



**FINANCE COMMITTEE MEETING
WEDNESDAY, DECEMBER 9, 2020, AT 9:00 AM
61750 CHOLLITA ROAD, JOSHUA TREE, CA 92252**

Due to COVID-19 and the Governor's Executive Order #N-29-20 there will be **no public location** to attend in person.

This meeting will be streamed at:

<https://us02web.zoom.us/j/82286577582?pwd=ZGR6aVM3eUJLc3RDSW1xUi9lK1pZdz09>

You may also join by phone at 1-253-215-8782, Meeting ID: 82286577582 Passcode: 400469

Members of the public, who wish to comment on any item on the agenda, may submit comments by emailing them to Beverly Waszak at bwaszak@jbwd.com two hours prior to the start of the meeting. Written comments shall follow the three-minute prescribed time limit when read during the meeting and will become part of the Finance Committee meeting minutes.

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. DETERMINATION OF QUORUM
4. APPROVAL OF AGENDA
5. PUBLIC COMMENT
6. APPROVE MINUTES OF THE PRIOR COMMITTEE MEETING -

Page 2

- Draft Minutes November 10, 2020

Pages 3-12

7. OCTOBER 2020 CHECK REGISTER – Review and refer to the Board of Directors for approval.

Pages 13-15

8. RESOLUTION NO. 20-1024, AUTHORIZING INVESTMENT OF MONIES AND DESIGNATING CONTACTS FOR THE LOCAL AGENCY INVESTMENT FUND – Receive for information and refer to the Board of Directors for approval.

Pages 16-28

9. 1ST QUARTER ENDING 09/30/2020 FINANCIAL REPORT – Receive report, ask questions, and refer to the Board of Directors for approval.
10. STAFF REPORTS – Mark Ban, GM, Susan Greer, AGM-Finance, Anne Roman, Director of Finance, or Sarah Johnson, Director of Administration.

11. ADJOURNMENT -

JOSHUA BASIN WATER DISTRICT
Minutes of the
FINANCE COMMITTEE
Wednesday, November 10, 2020
61750 Chollita Road, Joshua Tree, CA 92252

CALL TO ORDER/PLEDGE OF ALLEGIANCE –President Johnson called the meeting to order at 9:00 a.m.

DETERMINATION OF A QUORUM – President Johnson and Vice President Unger

STAFF PRESENT –Susan Greer, AGM - Finance, Anne Roman, Director of Accounting, Sarah Johnson, Director of Administration, and Autumn Rich, Accounting Supervisor

CONSULTANTS PRESENT – Chris Brown, Auditor, Fedak & Brown

GUESTS -3

APPROVAL OF AGENDA –

MSC' (Johnson/Unger) motion carried to approve the November 10, 2020, Finance Committee Agenda.

PUBLIC COMMENT – None

APPROVE MINUTES OF THE PRIOR COMMITTEE MEETING

- Draft Minutes of October 14, 2020

MSC' (Unger/Johnson) motion carried to approve the minutes of September 9, 2020.

19/20 AUDIT PRESENTATION BY FEDAK & BROWN - Anne Roman, Director of Finance, gave the staff report and then introduced Chris Brown, Auditor for Fedak & Brown, who then gave the presentation of the 19/20 Audit. This was followed by a brief Q&A period.

MSC' (Unger/Johnson) motion carried to refer the 19/20 Audit to the Board of Directors to accept and file.

CAPACITY FEE REPORTS FOR FISCAL YEAR ENDING 6/30/2020 – Susan Greer, AGM/Controller gave the staff report and a brief Q&A period followed.

MSC' (Unger/Johnson) motion carried to refer the Capacity Fee reports to the Board of Directors for approval.

JOB DESCRIPTION – Sarah Johnson, Director of Administration gave the staff report and Mark Ban, General Manager held a brief Q&A period.

MSC' (Unger/Johnson) motion carried to refer the Job Description to the Board of Directors for approval.

STAFF REPORTS – Mark Ban, General Manager, informed the Committee about the impacts of COVID-19 and expresses appreciation to the Board, CAC, Staff and Public during this time. Director Unger asked about an update on the customer service remodel.

ADJOURNMENT - MSC' (Unger/Johnson) motion carried to adjourn the Finance Committee meeting at 9:51 a.m.

Respectfully Submitted,

Susan Greer, Assistant General Manager/Controller



Joshua Basin Water District

***Check Report JBWD**

By Check Number

Date Range: 10/01/2020 - 10/31/2020

| Vendor Number | Vendor DBA Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|------------------------------|--|--------------|--|-----------------|----------------|--------|
| Payable # | Payable Type | Payable Date | Payable Description | Discount Amount | Payable Amount | |
| Bank Code: AP-AP Cash | | | | | | |
| 000501 | ACWA/JPIA | 10/13/2020 | Regular | 0.00 | 24,196.88 | 62641 |
| 0656697 | Invoice | 10/13/2020 | EE HEALTH BENEFIT & EAP NOV 20 | 0.00 | 24,196.88 | |
| 000501 | ACWA/JPIA | 10/13/2020 | Regular | 0.00 | 62,112.23 | 62642 |
| JPIA092820 | Invoice | 10/13/2020 | AUTO & GENERAL LIABILITY 10/20 - 10/21 | 0.00 | 62,112.23 | |
| 000575 | AFSCME LOCAL 1902 | 10/13/2020 | Regular | 0.00 | 626.24 | 62643 |
| AFSCME0920 | Invoice | 10/13/2020 | EE UNION DUES - SEPT 20 | 0.00 | 626.24 | |
| 000502 | ASSOCIATION OF CALIFORNIA WATER AGENCIES | 10/13/2020 | Regular | 0.00 | 18,850.00 | 62644 |
| AG21 | Invoice | 10/13/2020 | AGENCY DUES 2021 | 0.00 | 18,850.00 | |
| 013863 | ATKINSON, ANDELSON, LOYA, RUUD AND ROMO | 10/13/2020 | Regular | 0.00 | 4,367.42 | 62645 |
| 604005 | Invoice | 10/13/2020 | LABOR LEGAL SERVICES THRU 8/31/20 | 0.00 | 2,784.08 | |
| 604007 | Invoice | 10/13/2020 | LEGAL SERVICES THRU 8/31/20 | 0.00 | 1,583.34 | |
| 000214 | BABCOCK LABORATORIES, INC. | 10/13/2020 | Regular | 0.00 | 2,191.00 | 62646 |
| CI01149-2287 | Invoice | 10/13/2020 | SAMPLING | 0.00 | 119.00 | |
| CI01151-2287 | Invoice | 10/13/2020 | SAMPLING | 0.00 | 168.00 | |
| CI01378-2287 | Invoice | 10/13/2020 | SAMPLING | 0.00 | 51.00 | |
| CI01381-2287 | Invoice | 10/13/2020 | SAMPLING | 0.00 | 17.00 | |
| CI01622-2287 | Invoice | 10/13/2020 | SAMPLING | 0.00 | 303.00 | |
| CI01623-2287 | Invoice | 10/13/2020 | SAMPLING | 0.00 | 102.00 | |
| CI01724-2287 | Invoice | 10/13/2020 | SAMPLING | 0.00 | 153.00 | |
| CI02344-2287 | Invoice | 10/13/2020 | SAMPLING | 0.00 | 102.00 | |
| CI02360-2287 | Invoice | 10/13/2020 | HDMC WWTP - SAMPLING | 0.00 | 216.00 | |
| CI02647-2287 | Invoice | 10/13/2020 | HDMC WWTP - SAMPLING | 0.00 | 348.00 | |
| CI00226-2287 | Invoice | 10/02/2020 | HDMC WWTP - SAMPLING | 0.00 | 311.00 | |
| CI00458-2287 | Invoice | 10/13/2020 | SAMPLING | 0.00 | 68.00 | |
| CI00703-2287 | Invoice | 10/13/2020 | HDMC WWTP - SAMPLING | 0.00 | 216.00 | |
| CI00742-2287 | Invoice | 10/08/2020 | SAMPLING | 0.00 | 17.00 | |
| 001555 | CENTRTEL LLC | 10/13/2020 | Regular | 0.00 | 653.77 | 62647 |
| 201002252101 | Invoice | 10/13/2020 | DISPATCH SERVICES - SEPT 20 | 0.00 | 653.77 | |
| 013365 | IMAGE SOURCE | 10/13/2020 | Regular | 0.00 | 293.99 | 62648 |
| 25AR1174508 | Invoice | 10/13/2020 | SHOP EXPENSE 8/01/20 - 8/31/20 | 0.00 | 36.98 | |
| 25AR1187637 | Invoice | 10/13/2020 | SHOP EXPENSE 9/01/20 - 9/30/20 | 0.00 | 64.57 | |
| 25AR1188820 | Invoice | 10/13/2020 | OFFICE EXPENSE 9/5/20 - 10/4/20 | 0.00 | 192.44 | |
| 013373 | CORE & MAIN LP | 10/13/2020 | Regular | 0.00 | 26,342.61 | 62649 |
| M842830 | Invoice | 10/13/2020 | INVENTORY/SADDLEBACK SUPPLIES | 0.00 | 9,824.19 | |
| M863532 | Invoice | 10/13/2020 | SADDLEBACK SUPPLIES/INVENTORY | 0.00 | 600.21 | |
| M865435 | Invoice | 10/13/2020 | INVENTORY | 0.00 | 2,459.77 | |
| M877969 | Invoice | 10/13/2020 | INVENTORY/MAINLINE/LEAK REPAIR SUPPLI... | 0.00 | 3,812.41 | |
| M896062 | Invoice | 10/13/2020 | INVENTORY | 0.00 | 155.76 | |
| M898811 | Invoice | 10/13/2020 | INVENTORY | 0.00 | 1,376.25 | |
| M899462 | Invoice | 10/13/2020 | INVENTORY | 0.00 | 1,083.54 | |
| M909526 | Credit Memo | 10/13/2020 | CREDIT: INVENTORY | 0.00 | -2,296.37 | |
| M984633 | Invoice | 10/13/2020 | INVENTORY & SADDLEBACK SUPPLIES | 0.00 | 2,121.13 | |
| M999050 | Credit Memo | 10/13/2020 | CREDIT: INVENTORY | 0.00 | -155.76 | |
| N005692 | Invoice | 10/13/2020 | MAINLINE/LEAK REPAIR & PUMPING PLANT ... | 0.00 | 3,018.31 | |
| N005734 | Invoice | 10/13/2020 | INVENTORY | 0.00 | 3,813.08 | |
| N025305 | Invoice | 10/13/2020 | MAINLINE/LEAK REPAIR SUPPLIES | 0.00 | 387.86 | |
| N100539 | Invoice | 10/13/2020 | SADDLEBACK SUPPLIES | 0.00 | 142.23 | |

