



PO Box 675 • 61750 Chollita Road • Joshua Tree CA 92252  
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An Equal Opportunity Provider

JOSHUA BASIN WATER DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
WEDNESDAY JANUARY 15, 2014 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 COMMENTS:

This public comment portion of this agenda provides an opportunity for the public to address the Board of Directors on items not listed on the agenda that *are of interest to the public at large* and are within the subject matter jurisdiction of this Board. The Board of Directors is prohibited by law from taking action on matters discussed that are not on the agenda, and no adverse conclusions should be drawn if the Board does not respond to public comments at this time. Comments that concern individual customer accounts are welcome, however we encourage doing so only after other administrative avenues for redress have been fully exhausted. In all cases, your concerns will be referred to the General Manager for review and a timely response.

Comments are to be limited to three minutes per speaker and shall not exceed a total of 20 minutes. All comments are to be directed to the Board of Directors and shall not consist of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during their comments. Public input may be offered on an agenda item when the item comes up for discussion and/or action. Members of the public who wish to speak shall proceed to the podium when called by the President of the Board. Please state your name and community of residence for the record.

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.

Pg. 1-2

- A. Adoption of salary schedule for the General Unit Employees.

Recommend that the Board approve and adopt the updated General Unit salary schedule, to be effective February 8, 2014.

Pg. 3

- B. Approve Draft Minutes of the December 16, 2013 Special Meeting of the Board of Directors

Pg. 4

- C. Approve Draft Minutes of the December 17, 2013 Special Meeting of the Board of Directors

Pg. 5-10

- D. Approve Draft Minutes of the December 18, 2013 Regular Meeting of the Board of Directors

Pg. 11-21

- E. Check Audit Report Review For November 2013

Pg. 22-35

F. Check Audit Report Review For December 2013

Pg. 36-39

7. PUBLIC HEARING TO CONSIDER INCREASES TO WATER RATES AND CHARGES
  - A. HEARING OPENED BY PRESIDING OFFICER
  - B. STAFF PRESENTATION
  - C. QUESTIONS OF STAFF BY BOARD
  - D. PUBLIC TESTIMONY OPENED BY PRESIDING OFFICER
  - E. PUBLIC TESTIMONY HEARING CLOSED
  - F. QUESTIONS BY BOARD
  - G. DISCUSSION BY BOARD
  - H. ACTION BY BOARD

Recommend that the Board adopt Resolution No. 14-914 which sets forth and adopts the Rates and Charges approved by the Board tonight and amends the JBWD's Rules and Regulations accordingly.

Pg. 40

8. WATER RECHARGE PROJECT – RECHARGE FACILITY CONSTRUCTION CONTRACT APPROVAL AND AWARD

Recommend that the Board authorize the General Manager to award a contract for construction of the Water Recharge Facility Project to Vance Construction at the cost of \$2,373,600 including 10% contingency.

Pg. 41-51

9. CONSIDER AWARD OF D3 BOOSTER STATION REPLACEMENT CONSTRUCTION CONTRACT OR ALTERNATIVE PROJECT

Recommend that the Board determine whether to award D3 booster station replacement contract at a cost of \$196,411 or authorize alternative project at reduced cost.

Pg. 52-66

10. REQUEST FOR PROPOSALS FOR NETWORK MANAGED SERVICES

Recommend that the Board approve and authorize distribution of RFP.

Pg. 67-76

11. KAYE KEENE SECOND REQUEST FOR RECONSIDERATION OF COSTS REQUIRED FOR WATER SERVICE CONNECTION

Recommend that the Board receive information and direct that any further inquiries are to be handled by the General Manager.

Pg. 77

12. PURCHASE AND INSTALLATION OF PLANT IN DEMONSTRATION GARDEN

Recommend that the Board authorize purchase and installation of plant and plaque recognizing outgoing President Luckman's leadership.

Pg. 78-91

13. AUTHORIZE GENERAL MANAGER TO PROVIDE COMMENTS TO THE COUNTY OF SAN BERNARDINO REGARDING THE PROPOSED SOLAR PROJECT ON ALTA LOMA AND OLYMPIC

Recommend that the Board authorize General Manager to submit comments to the County regarding the proposed solar project.

14. COMMITTEE REPORTS:

AD HOC:

- A. GENERAL MANAGER SEARCH: Vice President Reynolds and Director Luckman
- B. ADMINISTRATION CODE UPDATE PROJECT: President Fuller and Director Luckman
- C. HOSPITAL WASTEWATER PROJECT: Director Luckman and President Fuller
- D. MOJAVE WATER AGENCY INTEGRATED REGIONAL WATER MANAGEMENT

- PLAN COMMITTEE: Director Luckman and President Fuller
- E. RULES AND REGULATIONS COMMITTEE: President Fuller and Vice President Reynolds
- F. TANK RESTORATION PROJECT: Director Wilson and Director Johnson

STANDING:

- A. PUBLIC INFORMATION COMMITTEE: Director Luckman and President Fuller: Kathleen Radnich, Public Outreach Consultant to report.
- B. FINANCE COMMITTEE: President Fuller and Director Johnson

15. 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.

16. GENERAL MANAGER REPORT

17. DISTRICT GENERAL COUNSEL REPORT

18. DIRECTORS COMMENTS/REPORTS

19. FUTURE AGENDA ITEMS

20. CLOSED SESSION

At this time the Board will go into Closed Session

- 1. Pursuant to Government Code Section 54957 (b) (1) Public Employee Appointment - Title: General Manager

21. PUBLIC REPORT ON TONIGHT'S CLOSED SESSION

22. ADJOURNMENT

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.

*This meeting is scheduled to be broadcast on Time Warner Cable Channel 10 on January 22 at 7:00 pm and January 29 at 7:00 pm. DVD recordings of Joshua Basin Water District Board meetings are available at the District office and at the Joshua Tree Library*

JOSHUA BASIN WATER DISTRICT  
AGENDA REPORT

Regular Meeting of the Board of Directors

Date: January 15, 2014

Report to: President and Members of the Board  
From: Marie Salsberry, Human Resources Manager/Administrative Specialist

TOPIC:  
ADOPTION OF SALARY SCHEDULE FOR GENERAL UNIT EMPLOYEES

RECOMMENDATION:  
That the Board approve and adopt the updated General Unit salary schedule, to be effective February 8, 2014.

ANALYSIS:  
Attached you will find the revised salary schedule for the District's General Unit employees, effective as of February 8, 2014. Per the provisions of the current Memorandum of Understanding (MOU) between the District and the Joshua Basin Chapter of AFSCME, one step, (Step 11) has been added at the top of range for each of the General Unit job descriptions.

The MOU stipulates that, effective as of the first pay period following January 31<sup>st</sup>, 2014 one or two steps, of 2.5% increase, will be added to the top of the salary range for all general unit classifications. Whether one or two steps are added depends on the cost of living adjustment as determined by the Consumer Price Index (CPI) for our area over the past twelve months, available as of December 31, 2013. If the CPI for that time period is less than 3.5% one step is to be added at the top of the salary ranges; if the CPI is 3.5% or more, two steps of 2.5% each would be added. The December 17<sup>th</sup>, 2013 CPI reports a .5% increase over the prior twelve months; based on that number, one step has been added to each of the General Unit salary ranges.

The MOU also stipulates that General Unit employees are not guaranteed an automatic increase in pay due to this adjustment to the salary schedule. The MOU ties pay increases to employee performance by specifying that only employees who achieve a rating of "excellent" or greater on their annual performance evaluation may receive a pay increase. When our General Unit employees receive their performance evaluations in 2014, those with ratings of excellent or outstanding may receive a 2.5% increase; employees whose evaluations are rated satisfactory or less than satisfactory will not be eligible for the increase.

The Board approved the MOU with the adoption of Resolution 13-911 on August 31<sup>st</sup>, 2013. Since the MOU represents a contractual obligation, the salary schedule changes have already been "pre-approved" by the Board.

However, this item is being brought to you because other regulations require that salary schedules be approved by governing Boards whenever changes occur, so in order to remain in compliance, the Board must adopt and approve the salary schedule each time a change is made.

