Rate Study (Susan Greer – Year 1)

The Board approved Bartle Wells Associates to conduct a fee study at a cost not to exceed \$14,700, including 10% contingency. We anticipate completing the study in summer 2012.

Election to Charge Private Wells for Replacement Water

Attorney is reviewing election options.

Property Acquisition for Future Water Facilities (Joe Guzzetta – Year 1)

The Master Plan identifies 27 to 37 million gallons of additional reservoir storage that will be needed to operate the District in the future. Staff proposes to begin acquiring the land before the most ideal parcels are developed, especially for reservoirs which are constrained by altitude, proximity to the existing system, and other considerations. Potential sites are under evaluation. . The Board has authorized staff to prioritize the proposed sites and receive some preliminary information from CE Prime to consider phasing the acquisition of the parcels.

Recharge Basin & Pipeline Project (Joe Guzzetta)

Final design is 100% complete. Construction is contingent on Proposition 84 and other funding. Three million dollars in grant funds has been awarded. Some vegetation will be removed from the site in February. Awaiting Caltrans permits for final pot holes. Estimated time to go to bid is March or April.

Final Phase of 4" Pipe Replacement (Joe Guzzetta)

Priorities have been established. 15,000' of pipeline has been designed with 60,000' yet to be designed. Completion design and construction of this project is pending a financial strategy to be considered by the Board. Referred to Board Committee (Luhrs/Wilson) at the January 19, 2011 Regular Board Meeting. The Committee has recommended installing 15,000 feet of pipe. Proposed cost being re-evaluated following budget review 08 17 2011.

Record Archival System (Susan Greer – Year 1)

Staff had second presentation. This will eventually enable the District to maintain more electronic files for easier access and less physical storage.

Hauling Station Coin/Card Reader – Under Study (Jim Corbin – Year 1)

Staff is considering a system to enable selling of water at the hauling station.

PROJECTS COMPLETED

- **Cabinet for Maps** (Keith Faul – Year 1)
Complete.

Carpet for Office (Terry Spurrier – Year 2)

Boardroom carpeted and renovated. Carpet for remaining office area to be budgeted for next year.

GIS Server for Field Login (Keith Faul – Year 1)

Field crew will receive laptop computers to be used in the field for more accuracy and efficiency. This server is needed in order to connect to the GIS system. Complete.

Update Urban Water Management Plan (Joe Guzzetta – Year 1)

The Public Hearing was held and the 2010 UWMP approved on June 15th.

Field Laptop Computers (Keith Faul – Year 1)

Laptops are installed

Well #16 (Randy Little)

The well has been completed and is permitted by Department of Health Services.

Hot Master + Backup Computer – SCADA (Randy Little – Year 1)

Complete. This computer provides backup to the Telemetry System.

LAFCO Mandatory Municipal Services Review (Joe Guzzetta – Year 1)

State law requires LAFCO to conduct a review of each agency's boundaries and services (at agency cost) to determine the appropriateness and to recommend any changes. LAFCO will conduct a hearing on January 19.

PROJECTS NOT BEGUN: YEAR 1

Earthquake Shutoff Valves for Three Tanks (Randy Little – Year 1)

Currently, if a pipe from a reservoir is broken the entire reservoir can be drained unless a valve is manually located and shut off. This will provide automatic shutoff in case of earthquake to the two major C tanks and the B tank serving the hospital. This item had been deferred but was re-prioritized to year 1 following budget review 08 17 2011. Dudek is engineering the valves.

PROJECTS NOT BEGUN: YEAR 2

System Reliability Upgrade for Hospital and County Complex; C, B and D3 zones (Jim Corbin & Joe Guzzetta Years 2-3)

This entire area has one single water supply feed. It does not have a redundant water supply for emergency situations. Staff has proposed a secondary "emergency" source. Identified by Board as a priority following budget review 08 17 2011. Staff is developing an interim strategy and developing costs for a permanent second supply.