*Check Report JBWD

Date Range: 10/01/2020 - 10/31/2020

| Vendor Number Payable # | Vendor DBA Name Payable Type | Payable Date | Payment Date Payable Description | Payment Type | Discount Amount Discount Amount | Payment Amount Payable Amount | Number |
|----------------------------|-----------------------------------|--------------|---|--------------|------------------------------------|----------------------------------|--------|
| | **Void** | | 10/13/2020 | Regular | 0.00 | 0.00 | 62650 |
| 002565 | DUDEK AND ASSOCIATES, INC | | 10/13/2020 | Regular | 0.00 | 19,750.84 | 62651 |
| <u>202006652</u> | Invoice | 10/13/2020 | ENG SERV: MULTIPLE PROJECTS THRU 8/28/... | | 0.00 | 19,750.84 | |
| 013818 | EBIX, INC. | | 10/13/2020 | Regular | 0.00 | 7,029.24 | 62652 |
| <u>0830794-IN</u> | Invoice | 10/13/2020 | INSURANCE CERTIFICATION SERVICES 9/1/20.. | | 0.00 | 7,029.24 | |
| VEN01466 | FEDAK & BROWN LLP | | 10/13/2020 | Regular | 0.00 | 4,850.00 | 62653 |
| <u>FB092520</u> | Invoice | 10/13/2020 | FINANCIAL AUDIT 19/20 - SEPT 20 | | 0.00 | 4,850.00 | |
| 003025 | FEDEX | | 10/13/2020 | Regular | 0.00 | 100.94 | 62654 |
| <u>7-138-97422</u> | Invoice | 10/13/2020 | SHIPPING | | 0.00 | 100.94 | |
| 000229 | C & S ELECTRIC | | 10/13/2020 | Regular | 0.00 | 1,425.00 | 62655 |
| <u>3077</u> | Invoice | 10/13/2020 | BUILDING MAINTENANCE - OFFICE | | 0.00 | 170.00 | |
| <u>3094</u> | Invoice | 10/13/2020 | TEMP OFFICE TRAILER ELECTRICAL HOOKUP | | 0.00 | 1,255.00 | |
| 013222 | FRONTIER COMMUNICATIONS INC. | | 10/13/2020 | Regular | 0.00 | 203.61 | 62656 |
| <u>FC1020</u> | Invoice | 10/13/2020 | HDMC WWTP - TELEPHONE | | 0.00 | 203.61 | |
| 000058 | GARDA CL WEST, INC. | | 10/13/2020 | Regular | 0.00 | 782.38 | 62657 |
| <u>10593328</u> | Invoice | 10/13/2020 | COURIER FEES - OCT 20 | | 0.00 | 782.38 | |
| 003950 | GRANITE CONSTRUCTION CO | | 10/13/2020 | Regular | 0.00 | 1,146.46 | 62658 |
| <u>1889260</u> | Invoice | 10/13/2020 | MAINLINE REPAIR 3/8" COLD MIX | | 0.00 | 1,146.46 | |
| 013802 | HASA, INC. | | 10/13/2020 | Regular | 0.00 | 512.58 | 62659 |
| <u>711517</u> | Invoice | 10/13/2020 | WATER TREATMENT EXPENSE | | 0.00 | 512.58 | |
| 013797 | INFOSEND, INC. | | 10/13/2020 | Regular | 0.00 | 2,850.78 | 62660 |
| <u>172589</u> | Invoice | 10/13/2020 | PRINT & MAIL WATER BILL - AUG 20 | | 0.00 | 2,850.78 | |
| VEN01902 | INLAND KENWORTH (US) INC. | | 10/13/2020 | Regular | 0.00 | 357.98 | 62661 |
| <u>175008FNP</u> | Invoice | 10/13/2020 | INTERSTATE WATER TRUCK REPAIR - E2WT | | 0.00 | 357.98 | |
| 004720 | INLAND WATER WORKS | | 10/13/2020 | Regular | 0.00 | 6,033.79 | 62662 |
| <u>A1038676.002</u> | Invoice | 10/13/2020 | SADDLEBACK SUPPLIES | | 0.00 | 67.88 | |
| <u>S1038676.001</u> | Invoice | 10/13/2020 | SADDLEBACK SUPPLIES | | 0.00 | 2,520.06 | |
| <u>S1039022.001</u> | Invoice | 10/13/2020 | CIRP SUPPLIES | | 0.00 | 3,445.85 | |
| 009054 | KATHLEEN J. RADNICH | | 10/13/2020 | Regular | 0.00 | 4,763.48 | 62663 |
| <u>200920-1</u> | Invoice | 10/13/2020 | PUBLIC RELATIONS SERVICES | | 0.00 | 1,045.80 | |
| <u>200927-1</u> | Invoice | 10/13/2020 | PUBLIC RELATIONS SERVICES | | 0.00 | 1,041.60 | |
| <u>201003-1</u> | Invoice | 10/13/2020 | PUBLIC RELATIONS SERVICES | | 0.00 | 1,622.69 | |
| <u>201011-1</u> | Invoice | 10/13/2020 | PUBLIC RELATIONS SERVICES | | 0.00 | 1,053.39 | |
| 005640 | KILLER BEE PEST CONTROL | | 10/13/2020 | Regular | 0.00 | 80.00 | 62664 |
| <u>5850</u> | Invoice | 10/13/2020 | BEE REMOVAL | | 0.00 | 80.00 | |
| 000205 | LORI G. HERBEL | | 10/13/2020 | Regular | 0.00 | 175.00 | 62665 |
| <u>NOV20</u> | Invoice | 10/13/2020 | PUBLIC INFO/FARMER'S MARKET | | 0.00 | 175.00 | |
| 000156 | FORSHOCK | | 10/13/2020 | Regular | 0.00 | 4,010.10 | 62666 |
| <u>2000097</u> | Invoice | 10/13/2020 | MONTHLY SCADA MONITORING - OCT 20 | | 0.00 | 38.00 | |
| <u>2000098</u> | Invoice | 10/13/2020 | MONTHLY SCADA MONITORING - OCT 20 | | 0.00 | 205.00 | |
| <u>2000101</u> | Invoice | 10/13/2020 | SCADA IMPROVEMENTS - PH 4 | | 0.00 | 3,767.10 | |
| 003930 | NBS | | 10/13/2020 | Regular | 0.00 | 6,578.11 | 62667 |
| <u>920000193</u> | Invoice | 10/13/2020 | CMM ADMIN FEES - 4TH QTR 20 | | 0.00 | 2,052.59 | |
| <u>920000194</u> | Invoice | 10/13/2020 | STANDBY ADMIN FEES - 4TH QTR 20 | | 0.00 | 4,525.52 | |
| 000070 | ONLINE INFORMATION SERVICES, INC. | | 10/13/2020 | Regular | 0.00 | 269.10 | 62668 |
| <u>1020727</u> | Invoice | 10/13/2020 | ID VERIF. SERV THRU 09/30/20 | | 0.00 | 269.10 | |
| 013909 | CARTEGRAPH SYSTEMS LLC | | 10/13/2020 | Regular | 0.00 | 11,225.00 | 62669 |

*Check Report JBWD

Date Range: 10/01/2020 - 10/31/2020

| Vendor Number | Vendor DBA Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|--------------------|---------------------------------------|--------------|---|-----------------|----------------|--------|
| Payable # | Payable Type | Payable Date | Payable Description | Discount Amount | Payable Amount | |
| <u>BD0001579</u> | Invoice | 10/13/2020 | SEMS SOFTWARE & MOBILE APP RENEWAL ... | 0.00 | 11,225.00 | |
| 008200 | PITNEY BOWES INC. | 10/13/2020 | Regular | 0.00 | 320.21 | 62670 |
| <u>3104258797</u> | Invoice | 10/13/2020 | LEASING CHARGES - 3RD QTR 20 | 0.00 | 320.21 | |
| 008415 | PRUDENTIAL OVERALL SUPPLY | 10/13/2020 | Regular | 0.00 | 328.18 | 62671 |
| <u>23053921</u> | Invoice | 10/13/2020 | SHOP EXPENSE | 0.00 | 103.76 | |
| <u>23053922</u> | Invoice | 10/13/2020 | SHOP EXPENSE | 0.00 | 60.33 | |
| <u>23060117</u> | Invoice | 10/13/2020 | SHOP EXPENSE | 0.00 | 103.76 | |
| <u>23060118</u> | Invoice | 10/13/2020 | SHOP EXPENSE | 0.00 | 60.33 | |
| 013361 | QUINN COMPANY | 10/13/2020 | Regular | 0.00 | 5,572.29 | 62672 |
| <u>WQG00008782</u> | Invoice | 10/13/2020 | GENERATOR 2 LOAD BANK TEST | 0.00 | 825.00 | |
| <u>WQG00008784</u> | Invoice | 10/13/2020 | GENERATOR 4 LOAD BANK TEST | 0.00 | 1,400.00 | |
| <u>WQG00008785</u> | Invoice | 10/13/2020 | GENERATOR 5 ANNUAL MAINTENANCE | 0.00 | 861.07 | |
| <u>WQG00008787</u> | Invoice | 10/13/2020 | GENERATOR 2 ANNUAL MAINTENANCE | 0.00 | 851.65 | |
| <u>WQG00008788</u> | Invoice | 10/13/2020 | GENERATOR 1 ANNUAL MAINTENANCE | 0.00 | 851.65 | |
| <u>WQG00008790</u> | Invoice | 10/13/2020 | GENERATOR 7 ANNUAL MAINTENANCE | 0.00 | 782.92 | |
| 009065 | RDD EQUIPMENT COMPANY | 10/13/2020 | Regular | 0.00 | 4,020.60 | 62673 |
| <u>P4606945</u> | Invoice | 10/13/2020 | JD 410L SUPPLIES: E5410 | 0.00 | 116.92 | |
| <u>P4624345</u> | Invoice | 10/13/2020 | JD 410L SUPPLIES: E5410 | 0.00 | 3,903.68 | |
| 000091 | SAN BERNARDINO COUNTY RECORDER | 10/13/2020 | Regular | 0.00 | 60.00 | 62674 |
| <u>58090920</u> | Invoice | 10/13/2020 | RELEASE OF LIENS | 0.00 | 60.00 | |
| 013831 | SATMODO LLC | 10/13/2020 | Regular | 0.00 | 163.74 | 62675 |
| <u>155980</u> | Invoice | 10/13/2020 | EMERGENCY SATELLITE PHONES - OCT 20 | 0.00 | 163.74 | |
| 013820 | SC FUELS | 10/13/2020 | Regular | 0.00 | 3,486.46 | 62676 |
| <u>1719892-IN</u> | Invoice | 10/13/2020 | FUEL FOR VEHICLES | 0.00 | 3,486.46 | |
| 013833 | SERVICEMASTER 360 PREMIER CLEANING | 10/13/2020 | Regular | 0.00 | 997.65 | 62677 |
| <u>181878</u> | Invoice | 10/13/2020 | JANITORIAL SERVICES - OCT 20 | 0.00 | 997.65 | |
| VEN01020 | SOUTHWEST NETWORKS, INC. | 10/13/2020 | Regular | 0.00 | 738.00 | 62678 |
| <u>20-100205C</u> | Invoice | 10/13/2020 | OFFICE 365 MONTHLY MAINT - NOV 20 | 0.00 | 738.00 | |
| 009920 | STANDARD INSURANCE CO | 10/13/2020 | Regular | 0.00 | 1,584.07 | 62679 |
| <u>511020</u> | Invoice | 10/13/2020 | EE LIFE INSURANCE - OCT 20 | 0.00 | 1,584.07 | |
| 010850 | UNDERGROUND SERVICE ALERT | 10/13/2020 | Regular | 0.00 | 128.80 | 62680 |
| <u>920200340</u> | Invoice | 10/13/2020 | TICKET DELIVERY SERVICE - SEPT 20 | 0.00 | 128.80 | |
| 000327 | WATER QUALITY SPECIALISTS | 10/13/2020 | Regular | 0.00 | 3,500.00 | 62681 |
| <u>6798</u> | Invoice | 10/13/2020 | HDMC WWTP: OPERATION & MAINT - SEPT ... | 0.00 | 3,500.00 | |
| 013908 | WESTAMERICA COMMUNICATIONS | 10/13/2020 | Regular | 0.00 | 575.33 | 62682 |
| <u>336748</u> | Invoice | 10/13/2020 | OFFICE SUPPLIES | 0.00 | 575.33 | |
| 013888 | WIENHOFF DRUG TESTING | 10/13/2020 | Regular | 0.00 | 20.00 | 62683 |
| <u>93377</u> | Invoice | 10/13/2020 | DOT COLLECTION MONTHLY FEE - OCT 20 | 0.00 | 20.00 | |
| 013359 | XEROX FINANCIAL SERVICES | 10/13/2020 | Regular | 0.00 | 395.66 | 62684 |
| <u>2260557</u> | Invoice | 10/13/2020 | OFFICE EXPENSE 9/7/20 - 10/6/20 | 0.00 | 395.66 | |
| 000233 | NAPA AUTO PARTS | 10/13/2020 | Regular | 0.00 | 228.70 | 62685 |
| <u>336394</u> | Credit Memo | 10/13/2020 | CREDIT: BATTERY WARRANTY V30 | 0.00 | -89.84 | |
| <u>337582</u> | Invoice | 10/13/2020 | VEHICLE MAINTENANCE: V27 | 0.00 | 7.53 | |
| <u>337666</u> | Invoice | 10/13/2020 | VEHICLE MAINTENANCE: V30, 32, 40, 41, 42... | 0.00 | 134.65 | |
| <u>337962</u> | Invoice | 10/13/2020 | VACUUM MAINTENANCE: EB2 | 0.00 | 8.35 | |
| <u>338019</u> | Invoice | 10/13/2020 | GENERATOR BATTERY | 0.00 | 162.18 | |
| <u>338285</u> | Invoice | 10/13/2020 | VEHICLE SUPPLIES | 0.00 | 5.83 | |
| 013234 | ALGIS J. MARCIUSKA, SUCCESSOR TRUSTEE | 10/29/2020 | Regular | 0.00 | 79.38 | 62697 |