STRATEGIC PLAN ITEM: N/A



**JOSHUA BASIN WATER DISTRICT**  
**General Unit Salary Range Schedule**  
**Effective February 8, 2014**

|                    |       |
|--------------------|-------|
| ADJUSTMENT APPLIED | 2.50% |
|--------------------|-------|

| CLASS   | STEP:  | 1      | 2      | 3      | 4      | 5      | 6      | 7      | 8      | 9      | 10     | 11     |
|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| <b>Water Production Operator Lead</b>               | annual | 49,858 | 51,334 | 52,854 | 54,418 | 56,029 | 57,687 | 59,394 | 61,152 | 62,962 | 64,809 | 66,429 |
|   | month  | 4,155  | 4,278  | 4,404  | 4,535  | 4,669  | 4,807  | 4,949  | 5,096  | 5,247  | 5,401  | 5,536  |
|   | hourly | 23.970 | 24.680 | 25.410 | 26.162 | 26.937 | 27.734 | 28.555 | 29.400 | 30.270 | 31.158 | 31.937 |
| <b>Water Production Operator II</b>                 | annual | 43,355 | 44,638 | 45,960 | 47,320 | 48,721 | 50,162 | 51,647 | 53,176 | 54,749 | 56,356 | 57,764 |
|   | month  | 3,613  | 3,720  | 3,830  | 3,943  | 4,060  | 4,180  | 4,304  | 4,431  | 4,562  | 4,696  | 4,814  |
|   | hourly | 20.844 | 21.461 | 22.096 | 22.750 | 23.423 | 24.117 | 24.830 | 25.565 | 26.322 | 27.094 | 27.771 |
| <b>Water Production Operator I</b>                  | annual | 31,370 | 32,299 | 33,255 | 34,239 | 35,254 | 36,297 | 37,371 | 38,477 | 39,617 | 40,779 | 41,798 |
|   | month  | 2,614  | 2,692  | 2,771  | 2,853  | 2,938  | 3,025  | 3,114  | 3,206  | 3,301  | 3,398  | 3,483  |
|   | hourly | 15.082 | 15.529 | 15.988 | 16.461 | 16.949 | 17.450 | 17.967 | 18.499 | 19.047 | 19.605 | 20.095 |
| <b>Construction &amp; Maintenance Lead</b>          | annual | 49,858 | 51,334 | 52,854 | 54,418 | 56,029 | 57,687 | 59,394 | 61,152 | 62,962 | 64,809 | 66,429 |
|   | month  | 4,155  | 4,278  | 4,404  | 4,535  | 4,669  | 4,807  | 4,949  | 5,096  | 5,247  | 5,401  | 5,536  |
|   | hourly | 23.970 | 24.680 | 25.410 | 26.162 | 26.937 | 27.734 | 28.555 | 29.400 | 30.270 | 31.158 | 31.937 |
| <b>Construction &amp; Maintenance II</b>            | annual | 43,355 | 44,638 | 45,960 | 47,320 | 48,721 | 50,162 | 51,647 | 53,176 | 54,749 | 56,356 | 57,764 |
|   | month  | 3,613  | 3,720  | 3,830  | 3,943  | 4,060  | 4,180  | 4,304  | 4,431  | 4,562  | 4,696  | 4,814  |
|   | hourly | 20.844 | 21.461 | 22.096 | 22.750 | 23.423 | 24.117 | 24.830 | 25.565 | 26.322 | 27.094 | 27.771 |
| <b>Construction &amp; Maintenance I</b>             | annual | 31,370 | 32,299 | 33,255 | 34,239 | 35,254 | 36,297 | 37,371 | 38,477 | 39,617 | 40,779 | 41,798 |
|   | month  | 2,614  | 2,692  | 2,771  | 2,853  | 2,938  | 3,025  | 3,114  | 3,206  | 3,301  | 3,398  | 3,483  |
|   | hourly | 15.082 | 15.529 | 15.988 | 16.461 | 16.949 | 17.450 | 17.967 | 18.499 | 19.047 | 19.605 | 20.095 |
| <b>Field Service Technician</b>                     | annual | 39,020 | 40,174 | 41,364 | 42,588 | 43,848 | 45,146 | 46,482 | 47,858 | 49,274 | 50,720 | 51,988 |
|   | month  | 3,252  | 3,348  | 3,447  | 3,549  | 3,654  | 3,762  | 3,874  | 3,988  | 4,106  | 4,227  | 4,332  |
|   | hourly | 18.759 | 19.315 | 19.886 | 20.475 | 21.081 | 21.705 | 22.347 | 23.009 | 23.690 | 24.385 | 24.994 |
| <b>Accounting Technician</b>                        | annual | 40,231 | 41,422 | 42,648 | 43,910 | 45,210 | 46,548 | 47,926 | 49,345 | 50,805 | 52,296 | 53,603 |
|   | month  | 3,353  | 3,452  | 3,554  | 3,659  | 3,768  | 3,879  | 3,994  | 4,112  | 4,234  | 4,358  | 4,467  |
|   | hourly | 19.342 | 19.914 | 20.504 | 21.110 | 21.736 | 22.379 | 23.041 | 23.723 | 24.425 | 25.142 | 25.771 |
| <b>Accounts Receivable</b>                          | annual | 33,663 | 34,660 | 35,686 | 36,741 | 37,829 | 38,949 | 40,102 | 41,289 | 42,511 | 43,758 | 44,852 |
|   | month  | 2,805  | 2,888  | 2,974  | 3,062  | 3,152  | 3,246  | 3,342  | 3,441  | 3,543  | 3,646  | 3,738  |
|   | hourly | 16.184 | 16.663 | 17.157 | 17.664 | 18.187 | 18.725 | 19.280 | 19.850 | 20.438 | 21.037 | 21.563 |
| <b>Lead Customer Service Represent</b>              | annual | 35,928 | 36,991 | 38,086 | 39,214 | 40,375 | 41,569 | 42,800 | 44,066 | 45,371 | 46,702 | 47,869 |
|   | month  | 2,994  | 3,083  | 3,174  | 3,268  | 3,365  | 3,464  | 3,567  | 3,672  | 3,781  | 3,892  | 3,989  |
|   | hourly | 17.273 | 17.784 | 18.311 | 18.853 | 19.411 | 19.985 | 20.577 | 21.186 | 21.813 | 22.453 | 23.014 |
| <b>Customer Service Representative</b>              | annual | 32,862 | 33,628 | 34,624 | 35,649 | 36,704 | 37,790 | 38,909 | 40,060 | 41,246 | 42,456 | 43,517 |
|   | month  | 2,722  | 2,802  | 2,885  | 2,971  | 3,059  | 3,149  | 3,242  | 3,338  | 3,437  | 3,538  | 3,626  |
|   | hourly | 15.703 | 16.167 | 16.646 | 17.139 | 17.646 | 18.168 | 18.706 | 19.260 | 19.830 | 20.412 | 20.922 |
| <b>Senior Administrative Assistant</b>              | annual | 40,231 | 41,422 | 42,648 | 43,910 | 45,210 | 46,548 | 47,926 | 49,345 | 50,805 | 52,296 | 53,603 |
|   | month  | 3,353  | 3,452  | 3,554  | 3,659  | 3,768  | 3,879  | 3,994  | 4,112  | 4,234  | 4,358  | 4,467  |
|   | hourly | 19.342 | 19.914 | 20.504 | 21.110 | 21.736 | 22.379 | 23.041 | 23.723 | 24.425 | 25.142 | 25.771 |
| <b>Part Time<sup>1</sup>General Office (hourly)</b> | hourly | 13.713 | 14.119 | 14.537 | 14.968 | 15.411 | 15.867 | 16.338 | 16.820 | 17.318 | 18.361 | 18.820 |

JOSHUA BASIN WATER DISTRICT  
Minutes of the  
SPECIAL MEETING OF THE BOARD OF DIRECTORS

December 16, 2013

JOSHUA TREE COMMUNITY CENTER, 6171 SUNBURST AVENUE, JOSHUA TREE, CA 92252

1. CALL TO ORDER: 5:03 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM:

|                 |         |
|-----------------|---------|
| Victoria Fuller | Present |
| Bob Johnson     | Present |
| Mickey Luckman  | Present |
| Mike Reynolds   | Present |
| Gary Wilson     | Present |

STAFF PRESENT: Marie Salsberry, HR Manager/Administrative Specialist  
Keith Faul, GIS Coordinator

CONSULTANTS PRESENT: Georg Krammer, Koff & Associates  
Kathleen Radnich, Public Outreach Consultant

GUESTS 2

4. APPROVAL OF AGENDA

MSC Johnson/Fuller 5/0 to approve the agenda for the December 16, 2013 Special meeting of the Board of Directors.

5. PUBLIC COMMENT

None.

6. CLOSED SESSION

President Luckman reported that Director Fuller was appointed to take minutes during the closed session; it was later clarified that Director Fuller was to take minutes during the open session meeting, and no minutes were taken during closed session. President Luckman stated that the Board would now go to closed session to consider the matter described in Item 6 of the meeting agenda, Public Employee Appointment – General Manager, and that there would be no action to report following the closed session. The Board went into closed session at 5:04 pm.