Space Needs Assessment for Office Building Addition (Joe Guzzetta)

A needs assessment will determine how much space the District needs for an Emergency Operations Center in order to apply for grant construction funds. This item was discussed at the August 4, 2010 Board meeting, and deferred. Deferred to year 2 by Board.

D31 New Booster Pumps and Housing (Randy Little – Year 2)

The pumps at this booster station operate at a low efficiency rate such that it is timely to replace them. Dudek is engineering the pumps.

Chlorine Analyzers With Telemetry Programming (Randy Little – Year 2)

Install analyzers to monitor chlorine residual at up to four remote sites.

Asphalt Installation Equipment – Under Study (Jim Corbin – Year 2)

Altitude Valves at C2B, SCADA Electric Controls C1 and C3 Tanks (Randy Little – Year 2)

These valves will prevent the overflowing of the C Zone tanks. Dudek is engineering.

PROJECTS NOT BEGUN: YEAR 3

Security (Motion Sensors) at Shop and Well 10 (Randy Little – Year 3)

This would provide security to an expanded area at the shop.

Update 3030 Plan – Groundwater Management Plan (Joe Guzzetta)

Staff intends to solicit proposals for this project.

Custom Software Programming (Susan Greer/Keith Faul – Year 1; moved to Year 3)

Staff is re-assessing this issue and considering whether modifications to the existing software or an upgrade to the Version X software which adds the lacking features plus more is a better alternative.

Space Needs Assessment for Office Building Addition (Joe Guzzetta)

A needs assessment will determine how much space the District needs for an Emergency Operations Center in order to apply for grant construction funds. This item was discussed at the August 4, 2010 Board meeting, and deferred. Deferred to year 2 by Board, but moved to year 1 by Board action following budget review 08 17 2011.

Relocate C2 Tank & J Booster (Randy Little – Years 2-3)

This project has been designed and would relocate a 500,000 gallon tank from the C Zone where it is no longer needed to the H Zone where it is severely needed. The project was deferred pending funding.

EMERGENCY PREPAREDNESS PROJECTS: (Postponed to determine funding potential)

Well 10 and 14 Soft Start Bypass – Generator Controls (Randy Little – Year 1)

The new 600 KW generators need this equipment in order to operate properly at the two largest producing wells.

Transfer Switches at Remaining Booster Sites (Randy Little – Year 1)

The switches are needed in order to be able to use the emergency generators at the pump stations.

Large Meter Bypasses (Jim Corbin – Year 1)

Currently, in order to test or remove a large meter, the service needs to be disconnected. This is a serious problem for some large meters such as the hospital. The bypass will allow the meter to be removed and replaced without discontinuing service.

JOSHUA BASIN WATER DISTRICT
SUPPLEMENTAL DATA SHEET

Regular Meeting of the Board of Directors

February 15, 2012

Report to: Members of the Board
From: President Mike Reynolds
Vice-President Mickey Luckman

TOPIC: TRIP TO WASHINGTON DC TO SEEK FUNDS FOR
GROUNDWATER PIPELINE AND RECHARGE PROJECT

RECOMMENDATION: That the Board authorize President Mike Reynolds and Vice
President Mickey Luckman to go to Washington DC to seek
additional funds for the Groundwater Recharge Project

ANALYSIS: This is the time of year when our representative in Washington
DC recommends visiting Washington in order to meet with
legislators and staff of various departments in order to seek
funds for the Groundwater Recharge Project. The District has
submitted two grant applications for funding which we would
like to discuss with the appropriate individuals.

In addition, the annual Washington conference of the
Association of California Water Agencies will take place at the
end of February. As details of the agenda for that conference
emerge we will evaluate whether or not there is benefit of
attending any sessions of the conference.

Cost of attendance for the two Board members will depend
primarily on the airline and hotel costs which won't be made
until the Board approves the trip. The total cost per person is
expected to be in the range of \$1,500 but could be more or
less depending on the exact number of days and whether or
not any ACWA sessions are attended.

It is not uncommon for several board members of other water
agencies to attend, and the President and Vice President would
encourage any other interested JBWD Board members to
attend as well. As is the practice with most agencies, the
general manager will accompany the Board members.