*Check Report JBWD

Date Range: 10/01/2020 - 10/31/2020

| Vendor Number | Vendor DBA Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|------------------------|---|--------------|--------------------------------------|-----------------|----------------|--------|
| Payable # | Payable Type | Payable Date | Payable Description | Discount Amount | Payable Amount | |
| <u>AM102920</u> | Invoice | 10/29/2020 | STANDBY REFUND - 0632-081-47-0000 | 0.00 | 79.38 | |
| 013235 | CARL SCHOENEMAN | 10/29/2020 | Regular | 0.00 | 79.38 | 62698 |
| <u>CS102920</u> | Invoice | 10/29/2020 | STANDBY REFUND - 0632-171-17-0000 | 0.00 | 79.38 | |
| 013231 | DIANE VIEAU | 10/29/2020 | Regular | 0.00 | 78.74 | 62699 |
| <u>DV102920</u> | Invoice | 10/29/2020 | STANDBY REFUND - 0589-212-70-0000 | 0.00 | 78.74 | |
| 013802 | HASA, INC. | 10/29/2020 | Regular | 0.00 | 518.87 | 62700 |
| <u>716791</u> | Invoice | 10/29/2020 | WATER TREATMENT EXPENSE | 0.00 | 518.87 | |
| 013910 | DESERT GREEN LANDSCAPE & MAINTENANCE, INC | 10/29/2020 | Regular | 0.00 | 2,249.64 | 62701 |
| <u>30169</u> | Invoice | 10/29/2020 | DEMO GARDEN REPAIRS | 0.00 | 2,249.64 | |
| 013230 | JAMIE BRITAIN | 10/29/2020 | Regular | 0.00 | 69.47 | 62702 |
| <u>JB102920</u> | Invoice | 10/29/2020 | STANDBY REFUND - 0588-222-07-0000 | 0.00 | 69.47 | |
| 013911 | JUSTIN SLADE | 10/29/2020 | Regular | 0.00 | 335.00 | 62703 |
| <u>JS101220</u> | Invoice | 10/29/2020 | METER UPGRADE REFUND | 0.00 | 335.00 | |
| 009054 | KATHLEEN J. RADNICH | 10/29/2020 | Regular | 0.00 | 2,648.25 | 62704 |
| <u>20_1018_1</u> | Invoice | 10/29/2020 | PUBLIC RELATIONS SERVICES | 0.00 | 1,209.75 | |
| <u>20_1025_1</u> | Invoice | 10/29/2020 | PUBLIC RELATIONS SERVICES | 0.00 | 1,438.50 | |
| 003215 | FRED'S TIRE & AUTOMOTIVE | 10/29/2020 | Regular | 0.00 | 1,495.01 | 62705 |
| <u>26913</u> | Invoice | 10/29/2020 | VEHICLE MAINT: V31 | 0.00 | 1,495.01 | |
| 013236 | MARK FERTONANI | 10/29/2020 | Regular | 0.00 | 31.75 | 62706 |
| <u>MF102920</u> | Invoice | 10/29/2020 | STANDBY REFUND - 0607-141-07-0000 | 0.00 | 31.75 | |
| 013232 | MITCH MCAFFEE | 10/29/2020 | Regular | 0.00 | 92.25 | 62707 |
| <u>MM102920</u> | Invoice | 10/29/2020 | STANDBY REFUND - 0603-071-01-0000 | 0.00 | 92.25 | |
| 013233 | RIK LIVINGSTON | 10/29/2020 | Regular | 0.00 | 31.75 | 62708 |
| <u>RL102920</u> | Invoice | 10/29/2020 | STANDBY REFUND - 0602-193-30-0000 | 0.00 | 31.75 | |
| 000091 | SAN BERNARDINO COUNTY RECORDER | 10/29/2020 | Regular | 0.00 | 200.00 | 62709 |
| <u>SB101320</u> | Invoice | 10/29/2020 | RELEASE OF LIENS | 0.00 | 200.00 | |
| 013820 | SC FUELS | 10/29/2020 | Regular | 0.00 | 2,553.27 | 62710 |
| <u>1733567-IN</u> | Invoice | 10/29/2020 | FUEL FOR VEHICLES | 0.00 | 2,553.27 | |
| 000009 | WESTERN PUMP, INC. | 10/29/2020 | Regular | 0.00 | 2,076.82 | 62711 |
| <u>W23267</u> | Invoice | 10/29/2020 | REPAIRS: GAS PUMP | 0.00 | 1,001.82 | |
| <u>W23268</u> | Invoice | 10/29/2020 | ANNUAL AQMD 461 TEST: VAPOR RECOVERY | 0.00 | 1,075.00 | |
| 013359 | XEROX FINANCIAL SERVICES | 10/29/2020 | Regular | 0.00 | 220.55 | 62712 |
| <u>2293783</u> | Invoice | 10/29/2020 | SHOP EXPENSE 9/27/20 - 10/26/20 | 0.00 | 220.55 | |
| 013359 | XEROX FINANCIAL SERVICES | 10/29/2020 | Regular | 0.00 | 791.32 | 62713 |
| <u>2303969</u> | Invoice | 10/29/2020 | OFFICE EXPENSE 10/7/20 - 11/6/20 | 0.00 | 791.32 | |
| 001517 | CalPERS | 10/01/2020 | Manual | 0.00 | 400.00 | 901513 |
| <u>100000016164734</u> | Invoice | 10/08/2020 | SSA 218 ANNUAL FEE | 0.00 | 400.00 | |
| 009880 | SOUTHERN CALIFORNIA EDISON CO | 10/01/2020 | Manual | 0.00 | 4,665.97 | 901514 |
| <u>5CE0920</u> | Invoice | 10/01/2020 | POWER TO BLDGS & GEN - SEPT 20 | 0.00 | 4,665.97 | |
| 001517 | CalPERS | 10/01/2020 | Manual | 0.00 | 13,546.86 | 901515 |
| <u>PPF 9-25-20</u> | Invoice | 10/01/2020 | PAY PERIOD ENDING 9/25/20 | 0.00 | 13,546.86 | |
| 000248 | PAYCHEX | 10/02/2020 | Manual | 0.00 | 358.69 | 901516 |
| <u>344099</u> | Invoice | 10/02/2020 | PAYROLL PROCESSING FEE | 0.00 | 358.69 | |
| 000236 | PAYPRO ADMINISTRATORS | 10/02/2020 | Manual | 0.00 | 54.16 | 901517 |
| <u>PPF 9-25-20</u> | Invoice | 10/02/2020 | EE FSA DEDUCTIONS 10-2-20 | 0.00 | 54.16 | |

*Check Report JBWD

Date Range: 10/01/2020 - 10/31/2020

| Vendor Number Payable # | Vendor DBA Name Payable Type | Payable Date | Payment Date Payable Description | Payment Type | Discount Amount Discount Amount | Payment Amount Payable Amount | Number |
|--|---|--|--|--------------|------------------------------------|--------------------------------------|--------|
| 000510 <u>0008970092220</u> | TIME WARNER CABLE Invoice | 10/08/2020 | 10/08/2020 CABLE & INTERNET - SEPT 20 | Manual | 0.00 0.00 | 358.83 358.83 | 901518 |
| 001004 <u>BA0920</u> | BUSINESS CARD Invoice | 10/15/2020 | 10/15/2020 OFFICE SUPPLIES | Manual | 0.00 0.00 | 27.48 27.48 | 901519 |
| 001009 <u>BA0920</u> | BUSINESS CARD Invoice | 10/15/2020 | 10/15/2020 VEHICLE SUPPLIES/TRACTOR MAINT/SMALL... | Manual | 0.00 0.00 | 4,982.09 4,982.09 | 901520 |
| 001011 <u>BA0920</u> | BUSINESS CARD Invoice | 10/15/2020 | 10/15/2020 SMALL TOOLS/C.S. REMODEL/OFFICE SUPPLI... | Manual | 0.00 0.00 | 7,231.14 7,231.14 | 901521 |
| 001013 <u>BA0920</u> | BUSINESS CARD Invoice | 10/15/2020 | 10/15/2020 SUBSCRIPTION | Manual | 0.00 0.00 | 219.00 219.00 | 901522 |
| 001014 <u>BA0920</u> | BUSINESS CARD Invoice | 10/15/2020 | 10/15/2020 VEHICLE REPAIR: E1DT/OFFICE SUPPLIES/SM... | Manual | 0.00 0.00 | 2,404.04 2,404.04 | 901523 |
| 004110 <u>BW093020</u> <u>BW1020</u> <u>BW1020B</u> | BURRTEC WASTE & RECYCLING SVCS Invoice Invoice Invoice | 10/15/2020 10/15/2020 10/15/2020 | 10/15/2020 TRASH REMOVAL (SHOP) - SEPT 20 TRASH & RECYCLING (OFFICE) - OCT 20 TRASH REMOVAL (SHOP) - OCT 20 | Manual | 0.00 0.00 0.00 | 884.69 429.84 160.27 294.58 | 901524 |
| 013196 <u>134965207-0</u> | TPX COMMUNICATIONS Invoice | 10/15/2020 | 10/15/2020 TELEPHONE (OFFICE) - OCT 20 | Manual | 0.00 0.00 | 546.34 546.34 | 901525 |
| 009878 <u>SCE0920</u> | SOUTHERN CALIFORNIA EDISON Invoice | 10/15/2020 | 10/15/2020 POWER FOR PUMPING - SEPT 20 | Manual | 0.00 0.00 | 35,096.38 35,096.38 | 901526 |
| 000236 <u>PPE 10-9-20</u> | PAYPRO ADMINISTRATORS Invoice | 10/16/2020 | 10/16/2020 EE FSA DEDUCTIONS 10-16-20 | Manual | 0.00 0.00 | 54.16 54.16 | 901527 |
| 001517 <u>PPE 10-9-20</u> | CalPERS Invoice | 10/16/2020 | 10/16/2020 PAY PERIOD ENDING 10/09/20 | Manual | 0.00 0.00 | 13,546.13 13,546.13 | 901528 |
| 000248 <u>22456581</u> | PAYCHEX Invoice | 10/16/2020 | 10/16/2020 TIME & LABOR ONLINE USAGE FEE | Manual | 0.00 0.00 | 188.10 188.10 | 901529 |
| 004195 <u>HD0920</u> | HOME DEPOT CREDIT SERVICES Invoice | 10/22/2020 | 10/22/2020 TANK MAINT/SMALL TOOLS/SHOP EXPENSE... | Manual | 0.00 0.00 | 10,957.59 10,957.59 | 901530 |
| 001630 <u>829480028X1005...</u> | AT&T MOBILITY Invoice | 10/22/2020 | 10/22/2020 COMMUNICATIONS - SEPT 20 | Manual | 0.00 0.00 | 2,306.90 2,306.90 | 901531 |
| VEN01533 <u>INV 15-106021</u> | PAYMENTUS GROUP INC. Invoice | 10/23/2020 | 10/23/2020 CREDIT CARD PROCESSING FEE - SEPT 20 | Manual | 0.00 0.00 | 3,241.45 3,241.45 | 901532 |
| 000248 <u>344683</u> | PAYCHEX Invoice | 10/30/2020 | 10/30/2020 PAYROLL PROCESSING FEE | Manual | 0.00 0.00 | 361.53 361.53 | 901533 |
| 000025 <u>ICMARC1020</u> | ICMA RC Invoice | 10/31/2020 | 10/31/2020 457 REMITTANCE - OCT 20 | Manual | 0.00 0.00 | 5,700.00 5,700.00 | 901534 |
| 000236 | PAYPRO ADMINISTRATORS | | 10/01/2020 | Manual | 0.00 | 10.00 | 901540 |