7. PUBLIC REPORT ON TONIGHT'S CLOSED SESSION

President Luckman reported that at approximately 5:04 pm the Board went into Closed Session as reflected in item 6 of the December 16th agenda. During the Closed Session, the Board interviewed candidates for the position of General Manager. The Closed Session ended at approximately 8:07 pm and the Regular Session resumed. The interview process will resume at tomorrow's Special Board Meeting.

President Luckman reported that an appointment has yet to be made and no reportable action was taken during the closed session.

8. ADJOURNMENT 8:10 PM

MSC Reynolds/Johnson 5/0 to adjourn the December 16, 2013 Special Meeting of the Board of Directors.

Respectfully submitted:

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Victoria Fuller, Vice President, Board of Directors

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Marie Salsberry, Human Resources Manager/Administrative Specialist

The next regular meeting of the Board of Directors is scheduled for December 18, 2013 at 7:00 pm.

SPECIAL BOARD OF DIRECTORS MEETING DECEMBER 16, 2013 Page 1 of 1



JOSHUA BASIN WATER DISTRICT  
Minutes of the  
SPECIAL MEETING OF THE BOARD OF DIRECTORS

December 17, 2013

JOSHUA TREE COMMUNITY CENTER, 6171 SUNBURST AVENUE, JOSHUA TREE, CA 92252

1. CALL TO ORDER: 5:00 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM:

|                 |                   |
|-----------------|-------------------|
| Victoria Fuller | Present           |
| Bob Johnson     | Present           |
| Mickey Luckman  | Present           |
| Mike Reynolds   | Present           |
| Gary Wilson     | Present (5:04 pm) |

STAFF PRESENT: Marie Salsberry, HR Manager/Administrative Specialist  
Keith Faul, GIS Coordinator

CONSULTANTS PRESENT: Georg Krammer, Koff & Associates  
Kathleen Radnich, Public Outreach Consultant

GUESTS 0

4. APPROVAL OF AGENDA

MSC Fuller/Johnson 5/0 to approve the agenda for the November 17, 2013 Special meeting of the Board of Directors.

5. PUBLIC COMMENT

None.

6. CLOSED SESSION

President Luckman reported that Director Fuller was appointed to take minutes during the remainder of the meeting; it was later clarified that Director Fuller was to take minutes during the open session meeting, and no minutes were taken during closed session. President Luckman stated that the Board would now go to closed session to consider the matter described in Item 6 of the meeting agenda, Public Employee Appointment – General Manager, and that there would be no action to report following the closed session. The Board went into closed session at 5:02 pm. Director Reynolds joined the meeting in Closed Session.

7. PUBLIC REPORT ON TONIGHT'S CLOSED SESSION

President Luckman reported that at approximately 5:02 pm the Board went into Closed Session as reflected in item 6 of the December 17th agenda. During the Closed Session, the Board interviewed candidates for the position of General Manager. The Closed Session ended at approximately 8:01 pm and the Regular Session resumed. An appointment has yet to be made and no reportable action was taken.

8. ADJOURNMENT 8:03 PM

MSC Johnson/Wilson 5/0 to adjourn the December 17, 2013 Special Meeting of the Board of Directors.

Respectfully submitted:

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Victoria Fuller, Vice President, Board of Directors

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Marie Salsberry, Human Resources Manager/Administrative Specialist

The next regular meeting of the Board of Directors is scheduled for December 18, 2013 at 7:00 pm.

JOSHUA BASIN WATER DISTRICT  
Minutes of the  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
December 18, 2013

1. CALL TO ORDER: 7:00 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM:

|                 |         |
|-----------------|---------|
| Victoria Fuller | Present |
| Bob Johnson     | Present |
| Mickey Luckman  | Present |
| Mike Reynolds   | Present |
| Gary Wilson     | Present |

STAFF PRESENT:

Susan Greer, Acting General Manager  
Marie Salsberry, HR Manager/Administrative Specialist  
James Corbin, Construction & Maintenance Supervisor  
Keith Faul, GIS Coordinator  
Anne Roman, Accountant

CONSULTANTS PRESENT:

Gil Granito, District Counsel, Redwine & Sherrill  
Eli Underwood, Redwine & Sherrill  
Kathleen Radnich, Public Outreach Consultant  
Paul Kaymark, Charles Z. Fedak & Co.

GUESTS 12

4. APPROVAL OF AGENDA

MSC Reynolds/Fuller 5/0 to approve the agenda for the December 18, 2013 Regular Meeting of the Board of Directors.

5. PUBLIC COMMENT

None.

6. CONSENT CALENDAR

MSC Reynolds/Johnson 5/0 to approve the draft minutes of the November 20, 2013 Regular Meeting of the Board of Directors, to approve the October 2013 Check Audit Report, and to approve the September 2013 Financial Report.

7. 12/13 AUDIT REPORT PRESENTATION FROM CHARLES Z. FEDAK & COMPANY, CPAs

Acting General Manager Susan Greer introduced Paul Kaymark of Charles Z. Fedak & Co, who prepared the fiscal year end 2013 financial report for the District. Mr. Kaymark then presented the results of the audit for the fiscal year. He explained the audit process and gave an overview of the financial highlights of the year. He noted that the District is in a healthy financial position.

District Counsel Gil Granito reported on Assembly Bill 1248 which mandates that the state controller will develop internal control guidelines by December 2014; public agencies will then have a year to implement the guidelines.

AGM Greer complimented her staff, Anne Roman, Patricia Freeman, Autumn Rich and Shirley Bolha for a job well done.



MSC Johnson/Reynolds 5/0 to accept and file the report.

8. DISCUSS CHARGING BASIC FEE FOR PULLED AND INACTIVE METERS

AGM Greer reported on the proposal to bill inactive and pulled meters, noting that there are approximately one thousand pulled and inactive meters, representing about twenty percent of the District's total meter count; they are currently not charged the basic fee. She explained that the billing is proposed to be phased in over two years with the pulled and inactive meters being charged 50% of the basic fee for the first year and 100% of the basic fee beginning with the second year.

At Director Wilson's request, a portion of video from the Board meeting of August 15, 2007 was shown, where former Director Gary Given addressed this subject. Director Reynolds stated he agreed with the video.

Director Fuller noted that property owners with meters pay reduced standby fees. President Luckman stated she is in favor of charging the basic fee for pulled meters.

Richard Fountain of Joshua Tree commented in favor of notifying customers of all possible future charges related to new service connections, if they request to return an inactive meter for a refund.

Ken Pitcher of Joshua Tree commented opposing charging the basic fee for pulled or inactive meters.

Director Johnson requested a chronological history of the District's actions related to this topic.

Following further discussion it was decided to call a special meeting of the Board on January 8<sup>th</sup> to further discuss this subject.

9. APPEAL OF RATE PAYER MEYER/WATER BILL

AGM Greer reported on the appeal of the ratepayer for assistance in paying a high water bill due to a leak that the ratepayer believes was caused as a result of the District repairing a mainline leak near his home.

Mr. Farnick was present and explained his position, stating he believed that air in the pipeline resulting from a mainline leak and repair caused the leak at his home.

Discussion ensued, and several questions from the Board regarding the District water system were answered by District Construction & Maintenance Supervisor James Corbin.

Richard Fountain of Joshua Tree stated his opinion that there are no air vacs in the area.

Director Johnson made a motion to have the parties meet with staff and then bring the item back to a Board meeting. Vice President Fuller re-stated the motion stating that Mr. Farnick should meet with Construction & Maintenance Supervisor Corbin. Director Johnson then seconded the motion.

Mr. Farnick requested that the Board make a decision.

Director Wilson made a motion to forgive \$300 of the water bill and put the rest on a payment plan.

Director Reynolds made a motion to forgive half of the water bill and put the rest on a payment plan. Director Wilson seconded Director Reynolds' motion.

Director Johnson withdrew his second to Vice President Fuller's prior motion.

Director Reynolds re-stated his motion; he moved that the District forgive half of the water consumption amount of the bill; Director Wilson seconded this motion.

MSC Reynolds/Wilson 3/2 to forgive half of the water consumption amount of the bill and put the remainder on a payment plan.

|          |     |
|----------|-----|
| Fuller   | No  |
| Johnson  | Aye |
| Luckman  | No  |
| Reynolds | Aye |
| Wilson   | Aye |

10. APPROVE WATER RATE STUDY

AGM Greer reported on the study prepared by Bartle Wells Associates, noting that the consultant had met with

the Board and the District's Citizens Advisory Committee for their input. She described the objectives of the study which were to develop water rates that: recover the costs of providing water service, are fair and equitable to all customers, are easy to understand and implement, comply with legal requirements, and increase conservation incentive and minimize impact of rate increases on customers with low water use.