*Check Report JBWD

Date Range: 10/01/2020 - 10/31/2020

| Vendor Number | Vendor DBA Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---------------|-----------------|--------------|-------------------------|-----------------|----------------|--------|
| Payable # | Payable Type | Payable Date | Payable Description | Discount Amount | Payable Amount | |
| PP080320 | Invoice | 10/01/2020 | FSA ADMIN FEES - AUG 20 | 0.00 | 10.00 | |

Bank Code AP Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|----------------|---------------|---------------|-------------|-------------------|
| Regular Checks | 115 | 51 | 0.00 | 247,449.67 |
| Manual Checks | 25 | 23 | 0.00 | 107,141.53 |
| Voided Checks | 0 | 1 | 0.00 | 0.00 |
| Bank Drafts | 0 | 0 | 0.00 | 0.00 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | 140 | 85 | 0.00 | 354,591.20 |

**JOSHUA BASIN WATER DISTRICT
UTILITY REFUND REGISTER**

| <u>Account Number</u> | <u>Name</u> | <u>Date</u> | <u>Type</u> | <u>Amount</u> | |
|-----------------------|--------------------------|-------------|-------------|---------------|----------------|
| 07-00140-016 | TURCUTTO, MATTHEW A | 10/13/2020 | Refund | 10.60 | Check #: 62686 |
| 09-00082-021 | GARCIA, MAYA V | 10/13/2020 | Refund | 135.94 | Check #: 62687 |
| 10-00428-011 | WALLACE, ARIEL E | 10/13/2020 | Refund | 65.83 | Check #: 62688 |
| 11-00210-000 | GARRETT W CARLSON TRUST | 10/13/2020 | Refund | 27.99 | Check #: 62689 |
| 52-00122-007 | RUDOLPH, HEIDI M | 10/13/2020 | Refund | 7.26 | Check #: 62690 |
| 53-00080-012 | JEAN, ARLENE | 10/13/2020 | Refund | 61.61 | Check #: 62691 |
| 54-00076-008 | RICKS, MICHAEL W | 10/13/2020 | Refund | 34.43 | Check #: 62692 |
| 59-00028-012 | GADDIS, LESLIE | 10/13/2020 | Refund | 38.44 | Check #: 62693 |
| 62-00230-010 | CINDY MARK REALTY | 10/13/2020 | Refund | 143.52 | Check #: 62694 |
| 63-00156-007 | MCAVOY, LAUREN D | 10/13/2020 | Refund | 140.32 | Check #: 62695 |
| 65-00194-008 | ESTATE OF ARWIN STRATTON | 10/13/2020 | Refund | 0.52 | Check #: 62696 |
| | | | | 666.46 | |

JOSHUA BASIN WATER
 DISTRICT
 PO BOX 675
 JOSHUA TREE, CA 92252

DIRECTOR PAY
 09/12/2020 - 10/23/2020

| <u>Employee Number</u> | <u>Employee Name</u> | <u>Date</u> | <u>Type</u> | <u>Units</u> | <u>Additions</u> | <u>Deductions</u> |
|------------------------|----------------------|-------------|--|--------------|------------------|-------------------|
| 10511 | Floen, Thomas | 09/16/2020 | Director Pay Note: JBWD BOARD MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| | | 10/21/2020 | Director Pay Note: JBWD BOARD MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| | | 10/22/2020 | Director Pay Note: MWA MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| Totals: | | | | | \$520.89 | \$0.00 |
| Employee Total: | | | | | \$520.89 | |

| <u>Employee Number</u> | <u>Employee Name</u> | <u>Date</u> | <u>Type</u> | <u>Units</u> | <u>Additions</u> | <u>Deductions</u> |
|------------------------|----------------------|-------------|--|--------------|------------------|-------------------|
| 10510 | Hund, Geary | 09/16/2020 | Director Pay Note: JBWD BOARD MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| | | 10/21/2020 | Director Pay Note: JBWD BOARD MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| Totals: | | | | | \$347.26 | \$0.00 |
| Employee Total: | | | | | \$347.26 | |

| <u>Employee Number</u> | <u>Employee Name</u> | <u>Date</u> | <u>Type</u> | <u>Units</u> | <u>Additions</u> | <u>Deductions</u> |
|------------------------|----------------------|-------------|---|--------------|------------------|-------------------|
| 10508 | Johnson, Robert | 09/16/2020 | Director Pay Note: JBWD BOARD MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| | | 10/14/2020 | Director Pay Note: FINANCE COMMITTEE MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| | | 10/21/2020 | Director Pay Note: JBWD BOARD MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| Totals: | | | | | \$520.89 | \$0.00 |
| Employee Total: | | | | | \$520.89 | |

DIRECTOR PAY
09/12/2020 - 10/23/2020

| <u>Employee Number</u> | <u>Employee Name</u> | <u>Date</u> | <u>Type</u> | <u>Units</u> | <u>Additions</u> | <u>Deductions</u> |
|------------------------|----------------------|-------------|--|--------------|------------------|-------------------|
| 10505 | Reynolds, Michael | 09/16/2020 | Director Pay Note: JBWD BOARD MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| | | 10/08/2020 | Director Pay Note: MWA BOARD MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| | | 10/21/2020 | Director Pay Note: JBWD BOARD MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| Totals: | | | | | \$520.89 | \$0.00 |
| Employee Total: | | | | | \$520.89 | |

| <u>Employee Number</u> | <u>Employee Name</u> | <u>Date</u> | <u>Type</u> | <u>Units</u> | <u>Additions</u> | <u>Deductions</u> |
|------------------------|----------------------|-------------|---|--------------|------------------|-------------------|
| 10509 | Unger, Rebecca | 09/16/2020 | Director Pay Note: JBWD BOARD MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| | | 09/24/2020 | Director Pay Note: MWA BOARD MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| | | 09/26/2020 | Director Pay Note: PLANT SALE - JBWD GARDEN 1/DIR/504/ | 1.0000 | \$173.63 | |
| | | 10/07/2020 | Director Pay Note: LEGISLATIVE & PUBLIC INFO COMMITTEE MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| | | 10/14/2020 | Director Pay Note: FINANCE COMMITTEE MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| | | 10/21/2020 | Director Pay Note: JBWD BOARD MEETING 1/DIR/504/ | 1.0000 | \$173.63 | |
| Totals: | | | | | \$1,041.78 | \$0.00 |
| Employee Total: | | | | | \$1,041.78 | |

Pay Adjustment Summary

| <u>Type</u> | <u>Units</u> | <u>Additions</u> | <u>Deductions</u> |
|--------------|--------------|------------------|-------------------|
| Director Pay | 17.0000 | \$2,951.71 | |

| | | |
|---------------|------------|--------|
| Grand Totals: | \$2,951.71 | \$0.00 |
| Grand Total: | \$2,951.71 | |

**JOSHUA BASIN WATER DISTRICT
MEETING AGENDA ITEM STAFF REPORT**

Regular Meeting of the Finance Committee

DATE: December 9, 2020

REPORT TO: Committee
PREPARED BY: Susan Greer
TOPIC: **RESOLUTION NO. 20-1024, AUTHORIZING
INVESTMENT OF MONIES AND DESIGNATING
CONTACTS FOR THE LOCAL AGENCY
INVESTMENT FUND**

RECOMMENDATION: Refer to Board for approval of Resolution 20-1024

ANALYSIS: The District invests our funds in the State of California Local Agency Investment Fund (LAIF,) and because I am retiring, we need to identify new contacts who are authorized to deposit or withdraw monies from the Fund.

The proposed resolution identifies the General Manager, the Director of Finance and Accounting Supervisor as those new contacts. Any successor employees with the same titles are automatically authorized contacts for LAIF purposes.

This is an opportunity to remind the Board about the Local Agency Investment Fund, LAIF. LAIF was established by the California legislature in 1977 to provide investment options for local governments and is managed by the State Treasurer's Office (STO) and audited each year by the Bureau of State Audits. The STO manages over \$102 Billion in investments, including those of LAIF. By participating in LAIF, we have the expertise of the State's investment professionals, earning the best return while maintaining the safety and liquidity of our investments.

Funds on deposit with LAIF are highly liquid, with same-day accessibility if needed. Under Federal law, the State of California cannot declare bankruptcy, and by State law, monies placed on deposit with LAIF are safe, not subject to loan or seizure or impoundment by any state official or state agency.

LAIF has over 2,300 public agency participants that have invested over \$32 Billion with LAIF. The District currently has over \$10 Million invested with LAIF as indicated on the following page:

| DESCRIPTION | AMOUNT |
|---|--------------|
| <i>DISTRICT RESTRICTED:</i> | |
| Operating & Cash Flow Reserves | \$3,296,657 |
| Emergency Reserve | 2,000,000 |
| Replacement Reserves – meters, equipment & technology, buildings, studies/reports | 1,026,200 |
| Capital Reserve | 1,720,073 |
| <i>LEGALLY RESTRICTED:</i> | |
| Capacity Charges – water and wastewater | 1,574,291 |
| Customer and Project Deposits | 369,618 |
| Copper Mountain Mesa Assessment District | 691,890 |
| TOTAL | \$10,678,729 |

STRATEGIC PLAN ITEM:
FISCAL IMPACT: N/A

RESOLUTION NO. 20-1024

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE JOSHUA BASIN WATER DISTRICT
AUTHORIZING INVESTMENT OF MONIES IN THE
LOCAL AGENCY INVESTMENT FUND (LAIF)**

WHEREAS, the Local Agency Investment Fund is established in the State Treasury under Government Code section 16429.1 et. seq. for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the Joshua Basin Water District Board of Directors hereby finds that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein is in the best interests of the Joshua Basin Water District.

NOW THEREFORE BE IT RESOLVED, that the Joshua Basin Water District Board of Directors hereby authorizes the deposit and withdrawal of Joshua Basin Water District monies in the Local Agency Investment Fund in the State Treasury in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein.

BE IT FURTHER RESOLVED, as follows:

Section 1. The following Joshua Basin Water District officers holding the title(s) specified hereinbelow or their successors in office are each hereby authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this resolution and the transactions contemplated hereby:

| | | |
|-----------------|---------------------|-----------------------|
| Mark Ban | Anne Roman | Autumn Rich |
| General Manager | Director of Finance | Accounting Supervisor |

Section 2. This resolution shall remain in full force and effect until rescinded by Joshua Basin Water District Board of Directors by resolution and a copy of the resolution rescinding this resolution is filed with the State Treasurer's Office.

PASSED AND ADOPTED, by the Joshua Basin Water District Board of Directors, County of San Bernardino, State of California on December 16th, 2020.

AYES:
NOES:
ABSTAIN:
ABSENT:

By: _____
Rebecca Unger, President

ATTEST: _____
Mark Ban, General Manager and Board Secretary

**JOSHUA BASIN WATER DISTRICT
MEETING AGENDA ITEM STAFF REPORT**

Finance Committee

DATE: December 9, 2020

REPORT TO: Finance Committee
PREPARED BY: Anne Roman, Director of Finance
TOPIC: **1ST QUARTER ENDING 09/30/2020 FINANCIAL
REPORT**

RECOMMENDATION: Receive report, ask questions, and refer to the Board of
Directors for approval.

ANALYSIS: The 1st quarter ending 09/30/2020 Financial Report is attached
and will be reviewed in detail in the meeting. See Financial
Report Summary page for highlights.

STRATEGIC PLAN N/A
ITEM:
FISCAL IMPACT: None



1st QUARTER ENDING 9/30/20 FINANCIAL REPORT SUMMARY

CASH BALANCES

Total cash as of 9/30/20 is \$11,653,966
 General Fund Cash - \$11,236,715; CIRP Loan Cash - \$417,251
 Total cash is \$19,457 less than last quarter, and \$1,805,658 more than one year ago

CASH FLOW

\$1,495,583 water bill and related payments collected during the quarter
 \$121,150 property taxes/assessments collected during the quarter
 \$283,728 received for 16 meter installs and HDMC WWTP (\$85,387)
 \$457,155 spent on debt service payments
 \$92,719 spent on capital projects
 Total cash decreased \$19,457 during the quarter

PROPERTY TAX AND ASSESSMENT COLLECTIONS

Collections this quarter are clean up payments from last fiscal year
 Tax collections via the county tax rolls for this fiscal year began in November

BOARD REPORT

Total Revenues are 25% of budget
 Water Revenues are 30% of budget
 Expenses are 17% of budget
 Total operating revenues exceed total operating expenses by \$548,465

WATER SALES CONSUMPTION STATISTICS

YTD consumption through 9/30/20 is 10.93% less than last year and 7.93% less than two years ago
 The top 10 users represent the following types of accounts:

| | |
|----------------------|--------|
| Housing (multi-unit) | 6,587 |
| Public agency | 4,877 |
| Hospital/Medical | 4,427 |
| Commercial | 2,170 |
| Individual | 869 |
| | <hr/> |
| | 18,930 |



CASH BALANCES 9/30/20

| | 9/30/20 <u>TOTAL</u> | LEGALLY <u>RESTRICTED</u> | DISTRICT <u>RESTRICTED</u> | 6/30/20 <u>Balance</u> | 9/30/19 <u>TOTAL</u> |
|---------------------------|-------------------------|------------------------------|-------------------------------|---------------------------|-------------------------|
| Petty Cash | 1,045 | | | 1,045 | 1,119 |
| Change Fund | 1,500 | | | 1,500 | 1,500 |
| General Fund | 373,233 | | | 397,127 | 356,690 |
| Payroll Fund | 97,207 | | | 5,001 | 5,000 |
| LAIF | | | | | |
| Operating Reserve | 1,686,373 | | 1,686,373 | 1,686,373 | 1,609,789 |
| Cash Flow Reserve | 1,550,497 | | 1,550,497 | 1,609,498 | 0 |
| Equip/Technology Reserve | 193,522 | | 193,522 | 389,952 | 389,952 |
| Emergency Capital Reserve | 2,000,000 | | 2,000,000 | 2,000,000 | 2,000,000 |
| Meter Replacement Reserve | 734,931 | | 734,931 | 262,835 | 262,835 |
| Building Reserve | 36,441 | | 36,441 | 6,441 | 6,441 |
| Studies/Reports Reserve | 61,306 | | 61,306 | 11,306 | 11,307 |
| Consumer/Project Deposits | 330,832 | 330,832 | | 366,145 | 357,209 |
| Water Capacity | 620,660 | 620,660 | | 495,417 | 399,727 |
| Wastewater Capacity | 1,137,205 | 1,137,205 | | 1,022,521 | 953,170 |
| CIP Reserve | 1,720,073 | | 1,720,073 | 1,878,168 | 1,878,168 |
| CMM | | | | | |
| Redemption Reserve | 444,575 | 444,575 | | 594,696 | 388,936 |
| Reserve | 244,098 | 244,098 | | 248,398 | 250,296 |
| Prepayment | 3,217 | 3,217 | | 3,204 | 3,151 |
| | <u>11,236,715</u> | <u>2,780,587</u> | <u>7,983,144</u> | <u>10,979,627</u> | <u>8,875,290</u> |
| CIRP Loan Fund | 417,251 | 417,251 | | 693,796 | 973,018 |
| | <u>11,653,966</u> | <u>3,197,837</u> | <u>7,983,144</u> | <u>11,673,423</u> | <u>9,848,308</u> |

Restricted Cash = \$7,983,144

Unrestricted Cash = \$3,197,837

Total Cash is \$19,457 LESS than quarter ending 6/30/20. Total Cash is \$1,805,658 MORE than one year ago.



1st Quarter Ending 9/30/20 CASH FLOW EXPLANATION

| | <u>General Fund</u> | <u>CIRP Loan</u> |
|---|----------------------------|-------------------------|
| Beginning Cash Balance 7/1/20 | \$10,979,628 | \$693,795 |
| <u>Source of Funds (Revenues)</u> | | |
| Total cash received during the quarter from all sources | 2,350,604 | 8 |
| <p>Water bill payments of \$1,495,583 received from ratepayers CIRP loan reimbursement for prior quarter costs \$276,554 Property Tax/Assessment Payments \$121,150 HDMC Funding of \$ 65,985 (Reimb \$53,865, OH \$12,120) Consumer/Project Deposits \$23,735 Meter Installation/Capacity Fees of \$283,728, including HDMC \$85,387 and 16 new meters (10 in the wastewater zone). Also, 12 meter upgrades! Interest Revenue \$38,790 Gen Fund, \$8 CIRP Loan JPIA wellness grant \$918</p> | | |
| <u>Use of Funds (Expenses)</u> | | |
| Total use of cash during the quarter for all purposes | 2,093,517 | 276,554 |
| <p>Debt Service of \$457,155 including CMM \$182,705 and CIRP loan \$267,891</p> <p>Capital costs during the quarter - \$92,719, self funded Water buffalo \$39,868 Tack pot \$12,140 Geoviewer Updates \$16,600 including Redlines and Service line estimator (\$9,800) SCADA Improvements Phase 3 \$10,909 AWIA Compliance Plan (American Water Infrastructure Act) \$4,750 Saddleback miscellaneous costs</p> | | |
| Ending Cash Balance 9/30/20 | <u>\$11,236,716</u> | <u>\$417,250</u> |
| Total cash decreased during the quarter by | \$19,457 | |



CASH FLOW

July - Sept 2020

| | <u>GENERAL FUND</u> | <u>LOAN</u> |
|--|-------------------------|----------------------|
| FUND BALANCE AT BEGINNING OF PERIOD | \$ 10,979,627.52 | \$ 693,795.86 |
| FUNDS PROVIDED BY: | | |
| Water Sales | \$ 1,495,582.74 | |
| Loan Reimb. to GF | 276,553.76 | |
| Grant Revenues | - | |
| Turn On/Special Services Revenue/Misc | 28,627.37 | |
| Liens & Bad Debt | 11,514.75 | |
| Refunds to District (MWA) | - | |
| Consumer Deposits | 23,735.00 | |
| HDMC WWTP Operations Reimbursement | 53,865.02 | |
| HDMC WWTP Operations Overhead Revenue | 12,119.63 | |
| Project Deposits | 4,938.00 | |
| Property Taxes Received - G.D. | 10,828.72 | |
| Property Taxes Received - ID #2 | 15.33 | |
| Standby Collections - Prior | 40,544.72 | |
| Standby Collections - Current | 44,214.26 | |
| Property Taxes Received - CMM | 25,546.99 | |
| Water Capacity Charges/Connection Fees | 114,238.00 | |
| Wastewater Capacity Charges | 140,793.00 | |
| Hzone Reimbursement Fees | - | |
| Meter Installation Fees | 28,697.00 | |
| Interest | 38,790.20 | 8.47 |
| TOTAL SOURCE OF FUNDS | <u>2,350,604.49</u> | <u>8.47</u> |
| | | 8.47 |
| FUNDS USED FOR: | | |
| Debt Service | \$ 457,154.69 | |
| Loan Reimb. to GF for Prior Quarter Costs | - | 276,553.76 |
| Capital Additions - Self funded | 92,719.32 | |
| Capital Additions - Loan Funded | - | |
| Operating Expenses | 763,572.43 | |
| Total Disbursements | <u>1,313,446.44</u> | |
| Loan Fees | | |
| Bank Transfer Payroll | 432,089.69 | |
| Employee Funded Payroll Taxes & CALPERS | 170,996.98 | |
| Employer Funded Payroll Taxes & CALPERS | 161,587.81 | |
| Employee Funded 457 Transfer | 13,068.00 | |
| Employer Funded 457 Annual Transfer | - | |
| Bank Fees/Charges (net of interest) | 2,327.67 | |
| Total Transfers | <u>780,070.15</u> | |
| TOTAL USE OF FUNDS | <u>2,093,516.59</u> | <u>276,553.76</u> |
| FUND BALANCE AT END OF PERIOD | <u>\$ 11,236,715.42</u> | <u>\$ 417,250.57</u> |



Property Tax and Assessment Revenues and Collections as of 09/30/20

| | CURRENT YEAR 2020/2021 | | | PRIOR YEAR 2019/2020 | | |
|-------------------------|---------------------------|----------------------|-----------------------|-------------------------|----------------------|-----------------------|
| | Billed Revenue | Y-T-D Collections | Billed % Collected | Billed Revenue | Y-T-D Collections | Billed % Collected |
| ID#2 | 0 | 15 | | | -5 | |
| General District Taxes | 0 | 10,808 | N/A | | 7,786 | N/A |
| CMM Assessment District | 0 | 14,202 | N/A | | 13,023 | N/A |
| Prior | | 11,345 | | | 6,111 | |
| Standby Assessments | 0 | 44,214 | N/A | | 36,927 | N/A |
| Prior | | 40,545 | | | 12,193 | |
| TOTAL | 0 | 121,130 | | 0 | 76,035 | |

Collections at 9/30 are related to County clean up checks from the prior fiscal years. 20/21 collections began in November and will be reflected in the second quarter ending 12/31/20 report.

Prior year collections increased in 20/21 to surpass 19/20 levels. One scenario under which this could occur is an increase in property sales.



1st Quarter Ending 9/30/20 BOARD REPORT SUMMARY

REVENUES

Total Revenues are 25% of budget
 Water Revenues are 30% of budget
 HDMC 0% of budget (*billed in arrears; will begin in 2nd quarter*)
 Property Tax Revenues are 0% of budget (*will begin in 2nd quarter*)
 Unbudgeted Development Fees total \$214,273(16 meters; 10 with wastewater)

EXPENSES

| | % of budget | |
|------------------------|----------------|----------------|
| Production | 13% | |
| Distribution | 18% | |
| Customer Service | 9% | |
| Administration | 18% | |
| Engineering | 0% | |
| Finance | 21% | |
| Human Resources | 9% | |
| Bonds, Loans & Standby | 58% | |
| CIRP | 32% | |
| HDMC Tmt. Plant | 26% | |
| Benefits Allocated | 19% | |
| Field Allocated | 15% | |
| Office Allocated | 18% | |
| <hr/> | | |
| TOTAL | 17% | vs 25% of year |