Rate increases averaged 1.07% per year over the past 18 years for average residential users; however the consumer price index increased an average of 2.9% per year during the same timeframe. The rates proposed would gradually reduce the basic fee and increase the consumption charge over time to encourage conservation and comply with California Urban Water Conservation Council's Best Management Practices and the District's grant requirements. With the proposed rates, an average residential bill would increase from the current \$46.47 monthly to \$62.38 over a five year period. A public hearing to consider rate adjustments is scheduled for January 15, 2014.

Director Wilson stated that he prefers that the District control excessive spending and raise rates only 1% or 1.5%. Director Johnson stated the Board has spent a lot of time considering this and the District is in the position of having to make hard decisions about the way forward. Director Reynolds commented that he has had conversations with customers that resulted in the customers understanding the need for rate increases. Vice President Fuller stated that the customers she has spoken with say it sounds reasonable. President Luckman commented that one of the biggest problems nationwide is in governing boards' refusal to provide for preventive maintenance on systems and allow them to deteriorate; she is proud of this board for being proactive and finding funding to deal with problems.

Tom Floen of Joshua Tree commented on expense of maintenance projects discussed during past Board meetings, and suggested more communication with ratepayers so that when rate changes are proposed the ratepayers can be more accepting of it.

MSC Fuller/Johnson 4/1 to approve the water rate study.

|          |     |
|----------|-----|
| Fuller   | Aye |
| Johnson  | Aye |
| Luckman  | Aye |
| Reynolds | Aye |
| Wilson   | No  |

11. APPROVE NOTICE OF COMPLETION AND RELEASE OF RETENTION FOR VAN DYKE CORPORATION FOR THE HDMC TREATMENT PLANT PROJECT

AGM Greer reported that the Hi-Desert Medical Center Wastewater Treatment Plant Project was completed ahead of time and under budget, and staff is ready to file the Notice of Completion for the project.

MSC Reynolds/Johnson 5/0 to approve the notice of completion and release of retention in the amount of \$109,522.41.

12. AUTHORIZE PURCHASE OF TWO FILE SERVERS AT A COST OF \$22,033.41

AGM Greer reported that two file servers are needed to implement the upgrade of the Incode financial software, which was previously authorized by the Board and has just become available to the District.

MSC Fuller/Johnson 4/1 to authorize the purchase of file servers with funding from the Equipment & Technology Reserve Fund.

|          |     |
|----------|-----|
| Fuller   | Aye |
| Johnson  | Aye |
| Luckman  | Aye |
| Reynolds | Aye |
| Wilson   | No  |



13. ELECTION OF BOARD OFFICERS – PRESIDENT AND VICE PRESIDENT

President Luckman nominated Vice President Fuller to serve as President for 2014; Vice President Fuller was elected to serve as President with the following vote:

|          |     |
|----------|-----|
| Fuller   | Aye |
| Johnson  | Aye |
| Luckman  | Aye |
| Reynolds | Aye |
| Wilson   | No  |

Director Johnson nominated Director Reynolds to serve as Vice President for 2014; Director Reynolds was elected to serve as Vice President with the following vote:

|          |     |
|----------|-----|
| Fuller   | Aye |
| Johnson  | Aye |
| Luckman  | Aye |
| Reynolds | Aye |
| Wilson   | No  |

14 COMMITTEE REPORTS

AD HOC COMMITTEES:

- A. GENERAL MANAGER SEARCH: Director Reynolds and President Luckman: President Luckman reported that interviews were conducted on December 16<sup>th</sup> and December 17<sup>th</sup> and no decision has been made yet.
- B. ADMINISTRATION CODE UPDATE PROJECT: Vice President Fuller and President Luckman: The Administration Code will be reviewed after the Rules and Regulations have been updated.
- C. HOSPITAL WASTEWATER PROJECT: President Luckman and Vice President Fuller: AGM Greer reported that the District received feedback from Hi-Desert Medical Center regarding contract amendments.
- D. MOJAVE WATER AGENCY INTEGRATED REGIONAL WATER MANAGEMENT PLAN COMMITTEE: President Luckman and Vice President Fuller: President Luckman reported she attended the last meeting, and showed the report that was provided for that meeting.
- E. RULES AND REGULATIONS COMMITTEE: Vice President Fuller and Director Reynolds: Vice President Fuller reported that she and Director Reynolds are continuing to work with AGM Greer and hope to have something by the next meeting.
- F. TANK RESTORATION PROJECT: Director Wilson and Director Johnson: Director Johnson reported that he and Director Wilson met with staff; they had reviewed the contract and toured the tanks and decided to wait until spring to have work done. The committee will continue to work with staff and engineers.

STANDING COMMITTEES:

- A. PUBLIC INFORMATION COMMITTEE: President Luckman and Vice President Fuller: Public Outreach Consultant Kathleen Radnich reported the District is concluding its fiftieth year of providing service to the community, and presented a report on the history of the area and the District providing water to the community.

President Luckman stated that District employee Shirley Bolha has been with the District for most of the District's 50-year history, longer than any other employee. She presented a certificate in recognition of Shirley Bolha in recognition of her service to the District since 1968 and thanking her for serving as a role model for staff. President Luckman thanked Shirley and all District staff.

B. FINANCE: Vice President Fuller and Director Johnson: No report.

15. PUBLIC COMMENT

None.

16. GENERAL MANAGER REPORT

AGM Greer reported on field activities for the month of November, including the following: just over 100 acre-feet of water were pumped; over 400 samples were collected; six mainline leaks and one service line leak were repaired; Distribution staff completed the Backing Up driving safety course; there were nine SCADA call responses; one reservoir was surface-cleaned; 8 air vacs were replaced, and temporary meters and backflow devices were winterized. She reported that grant funding from the California Department of Water Resources has not been received yet.

17. DIRECTORS COMMENTS/REPORTS

Director Reynolds expressed thanks for the nomination of Vice President of the Board. He reported attending the Association of California Water Agencies (ACWA) conference, noting that conference attendance is an education and also presents opportunities to meet with other water agencies and discuss problems and challenges. He attended a seminar there on how to finance infrastructure upgrades.

Vice President Fuller commented that she appreciated the nomination of President of the Board, noting that President Luckman has done an amazing job this year. Vice President Fuller reported on attending the ACWA conference and stated that the cost of this education outweighs the cost of not being educated. She reported attending a seminar on climate change and how it will affect water agencies.

President Luckman reported she attended the Mojave Water Agency Technical Advisory Meeting where the Integrated Regional Water Management Plan was discussed. She reported on attending the ACWA conference where a presentation was given on Chromium-6; she will share some of this information at future Board meetings.

Director Johnson commented that it has been a busy month and thanked staff and the Board for their hard work; he wished everyone a merry Christmas and safe and happy New Year.

Director Wilson stated his opinion that the District ratepayers have the right to observe candidates for the general manager position being questioned about their qualifications, in public meetings.

18. DISTRICT GENERAL COUNSEL REPORT

District Counsel Gil Granito reported that as of January 1, 2014 the votes on every motion, such as ayes, nos, abstains, and absents must be recorded in the minutes. Also as of January 1, 2014, when a notice of completion is filed with the recorder's office; the notice must also then be filed with the labor commission within five days.

19. FUTURE AGENDA ITEMS

President Luckman reminded the Board that a Special Meeting of the Board will be held on January 8<sup>th</sup>.

20. CLOSED SESSION

President Luckman stated at 9:22 pm that the meeting would convene in closed session, where Item 20.2 would be discussed first; pursuant to Government Code Section 54957(a) to consult with the District's General Counsel on matters posing a threat to the security of the District's facilities and the essential public operations and services provided by the District. She also announced the other closed session item, 20.1, pursuant to Government Code Section 54957(b)(1), Public Employee Appointment to discuss the general manager position, and no decision would be made tonight.



21. PUBLIC REPORT ON TONIGHT'S CLOSED SESSION

District Counsel Granito reported that the Record should reflect that at approximately 9:22 pm the Board went into Closed Session pursuant to Government Code Section 54957 (a) to consult with the District's General Counsel (attorney) on matters posing a threat to the security of the District's facilities and the essential public operations and services provided by the District. This matter was reflected as item 20.2 of the agenda. The Closed Session ended at approximately 10:35pm. All of the District's Directors, as well as the following individuals attended the Closed Session: Attorneys Gil Granito and Eli Underwood of the law firm of Redwine & Sherrill and District Staff members Susan Greer, Marie Salsberry, Keith Faul and James Corbin. The Board did not go into discussions with regard to Item 20. 1. of the agenda because of the lateness of time.

22. ADJOURNMENT 10:38 PM

MSC Reynolds/Johnson 5/0 to adjourn the December 18, 2013 Regular Meeting of the Board of Directors.