SUMMARY

Total Operating Revenues exceed Total Operating Expenses by \$548,465



**Operating Board Report (Budget Report)

Account Summary

For Fiscal: 2020-2021 Period Ending: 09/30/2020

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Used |
|--|----------------------------------|--------------------------|-------------------------|--------------------|---------------------|--|-----------------|
| Fund: 01 - GENERAL FUND | | | | | | | |
| Revenue | | | | | | | |
| Program: 39 - ** OPERATING REVENUES ** | | | | | | | |
| 01-39-41010-FI | METERED WATER SALES | 3,119,000.00 | 3,119,000.00 | 330,995.11 | 1,078,307.48 | -2,040,692.52 | 34.57 % |
| 01-39-41012-FI | ALLOW FOR CAAP/BILLING ADJ | -6,000.00 | -6,000.00 | -281.85 | -2,407.55 | 3,592.45 | 40.13 % |
| 01-39-41015-FI | BASIC FEES | 2,086,000.00 | 2,086,000.00 | 168,176.30 | 506,488.88 | -1,579,511.12 | 24.28 % |
| 01-39-41016-FI | BASIC FEES - LOCKED/PULLED | 374,000.00 | 374,000.00 | 28,101.94 | 84,952.75 | -289,047.25 | 22.71 % |
| 01-39-41030-FI | PRIVATE FIRE PROTECTION SERV. | 25,000.00 | 25,000.00 | 2,779.28 | 8,337.84 | -16,662.16 | 33.35 % |
| 01-39-41040-FI | SPECIAL SERVICES REVENUE | 200,000.00 | 200,000.00 | 18,759.31 | 50,971.10 | -149,028.90 | 25.49 % |
| 01-39-42110-FI | (STANDBY CASHFLOW CONTRA) | -113,700.00 | -118,382.20 | 0.00 | 0.00 | 118,382.20 | 0.00 % |
| 01-39-44030-FI-D | METER INSTALLATION & UPGRADE | 0.00 | 0.00 | 8,008.00 | 30,699.00 | 30,699.00 | 0.00 % |
| Program: 39 - ** OPERATING REVENUES ** Total: | | 5,684,300.00 | 5,679,617.80 | 556,538.09 | 1,757,349.50 | -3,922,268.30 | 30.94 % |
| Program: 40 - ** NON-OPERATING REVENUES ** | | | | | | | |
| 01-40-41011-FI | (WATER CASHFLOW CONTRA) | -155,950.00 | -155,950.00 | 0.00 | 0.00 | 155,950.00 | 0.00 % |
| 01-40-41045-FI | HDMC WWTP OPERATIONS REIMB | 130,000.00 | 130,000.00 | 0.00 | 0.00 | -130,000.00 | 0.00 % |
| 01-40-41046-FI | HDMC WWTP OVERHEAD/FEES REI | 29,250.00 | 29,250.00 | 0.00 | 0.00 | -29,250.00 | 0.00 % |
| 01-40-42100-FI | STANDBY REVENUE-CURRENT | 1,137,000.00 | 1,183,822.00 | 0.00 | 0.00 | -1,183,822.00 | 0.00 % |
| 01-40-43000-FI | PROPERTY TAX REVENUE | 455,000.00 | 455,000.00 | 0.00 | 0.00 | -455,000.00 | 0.00 % |
| 01-40-43020-FI | ASSESSMENT REVENUE - CMM | 241,712.50 | 241,712.50 | 0.00 | 0.00 | -241,712.50 | 0.00 % |
| 01-40-44010-FI-D | WATER CAPACITY CHARGES | 0.00 | 0.00 | 25,963.00 | 118,064.00 | 118,064.00 | 0.00 % |
| 01-40-44050-FI | WASTEWATER CAPACITY CHARGES | 0.00 | 0.00 | 10,104.00 | 65,510.00 | 65,510.00 | 0.00 % |
| 01-40-47000-FI | MISCELLANEOUS REVENUE | 20,000.00 | 20,000.00 | 200.00 | 10,579.79 | -9,420.21 | 52.90 % |
| 01-40-47002-FI | INTEREST REVENUE | 128,000.00 | 128,000.00 | 7.83 | 22.63 | -127,977.37 | 0.02 % |
| 01-40-47030-FI-D | PLANT SALES (SALES TAXABLE) | 0.00 | 0.00 | -93.85 | -93.85 | -93.85 | 0.00 % |
| Program: 40 - ** NON-OPERATING REVENUES ** Total: | | 1,985,012.50 | 2,031,834.50 | 36,180.98 | 194,082.57 | -1,837,751.93 | 9.55 % |
| Revenue Total: | | 7,669,312.50 | 7,711,452.30 | 592,719.07 | 1,951,432.07 | -5,760,020.23 | 25.31 % |
| Expense | | | | | | | |
| Program: 01 - ** PRODUCTION ** | | | | | | | |
| 01-01-5-01-01118-FI | PRODUCTION SALARY (incl STBY,CL | 355,207.01 | 355,207.01 | 33,805.21 | 84,718.63 | 270,488.38 | 23.85 % |
| 01-01-5-01-02205-RI | WATER TREATMENT EXPENSE | 6,000.00 | 6,000.00 | 542.46 | 1,147.81 | 4,852.19 | 19.13 % |
| 01-01-5-01-02210-RI | SMALL TOOLS - PRODUCTION | 7,500.00 | 7,500.00 | 690.95 | 1,442.23 | 6,057.77 | 19.23 % |
| 01-01-5-01-03102-GM | WATER RECHARGE PURCHASE | 500,000.00 | 500,000.00 | 0.00 | 0.00 | 500,000.00 | 0.00 % |
| 01-01-5-01-03105-GM | WATER SUPPLY MONITORING | 40,000.00 | 40,000.00 | 0.00 | 0.00 | 40,000.00 | 0.00 % |
| 01-01-5-01-03108-RI | RECHARGE MAINT/REPAIR | 5,000.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 % |
| 01-01-5-01-03111-D/P | EQUIPMENT RENTAL | 3,500.00 | 3,500.00 | 0.00 | 0.00 | 3,500.00 | 0.00 % |
| 01-01-5-01-03115-RI | PUMPING PLANT REPAIR & MAINT. | 35,000.00 | 35,000.00 | 5,102.30 | 6,467.75 | 28,532.25 | 18.48 % |
| 01-01-5-01-03120-RI | TANK & RESERVOIR MAINTENANCE | 100,000.00 | 100,000.00 | 800.00 | 800.00 | 99,200.00 | 0.80 % |
| 01-01-5-01-03207-RI | GENERATOR (LARGE) REPAIR & MAI | 25,000.00 | 25,000.00 | 0.00 | 0.00 | 25,000.00 | 0.00 % |
| 01-01-5-01-04004-RI | LABORATORY SERVICES | 20,000.00 | 20,000.00 | 1,445.00 | 2,441.00 | 17,559.00 | 12.21 % |
| 01-01-5-01-06105-RI | POWER FOR PUMPING (ELECTRIC) | 300,000.00 | 300,000.00 | 32,972.38 | 68,591.35 | 231,408.65 | 22.86 % |
| 01-01-5-01-06501-RI | TELEMETRY / SCADA EXPENSE | 5,000.00 | 5,000.00 | 527.65 | 527.65 | 4,472.35 | 10.55 % |
| 01-01-5-01-06590-RI | PRODUCTION - OTHER | 0.00 | 0.00 | 495.00 | 495.00 | -495.00 | 0.00 % |
| 01-01-5-01-07002-AGM | RIGHT OF WAY | 16,870.00 | 16,870.00 | 0.00 | 0.00 | 16,870.00 | 0.00 % |
| 01-01-5-01-98001-FI | EE BENEFITS ALLOCATED | 216,330.00 | 216,330.00 | 44,982.63 | 44,982.63 | 171,347.37 | 20.79 % |
| 01-01-5-01-98002-FI | FIELD EXPENSES ALLOCATED | 87,406.82 | 87,406.82 | 12,820.46 | 12,820.46 | 74,586.36 | 14.67 % |
| Program: 01 - ** PRODUCTION ** Total: | | 1,722,813.83 | 1,722,813.83 | 134,184.04 | 224,434.51 | 1,498,379.32 | 13.03 % |
| Program: 02 - ** DISTRIBUTION ** | | | | | | | |
| 01-02-5-02-01130-FI | DISTRIBUTION SALARY (incl STBY,C | 388,952.01 | 388,952.01 | 22,470.75 | 70,175.03 | 318,776.98 | 18.04 % |
| 01-02-5-02-02211-JC | SMALL TOOLS - DISTRIBUTION | 10,000.00 | 10,000.00 | 363.01 | 363.01 | 9,636.99 | 3.63 % |
| 01-02-5-02-02920-FI | INVENTORY-OVER & SHORT | 25,000.00 | 25,000.00 | 0.00 | 0.00 | 25,000.00 | 0.00 % |
| 01-02-5-02-03106-JC | MAINLINE AND LEAK REPAIR | 55,000.00 | 55,000.00 | 440.70 | 2,762.72 | 52,237.28 | 5.02 % |