Respectfully submitted:

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Susan Greer, Acting General Manager

| CHECK NO | CHECK DATE | STATUS | VENDOR INFO    |                                   | CHECK AMOUNT |
|----------|------------|--------|----------------|-----------------------------------|--------------|
| 053980   | 11/08/2013 | R      | 000502         | ASSOCIATION OF CALIFORNIA         |              |
|          |            |        | I-AG14         | AGENCY DUES 2014                  | 9,725.00     |
|          |            |        |                |                                   | -----        |
|          |            |        |                |                                   | 9,725.00     |
| 053981   | 11/08/2013 | R      | 001004         | BUSINESS CARD                     |              |
|          |            |        | I-BA1113       | PUMP PLANT/EE RECRUIT/TRAINING    | 4,449.23     |
|          |            |        |                |                                   | -----        |
|          |            |        |                |                                   | 4,449.23     |
| 053982   | 11/08/2013 | R      | 001461         | DEBORAH BOLLINGER                 |              |
|          |            |        | I-571          | WATER CONSERVATION - OCT 13       | 2,500.00     |
|          |            |        | I-571A         | NON-CONTRACT CONSERVATN OCT 13    | 225.00       |
|          |            |        |                |                                   | -----        |
|          |            |        |                |                                   | 2,725.00     |
| 053983   | 11/08/2013 | R      | 001555         | CENTRATEL                         |              |
|          |            |        | I-131103192101 | DISPATCH SERVICES - OCT 13        | 226.21       |
|          |            |        |                |                                   | -----        |
|          |            |        |                |                                   | 226.21       |
| 053984   | 11/08/2013 | R      | 000230         | CHARLES Z. FEDAK & COMPANY, CPA'S |              |
|          |            |        | I-CFC1013      | FINANCIAL AUDIT - 12/13           | 2,215.00     |
|          |            |        |                |                                   | -----        |
|          |            |        |                |                                   | 2,215.00     |
| 053985   | 11/08/2013 | R      | 000109         | PATRICIA FREEMAN                  |              |
|          |            |        | I-PF110413     | REIMB: NOTARY FEES & MILEAGE      | 259.78       |
|          |            |        |                |                                   | -----        |
|          |            |        |                |                                   | 259.78       |
| 053986   | 11/08/2013 | R      | 000058         | GARDA CL WEST, INC.               |              |
|          |            |        | I-194-262913   | COURIER FEES - NOV 13             | 494.42       |
|          |            |        |                |                                   | -----        |
|          |            |        |                |                                   | 494.42       |
| 053987   | 11/08/2013 | R      | 004018         | HACH COMPANY                      |              |
|          |            |        | I-8552156      | CHLORINE TEST SUPPLIES            | 1,505.75     |
|          |            |        |                |                                   | -----        |
|          |            |        |                |                                   | 1,505.75     |
| 053988   | 11/08/2013 | R      | 004720         | INLAND WATER WORKS                |              |
|          |            |        | I-257004       | SMALL TOOLS                       | 64.80        |
|          |            |        | I-257005       | SMALL TOOLS                       | 1,015.20     |
|          |            |        | I-257006       | SMALL TOOLS                       | 570.29       |
|          |            |        | I-257455       | INVENTORY/MAINLINE LEAK REPAIR    | 502.63       |
|          |            |        |                |                                   | -----        |
|          |            |        |                |                                   | 2,152.92     |
| 053989   | 11/08/2013 | R      | 005870         | KRIEGER & STEWART INC.            |              |

| CHECK NO | CHECK DATE | STATUS | VENDOR INFO  | CHECK AMOUNT                         |
|----------|------------|--------|--|--------------------------------------|
|          |            |        | I-36607                      ENGINEERING SERVICES: RECHARGE  | 23,694.40                            |
|          |            |        |  | -----                                |
|          |            |        |  | 23,694.40                            |
| 053990   | 11/08/2013 | R      | 000282      LABOR COMPLIANCE PROVIDERS, INC.<br>I-101-001-RP-3-0913    RECHARGE: LABOR COMPLIANCE  | 7,055.00                             |
|          |            |        |  | -----                                |
|          |            |        |  | 7,055.00                             |
| 053991   | 11/08/2013 | R      | 006200      HELEN A. MCALLISTER<br>I-5840B                      JANITORIAL SERVICES - OCT 13   | 580.00                               |
|          |            |        |  | -----                                |
|          |            |        |  | 580.00                               |
| 053992   | 11/08/2013 | R      | 006790      MOBILE MINI, LLC - CA<br>I-217009173                23' RECORD STORAGE RENTAL  | 227.18                               |
|          |            |        |  | -----                                |
|          |            |        |  | 227.18                               |
| 053993   | 11/08/2013 | R      | 000233      YUCCA VALLEY AUTO PARTS, INC.<br>C-044685                    SMALL TOOLS RETURN<br>I-044638                    SMALL TOOLS/AUTO EXPENSE<br>I-044831                    SMALL TOOLS/AUTO EXPENSE<br>I-044929                    VEHICLE REPAIRS | 49.67CR<br>110.82<br>96.49<br>111.20 |
|          |            |        |  | -----                                |
|          |            |        |  | 268.84                               |
| 053994   | 11/08/2013 | R      | 003930      NBS<br>I-1013000062                CMM ADMIN- ANNUAL REPORTING   | 1,295.00                             |
|          |            |        |  | -----                                |
|          |            |        |  | 1,295.00                             |
| 053995   | 11/08/2013 | R      | 000070      ONLINE INFORMATION SERVICES, INC.<br>I-536463                    ID VERIF. SERV. THRU 10/31/13   | 294.60                               |
|          |            |        |  | -----                                |
|          |            |        |  | 294.60                               |
| 053996   | 11/08/2013 | R      | 000236      PAYPRO ADMINISTRATORS<br>I-PP110813                    EE FSA DEDUCTIONS 11-8-13   | 470.81                               |
|          |            |        |  | -----                                |
|          |            |        |  | 470.81                               |
| 053997   | 11/08/2013 | R      | 008414      ROBERT L. STEPHENSON<br>I-1364                        VIDEO TAPING BD MEETINGS - OCT   | 200.00                               |
|          |            |        |  | -----                                |
|          |            |        |  | 200.00                               |
| 053998   | 11/08/2013 | R      | 008415      PRUDENTIAL OVERALL SPLY.<br>I-20771787                    SHOP EXPENSE   | 94.12                                |
|          |            |        |  | -----                                |
|          |            |        |  | 94.12                                |

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| 053999   | 11/08/2013 | R      | 009054      | KATHLEEN J. RADNICH<br>I-102713-42 PUBLIC RELATIONS SERVICES                | 590.40<br>-----<br>590.40     |
| 054000   | 11/08/2013 | R      | 009072      | LAW OFFICES REDWINE AND SHERRILL<br>I-RS1013 LAW OFFICES REDWINE AND SHERRI | 9,685.61<br>-----<br>9,685.61 |
| 054001   | 11/08/2013 | R      | 009920      | STANDARD INSURANCE CO<br>I-ST1113 EE LIFE INSURANCE - NOV 13                | 698.05<br>-----<br>698.05     |
| 054002   | 11/08/2013 | R      | 000290      | TFI RESOURCES, INC.<br>I-NK585100 TEMPORARY LABOR                           | 347.36<br>-----<br>347.36     |
| 054003   | 11/08/2013 | R      | 010645      | TROPHY EXPRESS<br>I-870538 CUSTOMER SUGGESTION SIGN                         | 27.44<br>-----<br>27.44       |
| 054004   | 11/08/2013 | R      | 010850      | UNDERGROUND SERVICE ALERT<br>I-1020130338 TICKET DELIVERY SERVICE - OCT     | 48.00<br>-----<br>48.00       |
| 054005   | 11/08/2013 | R      | 000247      | UNITED STATES PLASTIC CORP<br>I-3914465 PUMPING PLANT SUPPLIES              | 555.86<br>-----<br>555.86     |
| 054006   | 11/08/2013 | R      | 011101      | VAGABOND WELDING SUPPLY<br>I-90028 TANK LADDER REPAIR                       | 238.66<br>-----<br>238.66     |
| 054007   | 11/08/2013 | R      | 003605      | VERIZON CALIFORNIA<br>I-V1113 TELEPHONE - HDMC WASTE WATER                  | 50.13<br>-----<br>50.13       |
| 054008   | 11/08/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201311072312 KAHLA, WILLIAM A :US REFUND   | 311.28<br>-----<br>311.28     |