****Operating Board Report (Budget Report)**

For Fiscal: 2020-2021 Period Ending: 09/30/2020

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Used |
|---|---------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|-----------------|
| 01-02-5-02-03206-JC | TRACTOR REPAIR / MAINT. | 10,000.00 | 10,000.00 | 4,987.35 | 5,264.60 | 4,735.40 | 52.65 % |
| 01-02-5-02-04005-HR | UTILITY LOCATING (DIG ALERT) | 2,000.01 | 2,000.01 | 100.75 | 8,266.79 | -6,266.78 | 413.34 % |
| 01-02-5-02-98001-FI | EE BENEFITS ALLOCATED | 264,404.00 | 264,404.00 | 54,996.44 | 54,996.44 | 209,407.56 | 20.80 % |
| 01-02-5-02-98002-FI | FIELD EXPENSES ALLOCATED | 128,058.68 | 128,058.68 | 18,787.45 | 18,787.45 | 109,271.23 | 14.67 % |
| Program: 02 - ** DISTRIBUTION ** Total: | | 883,414.70 | 883,414.70 | 102,146.45 | 160,616.04 | 722,798.66 | 18.18 % |
| Program: 03 - ** CUSTOMER SERVICE ** | | | | | | | |
| 01-03-5-03-01107-FI | FIELD SALARY - CUSTOMER SERVICE | 119,149.00 | 119,149.00 | 5,391.05 | 13,821.63 | 105,327.37 | 11.60 % |
| 01-03-5-03-01114-FI | OFFICE SALARY - CUSTOMER SERV. | 162,929.00 | 162,929.00 | 9,264.47 | 25,483.81 | 137,445.19 | 15.64 % |
| 01-03-5-03-03107-HR | METER SERVICE REPAIR (INTERNAL | 407,685.00 | 407,685.00 | 0.00 | 0.00 | 407,685.00 | 0.00 % |
| 01-03-5-03-05201-HR | METER READING EQUIPMENT & EX | 5,000.00 | 5,000.00 | 0.00 | 29.32 | 4,970.68 | 0.59 % |
| 01-03-5-03-07000-FID | MISC UTILITY ADJUSTMENTS | 0.00 | 0.00 | 0.00 | -1,180.18 | 1,180.18 | 0.00 % |
| 01-03-5-03-07004-HR | LOW INCOME ASSSITANCE (LIA) | 6,650.00 | 6,650.00 | 50.00 | 400.00 | 6,250.00 | 6.02 % |
| 01-03-5-03-07010-AGM | BAD DEBT | 35,000.00 | 35,000.00 | 0.00 | -1,203.85 | 36,203.85 | -3.44 % |
| 01-03-5-03-07015-HR | CUSTOMER SERVICE - OTHER | 56,800.00 | 56,800.00 | 6,592.22 | 11,030.83 | 45,769.17 | 19.42 % |
| 01-03-5-03-98001-FI | EE BENEFITS ALLOCATED | 252,386.00 | 252,386.00 | 37,485.53 | 37,485.53 | 214,900.47 | 14.85 % |
| 01-03-5-03-98002-FI | FIELD EXPENSES ALLOCATED | 23,519.16 | 23,519.16 | 3,450.56 | 3,450.56 | 20,068.60 | 14.67 % |
| 01-03-5-03-98003-FI | OFFICE EXPENSE ALLOCATED | 92,513.33 | 92,513.33 | 16,214.42 | 16,214.42 | 76,298.91 | 17.53 % |
| Program: 03 - ** CUSTOMER SERVICE ** Total: | | 1,161,631.49 | 1,161,631.49 | 78,448.25 | 105,532.07 | 1,056,099.42 | 9.08 % |
| Program: 04 - ** ADMINISTRATION ** | | | | | | | |
| 01-04-5-04-01108-FI | ADMINISTRATION SALARY | 387,443.01 | 387,443.01 | 25,488.02 | 69,721.87 | 317,721.14 | 18.00 % |
| 01-04-5-04-01115-FI | SAFETY SALARY | 7,041.00 | 7,041.00 | 18.46 | 55.38 | 6,985.62 | 0.79 % |
| 01-04-5-04-01121-FI | DIRECTORS SALARY | 32,642.44 | 32,642.44 | 1,562.67 | 6,771.57 | 25,870.87 | 20.74 % |
| 01-04-5-04-01210-EXA | DIRECTORS / C.A.C. EDUCATION | 20,000.00 | 20,000.00 | 0.00 | 0.00 | 20,000.00 | 0.00 % |
| 01-04-5-04-04007-GM | LEGISLATIVE ADVOCACY | 5,000.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 % |
| 01-04-5-04-07008-EXA | BUSINESS EXPENSE | 10,000.00 | 10,000.00 | 297.61 | 811.69 | 9,188.31 | 8.12 % |
| 01-04-5-04-07014-GM | PUBLIC INFORMATION | 22,200.00 | 22,200.00 | 5,009.80 | 8,705.80 | 13,494.20 | 39.22 % |
| 01-04-5-04-07016-EXA | MEMBERSHIP, DUES & SUBSCRIPT | 44,481.98 | 44,481.98 | 570.27 | 10,740.56 | 33,741.42 | 24.15 % |
| 01-04-5-04-07020-GM | WATER CONSERVATION EXPENSE | 15,000.00 | 15,000.00 | 3,414.27 | 3,761.77 | 11,238.23 | 25.08 % |
| 01-04-5-04-07025-GM | LEGAL SERVICES - NON-PERSONNEL | 60,000.00 | 60,000.00 | 4,162.30 | 4,162.30 | 55,837.70 | 6.94 % |
| 01-04-5-04-07218-GM | SAFETY EXPENSE (EQUIP & SUPPLIE | 23,825.00 | 23,825.00 | 4,241.10 | 4,241.10 | 19,583.90 | 17.80 % |
| 01-04-5-04-07219-GM | EMERGENCY PREPAREDNESS | 15,000.00 | 15,000.00 | 3,325.86 | 3,629.58 | 11,370.42 | 24.20 % |
| 01-04-5-04-07401-HR | PROPERTY INSURANCE & RISK MG | 95,000.00 | 95,000.00 | 20,778.29 | 20,778.29 | 74,221.71 | 21.87 % |
| 01-04-5-04-98001-FI | EE BENEFITS ALLOCATED | 196,139.00 | 196,139.00 | 34,995.32 | 34,995.32 | 161,143.68 | 17.84 % |
| 01-04-5-04-98003-FI | OFFICE EXPENSE ALLOCATED | 117,744.24 | 117,744.24 | 20,634.85 | 20,634.85 | 97,109.39 | 17.53 % |
| Program: 04 - ** ADMINISTRATION ** Total: | | 1,051,516.67 | 1,051,516.67 | 124,498.82 | 189,010.08 | 862,506.59 | 17.97 % |
| Program: 05 - ** DEVELOPMENT & ENGINEERING ** | | | | | | | |
| 01-05-5-05-01109-FI | DEVELOPMENT SALARY | 0.01 | 0.01 | 0.00 | 0.00 | 0.01 | 0.00 % |
| 01-05-5-05-02305-ENG | MAPS/DRAFTING SUPPLIES | 5,000.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 % |
| 01-05-5-05-04008-GM | ENGINEERING CONTRACT SERVICES | 15,000.00 | 15,000.00 | 0.00 | 0.00 | 15,000.00 | 0.00 % |
| 01-05-5-05-04013-ENG | DEVELOPMENT - OTHER | 15,000.00 | 15,000.00 | 0.00 | 0.00 | 15,000.00 | 0.00 % |
| Program: 05 - ** DEVELOPMENT & ENGINEERING ** Total: | | 35,000.01 | 35,000.01 | 0.00 | 0.00 | 35,000.01 | 0.00 % |
| Program: 06 - ** FINANCE ** | | | | | | | |
| 01-06-5-06-01101-FI | FINANCE SALARY | 259,123.00 | 259,123.00 | 22,831.15 | 57,636.86 | 201,486.14 | 22.24 % |
| 01-06-5-06-04009-AGM | ACCOUNTING/AUDIT SERVICES | 24,915.00 | 24,915.00 | 1,890.00 | 4,630.00 | 20,285.00 | 18.58 % |
| 01-06-5-06-07001-AGM | FINANCE - OTHER | 27,180.00 | 27,180.00 | 2,193.52 | 5,019.70 | 22,160.30 | 18.47 % |
| 01-06-5-06-98001-FI | EE BENEFITS ALLOCATED | 164,892.00 | 164,892.00 | 35,975.51 | 35,975.51 | 128,916.49 | 21.82 % |
| 01-06-5-06-98003-FI | OFFICE EXPENSE ALLOCATED | 121,108.36 | 121,108.36 | 21,229.19 | 21,229.19 | 99,879.17 | 17.53 % |
| Program: 06 - ** FINANCE ** Total: | | 597,218.36 | 597,218.36 | 84,119.37 | 124,491.26 | 472,727.10 | 20.85 % |
| Program: 07 - ** HUMAN RESOURCES ** | | | | | | | |
| 01-07-5-07-01102-FI | PERSONNEL SALARY | 86,082.00 | 86,082.00 | 6,197.10 | 16,308.95 | 69,773.05 | 18.95 % |
| 01-07-5-07-01105-HR | AWARDS SALARY/LEAVE | 2,500.00 | 2,500.00 | 0.00 | 4,187.20 | -1,687.20 | 167.49 % |
| 01-07-5-07-01215-HR | EMPLOYEE TRAINING | 30,000.00 | 30,000.00 | -596.47 | -154.57 | 30,154.57 | -0.52 % |
| 01-07-5-07-01217-HR | EMPLOYEE EDUCATION | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 % |
| 01-07-5-07-01905-HR | EMPLOYMENT RECRUITING EXPENS | 10,000.00 | 10,000.00 | 895.50 | 895.50 | 9,104.50 | 8.96 % |
| 01-07-5-07-01910-HR | LABOR LEGAL FEES | 40,000.00 | 40,000.00 | 2,542.05 | 2,542.05 | 37,457.95 | 6.36 % |
| 01-07-5-07-01915-HR | PERSONNEL - OTHER | 20,000.00 | 20,000.00 | 40.00 | 5,133.42 | 14,866.58 | 25.67 % |
| 01-07-5-07-01920-HR | AWARDS GIFTS | 2,500.00 | 2,500.00 | 0.00 | 0.00 | 2,500.00 | 0.00 % |

****Operating Board Report (Budget Report)**

For Fiscal: 2020-2021 Period Ending: 09/30/2020

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Used |
|--|----------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|-----------------|
| 01-07-5-07-98001-FI | EE BENEFITS ALLOCATED | 31,248.00 | 31,248.00 | 6,490.43 | 6,490.43 | 24,757.57 | 20.77 % |
| 01-07-5-07-98003-FI | OFFICE EXPENSE ALLOCATED | 21,866.79 | 21,866.79 | 3,832.27 | 3,832.27 | 18,034.52 | 17.53 % |
| Program: 07 - ** HUMAN RESOURCES ** Total: | | 254,196.79 | 254,196.79 | 19,400.88 | 39,235.25 | 214,961.54 | 15.43 % |
| Program: 09 - ** BONDS, LOANS & STANDBY ** | | | | | | | |
| 01-09-5-09-08115-FI | CMM PRINCIPLE | 121,000.00 | 121,000.00 | 121,000.00 | 121,000.00 | 0.00 | 100.00 % |
| 01-09-5-09-08120-FI | MORONGO BASIN PIPELINE | 155,570.76 | 155,570.76 | 0.00 | 0.00 | 155,570.76 | 0.00 % |
| 01-09-5-09-08130-FI | {CIRP} MUNICIPAL FINANCE LOAN P | 157,858.13 | 157,858.13 | 152,005.90 | 152,005.90 | 5,852.23 | 96.29 % |
| 01-09-5-09-08215-FI | INTEREST EXPENSE - CMM | 120,712.50 | 120,712.50 | 61,704.85 | 61,704.85 | 59,007.65 | 51.12 % |
| 01-09-5-09-08220-FI | {CIRP} MUNICIPAL FINANCE LOAN I | 110,032.77 | 110,032.77 | 115,885.00 | 115,885.00 | -5,852.23 | 105.32 % |
| 01-09-5-09-08320-FI | GENERAL TAX COLLECTION CHARG | 1,200.00 | 1,200.00 | 0.00 | 16.34 | 1,183.66 | 1.36 % |
| 01-09-5-09-08325-FI | ADMINISTRATION - CMM | 11,500.00 | 11,500.00 | 0.00 | 2,096.21 | 9,403.79 | 18.23 % |
| 01-09-5-09-08330-AGM | STANDBY ADMINISTRATION | 105,858.00 | 105,858.00 | 0.00 | 4,462.73 | 101,395.27 | 4.22 % |
| Program: 09 - ** BONDS, LOANS & STANDBY ** Total: | | 783,732.16 | 783,732.16 | 450,595.75 | 457,171.03 | 326,561.13 | 58.33 % |
| Program: 12 - ** CAPITAL IMPROVEMENT REPLACEMENT PROGRAM (CIRP) | | | | | | | |
| 01-12-5-12-01136-FI | CIRP STANDBY/CALLBACK | 0.00 | 0.00 | 2,298.74 | 8,903.09 | -8,903.09 | 0.00 % |
| 01-12-5-12-01212-FI | CIRP: COMPENSATED LEAVE | 30,736.00 | 30,736.00 | 3,444.49 | 5,267.99 | 25,468.01 | 17.14 % |
| 01-12-5-12-02213-FI | CIRP: SALARY (excl STBY,CLBK) | 322,152.00 | 322,152.00 | 19,082.49 | 48,198.04 | 273,953.96 | 14.96 % |
| 01-12-5-12-02213-GM | CIRP: SMALL TOOLS/MISC. EXP. | 15,000.00 | 15,000.00 | 3,045.97 | 5,565.29 | 9,434.71 | 37.10 % |
| 01-12-5-12-98001-FI | EE BENEFITS ALLOCATED | 240,367.00 | 240,367.00 | 49,989.54 | 49,989.54 | 190,377.46 | 20.80 % |
| 01-12-5-12-98002-FI | FIELD EXPENSES ALLOCATED | 85,911.59 | 85,911.59 | 12,601.22 | 12,601.22 | 73,310.37 | 14.67 % |
| 01-12-5-12-98777-FI | CIRP: SALARY CLEARING (PROJ SAL | -284,068.00 | -284,068.00 | -61,616.01 | -61,616.01 | -222,451.99 | 21.69 % |
| 01-12-5-12-98779-FI | CIRP: BENEFITS CLEARING (PROJ BE | -193,761.00 | -193,761.00 | 0.00 | 0.00 | -193,761.00 | 0.00 % |
| Program: 12 - ** CAPITAL IMPROVEMENT REPLACEMENT PROGRA | | 216,337.59 | 216,337.59 | 28,846.44 | 68,909.16 | 147,428.43 | 31.85 % |
| Program: 20 - ** HDMC TREATMENT PLANT (Reimbursable) ** | | | | | | | |
| 01-20-5-20-03101-DWR | HDMC: OTHER | 40,000.00 | 40,000.00 | 0.00 | 0.00 | 40,000.00 | 0.00 % |
| 01-20-5-20-04100-DWR | HDMC: CONTRACTED OPERATION E | 80,000.00 | 80,000.00 | 25,204.70 | 30,921.61 | 49,078.39 | 38.65 % |
| 01-20-5-20-06100-DWR | HDMC: PUMPING POWER | 10,000.00 | 10,000.00 | 1,346.15 | 2,646.23 | 7,353.77 | 26.46 % |
| Program: 20 - ** HDMC TREATMENT PLANT (Reimbursable) ** Tot | | 130,000.00 | 130,000.00 | 26,550.85 | 33,567.84 | 96,432.16 | 25.82 % |
| Program: 42 - ** RESERVE SET-ASIDE (DRAWDOWN) - OP ** | | | | | | | |
| 01-42-5-99-00010-FI | %BUILDING RES (OP Funded) | 30,000.00 | 30,000.00 | 0.00 | 0.00 | 30,000.00 | 0.00 % |
| 01-42-5-99-00100-AGM | %EQUIP&TECH RES (OP Funded) | 170,000.00 | 170,000.00 | 0.00 | 0.00 | 170,000.00 | 0.00 % |
| 01-42-5-99-00150-FI | %METER REPL RES (OP Funded) | 500,000.00 | 500,000.00 | 0.00 | 0.00 | 500,000.00 | 0.00 % |
| 01-42-5-99-00152-FI | =METER REPL RES (OP Used) | -389,209.00 | -389,209.00 | 0.00 | 0.00 | -389,209.00 | 0.00 % |
| 01-42-5-99-00250-FI | %STUDIES/REPORTS RES (OP Funde | 50,000.00 | 50,000.00 | 0.00 | 0.00 | 50,000.00 | 0.00 % |
| 01-42-5-99-00300-AGM | %CAPTIAL RES (OP Funded) | 1,000,000.00 | 1,000,000.00 | 0.00 | 0.00 | 1,000,000.00 | 0.00 % |
| 01-42-5-99-00405-FI | % MORONGO BASIN PIPELINE RESV | 64,429.00 | 64,429.00 | 0.00 | 0.00 | 64,429.00 | 0.00 % |
| Program: 42 - ** RESERVE SET-ASIDE (DRAWDOWN) - OP ** Total: | | 1,425,220.00 | 1,425,220.00 | 0.00 | 0.00 | 1,425,220.00 | 0.00 % |
| Program: 51 - ** BENEFITS ALLOCATED TO DEPTS ** | | | | | | | |
| 01-51-5-51-01211-FI | COMPENSATED LEAVE | 264,648.00 | 264,648.00 | 25,202.28 | 52,616.24 | 212,031.76 | 19.88 % |
| 01-51-5-51-01216-FI | CAFETERIA PLAN EXPENSE | 545,665.00 | 545,665.00 | 37,778.45 | 114,226.45 | 431,438.55 | 20.93 % |
| 01-51-5-51-01220-FI | GROUP INSURANCE EXPENSE | 16,300.00 | 16,300.00 | 1,695.65 | 6,017.47 | 10,282.53 | 36.92 % |
| 01-51-5-51-01225-FI | WORKERS COMPENSATION INSURA | 42,588.00 | 42,588.00 | 0.00 | 0.00 | 42,588.00 | 0.00 % |
| 01-51-5-51-01230-FI | RETIREMENT: PERS Classic 2%@55 | 228,197.00 | 228,197.00 | 13,020.73 | 70,493.51 | 157,703.49 | 30.89 % |
| 01-51-5-51-01231-FI | RETIREMENT: PERS Tier 2 2%@62 | 50,573.00 | 50,573.00 | 3,126.03 | 11,914.99 | 38,658.01 | 23.56 % |
| 01-51-5-51-01232-FI | RETIREMENT: PERS - TEMP | 3,525.00 | 3,525.00 | 0.00 | 0.00 | 3,525.00 | 0.00 % |
| 01-51-5-51-01233-FI | RETIREMENT - 457 CONTRIBUTION | 27,000.00 | 27,000.00 | 485.00 | 1,687.75 | 25,312.25 | 6.25 % |
| 01-51-5-51-01250-HR | MISC. BENEFITS: WELLNESS | 8,000.00 | 8,000.00 | 0.00 | 0.00 | 8,000.00 | 0.00 % |
| 01-51-5-51-01305-FI | PAYROLL TAXES | 179,269.00 | 179,269.00 | 11,272.97 | 37,463.27 | 141,805.73 | 20.90 % |
| 01-51-5-51-98000-FI | ALLOCATED EXPENSES - BENEFITS | -1,365,765.00 | -1,365,765.00 | -264,915.40 | -264,915.40 | -1,100,849.60 | 19.40 % |
| 01-51-5-51-98050-FI | CIRP: BENEFITS CLEARING (PROJ BE | 0.00 | 0.00 | -29,504.28 | -29,504.28 | 29,504.28 | 0.00 % |
| Program: 51 - ** BENEFITS ALLOCATED TO DEPTS ** Total: | | 0.00 | 0.00 | -201,838.57 | 0.00 | 0.00 | 0.00 % |
| Program: 52 - ** FIELD ALLOCATED TO DEPTS ** | | | | | | | |
| 01-52-5-52-01240-D/P | UNIFORMS (FIELD) | 10,500.00 | 10,500.00 | 0.00 | 0.00 | 10,500.00 | 0.00 % |
| 01-52-5-52-02206-D/P | SHOP EXPENSE - COMBINED | 15,000.00 | 15,000.00 | 2,152.86 | 3,807.97 | 11,192.03 | 25.39 % |
| 01-52-5-52-02209-FXA | SHOP OFFICE SUPPLIES | 27,680.00 | 27,680.00 | 85.77 | 114.00 | 27,566.00 | 0.41 % |
| 01-52-5-52-02212-D/P | SMALL TOOLS - COMBINED & REPAI | 5,000.00 | 5,000.00 | 14.83 | 345.57 | 4,654.43 | 6.91 % |

****Operating Board Report (Budget Report)**

For Fiscal: 2020-2021 Period Ending: 09/30/2020

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Used |
|---|--------------------------------|--------------------------|-------------------------|--------------------|---------------------|--|-----------------|
| <u>01-52-5-52-03205-D/P</u> | TOOL / EQUIP REPAIR | 2,000.00 | 2,000.00 | 0.00 | 132.58 | 1,867.42 | 6.63 % |
| <u>01-52-5-52-03905-D/P</u> | BUILDING REPAIR/MAINT-SHOP/SIT | 25,000.00 | 25,000.00 | 1,878.97 | 5,487.01 | 19,512.99 | 21.95 % |
| <u>01-52-5-52-04015-EXA</u> | OPS: SOFTWARE,SUPPORT & COMP | 93,716.25 | 93,716.25 | 10,404.91 | 13,910.69 | 79,805.56 | 14.84 % |
| <u>01-52-5-52-05005-D/P</u> | FUEL-VEHICLES | 55,000.00 | 55,000.00 | 10,387.87 | 15,515.52 | 39,484.48 | 28.21 % |
| <u>01-52-5-52-05010-D/P</u> | AUTO EXPENSE - FIELD | 15,000.00 | 15,000.00 | 1,233.34 | 3,817.31 | 11,182.69 | 25.45 % |
| <u>01-52-5-52-06305-EXA</u> | COMMUNICATIONS-MOBILE | 26,000.00 | 26,000.00 | 2,315.56 | 4,469.04 | 21,530.96 | 17.19 % |
| <u>01-52-5-52-07009-D/P</u> | REGULATORY-PERMITS, FEES, CERT | 50,000.00 | 50,000.00 | 0.00 | 60.00 | 49,940.00 | 0.12 % |
| <u>01-52-5-52-98000-FI</u> | ALLOCATED EXPENSES - FIELD | -324,896.25 | -324,896.25 | -47,659.69 | -47,659.69 | -277,236.56 | 14.67 % |
| Program: 52 - ** FIELD ALLOCATED TO DEPTS ** Total: | | 0.00 | 0.00 | -19,185.58 | 0.00 | 0.00 | 0.00 % |
| Program: 53 - ** OFFICE ALLOCATED TO DEPTS ** | | | | | | | |
| <u>01-53-5-53-01405-HR</u> | TEMPORARY LABOR FEES | 30,000.00 | 30,000.00 | 0.00 | 1,790.42 | 28,209.58 | 5.97 % |
| <u>01-53-5-53-02105-EXA</u> | OFFICE SUPPLIES | 43,000.00 | 43,000.00 | 1,448.96 | 6,288.49 | 36,711.51 | 14.62 % |
| <u>01-53-5-53-02107-EXA</u> | OFFICE EQUIP & MAINT. | 15,000.00 | 15,000.00 | 470.01 | 891.53 | 14,108.47 | 5.94 % |
| <u>01-53-5-53-02110-EXA</u> | POSTAGE | 33,500.00 | 33,500.00 | 2,016.14 | 2,023.39 | 31,476.61 | 6.04 % |
| <u>01-53-5-53-03906-EXA</u> | BUILDING REPAIR/MAINT - OFFICE | 44,680.00 | 44,680.00 | 3,723.14 | 8,005.78 | 36,674.22 | 17.92 % |
| <u>01-53-5-53-04015-EXA</u> | ADMIN: COMPUTER SOFTWARE & | 111,234.72 | 111,234.72 | 10,230.14 | 28,500.60 | 82,734.12 | 25.62 % |
| <u>01-53-5-53-05010-AGM</u> | AUTO EXPENSE - OFFICE | 7,818.00 | 7,818.00 | 0.00 | 69.00 | 7,749.00 | 0.88 % |
| <u>01-53-5-53-06205-EXA</u> | TELEPHONE AND UTILITIES | 68,000.00 | 68,000.00 | 8,302.74 | 14,341.52 | 53,658.48 | 21.09 % |
| <u>01-53-5-53-98000-FI</u> | ALLOCATED EXPENSES - OFFICE | -353,232.72 | -353,232.72 | -61,910.73 | -61,910.73 | -291,321.99 | 17.53 % |
| Program: 53 - ** OFFICE ALLOCATED TO DEPTS ** Total: | | 0.00 | 0.00 | -35,719.60 | 0.00 | 0.00 | 0.00 % |
| Expense Total: | | 8,261,081.60 | 8,261,081.60 | 792,047.10 | 1,402,967.24 | 6,858,114.36 | 16.98 % |
| Fund: 01 - GENERAL FUND Surplus (Deficit): | | -591,769.10 | -549,629.30 | -199,328.03 | 548,464.83 | 1,098,094.13 | -99.79 % |
| Report Surplus (Deficit): | | -591,769.10 | -549,629.30 | -199,328.03 | 548,464.83 | 1,098,094.13 | -99.79 % |

Fund Summary

| Fund | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) |
|----------------------------------|----------------------------------|---------------------------------|----------------------------|----------------------------|---|
| 01 - GENERAL FUND | -591,769.10 | -549,629.30 | -199,328.03 | 548,464.83 | 1,098,094.13 |
| Report Surplus (Deficit): | -591,769.10 | -549,629.30 | -199,328.03 | 548,464.83 | 1,098,094.13 |



Water Sales Consumption Statistics as of 09/30/2020

| Consumption - 12 months ending: | CURRENT 09/30/2020 | PRIOR 1 09/30/2019 | PRIOR 2 09/30/2018 |
|---------------------------------|-----------------------|-----------------------|-----------------------|
| CCF | 469,453 | 527,075 | 509,909 |
| Gallons | 351,150,844 | 394,252,100 | 381,411,932 |
| Acre Feet | 1,078 | 1,210 | 1,171 |
| Change/PY | -10.93% decrease | 3.37% increase | -7.93% decrease |

Change 2018 - 2020
Change does not correlate to state conservation mandate

CONSUMPTION RANKING - TOP TEN - Quarter Ending 9/30/20

| | ACCOUNT NAME | Consumption (CCF) | | | | | ACCOUNT TOTALS |
|----|---|-------------------|---------------|--------------|------------|------------|----------------|
| | | HOUSING | PUBLIC AGENCY | HOSPITAL/MED | COMMERCIAL | INDIVIDUAL | |
| 1 | Hi-Desert Medical Center (hospital and CCC) | | | 4427 | | | 4427 |
| 2 | JT Parks & Recreation | | 3,168 | | | | 3168 |
| 3 | Quail Springs Village Apartments | 2319 | | | | | 2319 |
| 4 | Joshua Tree Memorial Park | | | | 2170 | | 2170 |
| 5 | Lazy H Mobilehome Park | 1827 | | | | | 1827 |
| 6 | Pyle - Mobilehome Park | 1577 | | | | | 1577 |
| 7 | Morongo Unified School District | | 1,060 | | | | 1060 |
| 8 | Individual Customer | | | | | 869 | 869 |
| 9 | Yucca Trails Apartments | 864 | | | | | 864 |
| 10 | County offices | | 649 | | | | 649 |
| | CLASS/TYPE TOTALS | 6,587 | 4,877 | 4,427 | 2,170 | 869 | 18,930 |