| CHECK NO | CHECK DATE | STATUS | VENDOR INFO |  | CHECK AMOUNT            |
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| 054009   | 11/15/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201311122313 HERCHBERGER, MARGARE:US REFUND | 32.37<br>-----<br>32.37 |
| 054010   | 11/15/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201311122314 ROBIN T WALTER, TRUS:US REFUND | 28.78<br>-----<br>28.78 |
| 054011   | 11/15/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201311122315 PIROLO, PHILIP A :US REFUND    | 2.31<br>-----<br>2.31   |
| 054012   | 11/15/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201311122316 ESTATE OF MICHAEL MC:US REFUND | 18.22<br>-----<br>18.22 |
| 054013   | 11/15/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201311122317 HAYNES, STEVEN S :US REFUND    | 23.56<br>-----<br>23.56 |
| 054014   | 11/15/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201311122318 SIM, INBO :US REFUND           | 73.00<br>-----<br>73.00 |
| 054015   | 11/15/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201311122319 CHIONG, MARIE F :US REFUND     | 40.93<br>-----<br>40.93 |
| 054016   | 11/15/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201311122320 MENDEZ, JENNIFER M :US REFUND  | 48.39<br>-----<br>48.39 |
| 054017   | 11/15/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201311122321 FIRST CHOICE REALTY :US REFUND | 43.08<br>-----<br>43.08 |
| 054018   | 11/15/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201311122322 LASLO, MORRIS J :US REFUND     | 45.49<br>-----<br>45.49 |

| CHECK NO | CHECK DATE | STATUS | VENDOR INFO |  | CHECK AMOUNT                                |
|----------|------------|--------|-------------|--|---|
| 054019   | 11/15/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201311122323 TURNER-HAUXWELL, MON:US REFUND                         | 49.98<br>-----<br>49.98                     |
| 054020   | 11/15/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201311122324 ARGANDA, MICHAEL A :US REFUND                          | 38.48<br>-----<br>38.48                     |
| 054021   | 11/15/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201311122325 REMONTE, JAIME :US REFUND                              | 184.62<br>-----<br>184.62                   |
| 054022   | 11/15/2013 | R      | 001630      | AT&T MOBILITY<br>I-829480028X11052013 COMMUNICATIONS - OCT 13  | 1,599.64<br>-----<br>1,599.64               |
| 054023   | 11/15/2013 | R      | 000109      | PATRICIA FREEMAN<br>I-PF111213 REIMB: FOOD: SAFETY LUNCH   | 84.92<br>-----<br>84.92                     |
| 054024   | 11/15/2013 | R      | 000322      | GARY L. BOWERS<br>I-701 WATER DELIVERY-RECHARGE PIPELN   | 150.00<br>-----<br>150.00                   |
| 054025   | 11/15/2013 | R      | 009980      | SWRCB FEES<br>I-WD-0091962 ANN'L DISCHRG PERMIT FEE HDMC<br>I-WD-0091982 ANNUAL DISCHARGE PERMIT FEE | 13,875.00<br>1,940.00<br>-----<br>15,815.00 |
| 054026   | 11/15/2013 | R      | 000290      | TFI RESOURCES, INC.<br>I-NK587043 TEMPORARY LABOR  | 249.67<br>-----<br>249.67                   |
| 054027   | 11/22/2013 | R      | 000501      | ACWA/JPIA<br>I-ACWA1213 EE HEALTH BENEFIT & EAP DEC 13   | 11,604.86<br>-----<br>11,604.86             |
| 054028   | 11/22/2013 | R      | 000575      | AFSCME LOCAL 1902<br>I-AFSCME1113 EE UNION DUES - NOV 13   | 546.00<br>-----<br>546.00                   |

| CHECK NO | CHECK DATE | STATUS | VENDOR INFO   |                                | CHECK AMOUNT |
|----------|------------|--------|---------------|--------------------------------|--------------|
| 054029   | 11/22/2013 | R      | 000985        | AVALON URGENT CARE, INC        |              |
|          |            |        | I-3093        | EE RECRUITING EXPENSE          | 110.00       |
|          |            |        |               |                                | -----        |
|          |            |        |               |                                | 110.00       |
| 054030   | 11/22/2013 | R      | 000229        | FRED D. COMPTON                |              |
|          |            |        | I-1384        | SHOP BUILDING ELECTRICAL WORK  | 160.00       |
|          |            |        |               |                                | -----        |
|          |            |        |               |                                | 160.00       |
| 054031   | 11/22/2013 | R      | 001528        | CARPI & CLAY, INC              |              |
|          |            |        | I-CC1013      | LOBBYIST - OCT 13              | 1,750.00     |
|          |            |        |               |                                | -----        |
|          |            |        |               |                                | 1,750.00     |
| 054032   | 11/22/2013 | R      | 001595        | CHEM-TECH INTERNATIONAL, INC.  |              |
|          |            |        | I-JBWD168     | WATER TREATMENT EXPENSE        | 1,215.32     |
|          |            |        |               |                                | -----        |
|          |            |        |               |                                | 1,215.32     |
| 054033   | 11/22/2013 | R      | 001850        | CLINICAL LAB OF S.B. INC       |              |
|          |            |        | I-931951      | SAMPLING - OCT 13              | 669.00       |
|          |            |        |               |                                | -----        |
|          |            |        |               |                                | 669.00       |
| 054034   | 11/22/2013 | R      | 001865        | COMPUTER GALLERY               |              |
|          |            |        | I-308095      | UPS REPLACEMENT: FILE SERVERS  | 2,175.78     |
|          |            |        | I-308103CW    | PLAT. MAINTENANCE - DEC 13     | 3,312.00     |
|          |            |        | I-308109CW    | BDR BACKUP SERVICE - DEC 13    | 1,010.00     |
|          |            |        |               |                                | -----        |
|          |            |        |               |                                | 6,497.78     |
| 054035   | 11/22/2013 | R      | 002565        | DUDEK AND ASSOCIATES, INC      |              |
|          |            |        | I-20134495    | CONST MGMT: HDMC WASTE WATER   | 8,984.09     |
|          |            |        | I-20134629    | CONST MGMT: RECHARGE           | 2,915.00     |
|          |            |        |               |                                | -----        |
|          |            |        |               |                                | 11,899.09    |
| 054036   | 11/22/2013 | R      | 003025        | FEDEX                          |              |
|          |            |        | I-2-458-84038 | SHIPPING: METER TEST           | 40.06        |
|          |            |        |               |                                | -----        |
|          |            |        |               |                                | 40.06        |
| 054037   | 11/22/2013 | R      | 004152        | HI-DESERT STAR                 |              |
|          |            |        | I-HDS103113   | GENERAL MANAGER RECRUITING     | 1,751.52     |
|          |            |        |               |                                | -----        |
|          |            |        |               |                                | 1,751.52     |
| 054038   | 11/22/2013 | R      | 004195        | HOME DEPOT CREDIT SERVICES     |              |
|          |            |        | I-HD1113      | BLD RPR/SML TOOLS/PMP PLNT/SHP | 2,511.37     |
|          |            |        |               |                                | -----        |
|          |            |        |               |                                | 2,511.37     |

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|----------|------------|--------|---|--|
| 054039   | 11/22/2013 | R      | 004720 INLAND WATER WORKS<br>I-257619 HYDRANT MAINTENANCE SUPPLIES  | 813.69<br>-----<br>813.69                              |
| 054040   | 11/22/2013 | R      | 000084 JOHNSON MACHINERY CO.<br>C-03R075628 CREDIT: PARTS FROM NAPA<br>I-SW030121780 GENERATOR MAINTENANCE & REPAIR                                 | 25.29CR<br>1,467.07<br>-----<br>1,441.78               |
| 054041   | 11/22/2013 | R      | 001700 VALLERI JORGE<br>I-VJ111413 REIMB EE TRAINING:MILEAGE/MEAL   | 59.02<br>-----<br>59.02                                |
| 054042   | 11/22/2013 | R      | 000323 KANEKO AND KRAMMER CORP<br>I-1903 GENERAL MANAGER RECRUITMENT  | 1,250.00<br>-----<br>1,250.00                          |
| 054043   | 11/22/2013 | R      | 000286 LEGACY OFFICE PRODUCTS<br>I-0002523-001 OFFICE SUPPLIES/ SHOP EXPENSE<br>I-0002523-002 SHOP EXPENSE  | 718.45<br>9.93<br>-----<br>728.38                      |
| 054044   | 11/22/2013 | R      | 006504 MC CALL'S METERS, INC.<br>I-24724 CERTIFIED FLOW TEST  | 45.61<br>-----<br>45.61                                |
| 054045   | 11/22/2013 | R      | 008102 OFFICEMAX CONTRACT INC.<br>C-110122 REBATE: OFFICE SUPPLIES<br>I-198734 OFFICE SUPPLIES<br>I-272722 SHOP EXPENSE<br>I-437844 OFFICE SUPPLIES | 156.77CR<br>51.90<br>76.52<br>122.46<br>-----<br>94.11 |
| 054046   | 11/22/2013 | R      | 000236 PAYPRO ADMINISTRATORS<br>I-36793 FSA ADMIN FEES - OCT 13<br>I-PP112213 EE FSA DEDUCTIONS 11-22-13  | 50.00<br>470.81<br>-----<br>520.81                     |
| 054047   | 11/22/2013 | R      | 008201 PURCHASE POWER<br>I-PB111213 POSTAGE REFILL FOR METER  | 500.00<br>-----<br>500.00                              |

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| 054048   | 11/22/2013 | R      | 008300      | POSTMASTER<br>I-SD112013   | POSTAGE FOR WATER BILLING<br>3,000.00<br>-----<br>3,000.00   |
| 054049   | 11/22/2013 | R      | 008405      | PRECISION ASSEMBLY<br>I-15786                                    | OCT WATER BILLING & PUBL INFO<br>1,828.42<br>-----<br>1,828.42   |
| 054050   | 11/22/2013 | R      | 008415      | PRUDENTIAL OVERALL SPLY.<br>I-20778583                           | SHOP EXPENSE<br>94.12<br>-----<br>94.12  |
| 054051   | 11/22/2013 | R      | 009054      | KATHLEEN J. RADNICH<br>I-110313-45<br>I-111013-46<br>I-111713-46 | PUBLIC RELATIONS SERVICES<br>622.80<br>PUBLIC RELATIONS SERVICES<br>550.80<br>PUBLIC RELATIONS SERVICES<br>648.00<br>-----<br>1,821.60 |
| 054052   | 11/22/2013 | R      | 001932      | COUNTY OF SAN BERNARDINO<br>I-105809                             | MAP REVISIONS - OCT 13<br>2.00<br>-----<br>2.00  |
| 054053   | 11/22/2013 | R      | 009880      | SOUTHERN CALIFORNIA EDISON CO<br>I-SCE1113                       | POWER TO BLDGS & GEN - NOV 13<br>1,697.96<br>-----<br>1,697.96   |
| 054054   | 11/22/2013 | R      | 003596      | SUPERMEDIA LLC<br>I-SM1113                                       | MORONGO BASIN ADVERT - NOV 13<br>22.75<br>-----<br>22.75   |
| 054055   | 11/22/2013 | R      | 000290      | TFI RESOURCES, INC.<br>I-NK590326<br>I-NK591768                  | TEMPORARY LABOR<br>434.20<br>TEMPORARY LABOR<br>390.78<br>-----<br>824.98  |
| 054056   | 11/22/2013 | R      | 000510      | TIME WARNER CABLE<br>I-TW1113                                    | CABLE & INTERNET - NOV 13<br>399.83<br>-----<br>399.83   |
| 054057   | 11/22/2013 | R      | 000247      | UNITED STATES PLASTIC CORP<br>I-3914466                          | PUMPING PLANT SUPPLIES<br>677.27<br>-----<br>677.27  |

| CHECK NO | CHECK DATE | STATUS | VENDOR INFO       |                                | CHECK AMOUNT |
|----------|------------|--------|-------------------|--------------------------------|--------------|
| 054058   | 11/22/2013 | R      | 010990            | UTILIQUEST L.L.C.              |              |
|          |            |        | I-201733-Q        | CONTRACT LOCATING EXPENSE      | 399.15       |
|          |            |        | I-201973-Q        | CONTRACT LOCATING EXPENSE      | 55.33        |
|          |            |        |                   |                                | -----        |
|          |            |        |                   |                                | 454.48       |
| 054059   | 11/22/2013 | R      | 011101            | VAGABOND WELDING SUPPLY        |              |
|          |            |        | I-90139           | TANK LADDER REPAIR             | 110.16       |
|          |            |        |                   |                                | -----        |
|          |            |        |                   |                                | 110.16       |
| 054060   | 11/22/2013 | R      | 003600            | VERIZON CALIFORNIA             |              |
|          |            |        | I-V1113           | TELEPHONE (OFFICE) - NOV 13    | 797.56       |
|          |            |        |                   |                                | -----        |
|          |            |        |                   |                                | 797.56       |
| 054061   | 11/22/2013 | R      | 003605            | VERIZON CALIFORNIA             |              |
|          |            |        | I-VC1013          | TELEPHONE- HDMC WASTE WATER    | 254.27       |
|          |            |        |                   |                                | -----        |
|          |            |        |                   |                                | 254.27       |
| 054062   | 11/29/2013 | R      | 1                 | CUSTOMER REFUNDS (MISC.)       |              |
|          |            |        | I-000201311252326 | LINK, ANITA :US REFUND         | 15.54        |
|          |            |        |                   |                                | -----        |
|          |            |        |                   |                                | 15.54        |
| 054063   | 11/29/2013 | R      | 1                 | CUSTOMER REFUNDS (MISC.)       |              |
|          |            |        | I-000201311252327 | PREFERRED GROUP PROP:US REFUND | 61.89        |
|          |            |        |                   |                                | -----        |
|          |            |        |                   |                                | 61.89        |
| 054064   | 11/29/2013 | R      | 1                 | CUSTOMER REFUNDS (MISC.)       |              |
|          |            |        | I-000201311252328 | FAT CAT PROPERTY INV:US REFUND | 58.16        |
|          |            |        |                   |                                | -----        |
|          |            |        |                   |                                | 58.16        |
| 054065   | 11/29/2013 | R      | 1                 | CUSTOMER REFUNDS (MISC.)       |              |
|          |            |        | I-000201311252329 | MASTERTON, NICOLE A :US REFUND | 36.86        |
|          |            |        |                   |                                | -----        |
|          |            |        |                   |                                | 36.86        |
| 054066   | 11/29/2013 | R      | 1                 | CUSTOMER REFUNDS (MISC.)       |              |
|          |            |        | I-000201311252330 | LAGUNA, VERONICA A :US REFUND  | 49.36        |
|          |            |        |                   |                                | -----        |
|          |            |        |                   |                                | 49.36        |
| 054067   | 11/29/2013 | R      | 1                 | CUSTOMER REFUNDS (MISC.)       |              |
|          |            |        | I-000201311252331 | CARDENAS, GLADYS Y :US REFUND  | 99.21        |
|          |            |        |                   |                                | -----        |
|          |            |        |                   |                                | 99.21        |



CASH ACCOUNT: 01 -11200

| CHECK NO | CHECK DATE | STATUS | VENDOR INFO              |   | CHECK AMOUNT                    |
|----------|------------|--------|--------------------------|---|---------------------------------|
| 054068   | 11/22/2013 | R      | 011114<br>I-13           | VAN DYKE CORP<br>HDMC WASTEWATER CONSTRUCTION | 18,005.83<br>-----<br>18,005.83 |
| *900392  | 11/08/2013 | D      | 001517<br>I-PPE 11-1-13  | CalPERS<br>PAY PERIOD ENDING 11/01/13         | 8,306.71<br>-----<br>8,306.71   |
| 900393   | 11/08/2013 | D      | 000248<br>I-208262       | PAYCHEX<br>PAYROLL PROCESSING FEE             | 277.93<br>-----<br>277.93       |
| 900394   | 11/15/2013 | D      | 000248<br>I-10904572     | PAYCHEX<br>TIME & LABOR ONLINE USAGE FEE      | 51.30<br>-----<br>51.30         |
| 900395   | 11/22/2013 | D      | 000248<br>I-209301       | PAYCHEX<br>PAYROLL PROCESSING FEE             | 294.13<br>-----<br>294.13       |
| 900396   | 11/30/2013 | D      | 000025<br>I-900396       | ICMA RC<br>457 REMITTANCE - NOV 13            | 1,781.10<br>-----<br>1,781.10   |
| 900397   | 11/27/2013 | D      | 001517<br>I-PPE 11-15-13 | CalPERS<br>PAY PERIOD ENDING 11/15/13         | 8,706.30<br>-----<br>8,706.30   |
| TOTALS:  | 95         |        |                          |   | 182,952.61                      |
|          |            |        |                          | LESS - PRIOR MONTH VOIDS:                     |                                 |
|          |            |        |                          | LESS - CURRENT MONTH VOIDS:                   |                                 |
|          |            |        |                          |   | 0.00                            |
|          |            |        |                          |   | 0.00                            |
|          |            |        |                          |   | -----                           |
|          |            |        |                          |   | 182,952.61                      |
|          |            |        |                          |   | =====                           |

**JOSHUA BASIN WATER DISTRICT****NOVEMBER 2013****DIRECTOR PAY****PAY PERIODS: 10/19/2013 - 11/15/2013**

| <b>Director</b>    | <b>Date</b> | <b>Type</b>             | <b>Amount</b>        | <b>Notes</b>                      |
|--------------------|-------------|-------------------------|----------------------|-----------------------------------|
| VICTORIA J FULLER  | 10/28/2013  | UNPAID DIRECTOR         | 0.00                 | JBWD FINANCE COMMITTEE MEETING    |
| VICTORIA J FULLER  | 10/30/2013  | UNPAID DIRECTOR         | 0.00                 | AGENDA COMMITTEE MEETING          |
| VICTORIA J FULLER  | 11/06/2013  | Director Pay            | 173.63               | JBWD BOARD MEETING                |
| VICTORIA J FULLER  | 11/13/2013  | UNPAID DIRECTOR         | 0.00                 | AGENDA COMMITTEE MEETING          |
|                    |             |                         | <u>173.63</u>        |                                   |
| ROBERT JOHNSON     | 10/28/2013  | UNPAID DIRECTOR         | 0.00                 | JBWD FINANCE COMMITTEE MEETING    |
| ROBERT JOHNSON     | 11/06/2013  | Director Pay            | 173.63               | JBWD BOARD MEETING                |
|                    |             |                         | <u>173.63</u>        |                                   |
| MICKEY C LUCKMAN   | 10/19/2013  | UNPAID DIRECTOR         | 0.00                 | 10/10/13 MWA BOARD MEETING        |
| MICKEY C LUCKMAN   | 10/19/2013  | Mileage/Vehicle Expense | 73.45                | 10/10/13 MILES: MWA BOARD MEETING |
| MICKEY C LUCKMAN   | 10/30/2013  | UNPAID DIRECTOR         | 0.00                 | AGENDA COMMITTEE MEETING          |
| MICKEY C LUCKMAN   | 11/06/2013  | Director Pay            | 173.63               | JBWD BOARD MEETING                |
| MICKEY C LUCKMAN   | 11/13/2013  | UNPAID DIRECTOR         | 0.00                 | AGENDA COMMITTEE MEETING          |
|                    |             |                         | <u>247.08</u>        |                                   |
| MICHAEL P REYNOLDS | 11/06/2013  | Director Pay            | 173.63               | JBWD BOARD MEETING                |
|                    |             |                         | <u>173.63</u>        |                                   |
| GARY L WILSON      | 11/06/2013  | Director Pay            | 173.63               | JBWD BOARD MEETING                |
|                    |             |                         | <u>173.63</u>        |                                   |
|                    |             | <b>TOTAL</b>            | <u><u>941.60</u></u> |                                   |

| CHECK NO | CHECK DATE | STATUS      | VENDOR INFO  | CHECK AMOUNT   |
|----------|------------|-------------|--|--|
| 054069   | 12/03/2013 | R           | 005080 J & J BROTHERS CONST CO., INC.<br>I-16846 RECHARGE PIPELINE: RETENTION  | 183,554.61<br>-----<br>183,554.61                          |
| 054070   | 12/06/2013 | R           | 005621 KENNY STRICKLAND, INC<br>I-11121805 FUEL FOR VEHICLES<br>I-11121806 FUEL FOR VEHICLES   | 3,808.39<br>1,660.84<br>-----<br>5,469.23                  |
| 054071   | 12/06/2013 | R           | 009878 SOUTHERN CALIFORNIA EDISON<br>I-SCE1113 POWER FOR PUMPING - NOV 13  | 24,337.32<br>-----<br>24,337.32                            |
| 054072   | 12/06/2013 | R           | 000023 ULTIMATE MOTORS, INC.<br>I-11172 VEHICLE MAINTENANCE<br>I-11192 VEHICLE MAINTENANCE & REPAIRS<br>I-11316 VEHICLE MAINTENANCE<br>I-11414 VEHICLE MAINTENANCE | 155.94<br>8,600.16<br>45.00<br>107.38<br>-----<br>8,908.48 |
| 054073   | 12/06/2013 | <b>VOID</b> | C-CHECK VOID CHECK   | 0.00<br>-----<br>0.00                                      |
| 054074   | 12/06/2013 | R           | 001460 SHIRLEY BOLHA<br>I-SB120213 REIMBURSE MILEAGE   | 58.03<br>-----<br>58.03                                    |
| 054075   | 12/06/2013 | R           | 002190 CDPH-OCP<br>I-1360453 WATER SYSTEM FEES 7/12 - 6/13   | 4,624.89<br>-----<br>4,624.89                              |
| 054076   | 12/06/2013 | R           | 004720 INLAND WATER WORKS<br>I-258077 PRIVATE WELL METERING SUPPLIES   | 626.57<br>-----<br>626.57                                  |
| 054077   | 12/06/2013 | R           | 000286 LEGACY OFFICE PRODUCTS<br>I-0002535-001 OFFICE SUPPLIES   | 6.48<br>-----<br>6.48                                      |
| 054078   | 12/06/2013 | R           | 000233 YUCCA VALLEY AUTO PARTS, INC.   |  |

| CHECK NO | CHECK DATE | STATUS      | VENDOR INFO       |                                | CHECK AMOUNT |
|----------|------------|-------------|-------------------|--------------------------------|--------------|
|          |            |             | C-046537          | BATTERY CORE RETURN            | 16.20CR      |
|          |            |             | I-046399          | VACUUM BATTERY & AUTO EXPENSE  | 245.97       |
|          |            |             | I-046963          | SMALL TOOLS & AUTO EXPENSE     | 91.25        |
|          |            |             |                   |                                | -----        |
|          |            |             |                   |                                | 321.02       |
| 054079   | 12/06/2013 | R           | 009920            | STANDARD INSURANCE CO          |              |
|          |            |             | I-ST1213          | EE LIFE INSURANCE - DEC 13     | 698.05       |
|          |            |             |                   |                                | -----        |
|          |            |             |                   |                                | 698.05       |
| 054080   | 12/06/2013 | R           | 000290            | TFI RESOURCES, INC.            |              |
|          |            |             | I-NK593847        | TEMPORARY LABOR                | 358.22       |
|          |            |             |                   |                                | -----        |
|          |            |             |                   |                                | 358.22       |
| 054081   | 12/06/2013 | R           | 011101            | VAGABOND WELDING SUPPLY        |              |
|          |            |             | I-90226           | EMERGENCY SUPPLIES             | 430.77       |
|          |            |             |                   |                                | -----        |
|          |            |             |                   |                                | 430.77       |
| 054082   | 12/06/2013 | R           | 1                 | CUSTOMER REFUNDS (MISC.)       |              |
|          |            |             | I-000201312032332 | MORNING, JENNIFER D :US REFUND | 59.92        |
|          |            |             |                   |                                | -----        |
|          |            |             |                   |                                | 59.92        |
| 054083   | 12/06/2013 | R           | 1                 | CUSTOMER REFUNDS (MISC.)       |              |
|          |            |             | I-000201312032333 | ZWICKER, THEODORE B :US REFUND | 49.74        |
|          |            |             |                   |                                | -----        |
|          |            |             |                   |                                | 49.74        |
| 054084   | 12/06/2013 | <b>VOID</b> | 1                 | CUSTOMER REFUNDS (MISC.)       |              |
|          |            |             | I-000201312032334 | KERSEY, JOHN D :US REFUND      | 88.88        |
|          |            |             |                   |                                | -----        |
|          |            |             |                   |                                | 88.88        |
| 054085   | 12/06/2013 | R           | 1                 | CUSTOMER REFUNDS (MISC.)       |              |
|          |            |             | I-000201312032335 | SANDOVAL, LINDA :US REFUND     | 61.49        |
|          |            |             |                   |                                | -----        |
|          |            |             |                   |                                | 61.49        |
| 054086   | 12/06/2013 | R           | 1                 | CUSTOMER REFUNDS (MISC.)       |              |
|          |            |             | I-000201312032336 | GRAHAM, LONNY :US REFUND       | 28.46        |
|          |            |             |                   |                                | -----        |
|          |            |             |                   |                                | 28.46        |
| 054087   | 12/06/2013 | R           | 1                 | CUSTOMER REFUNDS (MISC.)       |              |
|          |            |             | I-000201312032337 | MAYES, GARLAND :US REFUND      | 136.14       |
|          |            |             |                   |                                | -----        |
|          |            |             |                   |                                | 136.14       |

| CHECK NO | CHECK DATE | STATUS | VENDOR INFO          |                                | CHECK AMOUNT |
|----------|------------|--------|----------------------|--------------------------------|--------------|
| 054088   | 12/06/2013 | R      | 000236               | PAYPRO ADMINISTRATORS          |              |
|          |            |        | I-PP120613           | EE FSA DEDUCTIONS 12-06-13     | 470.81       |
|          |            |        |                      |                                | -----        |
|          |            |        |                      |                                | 470.81       |
| 054089   | 12/13/2013 | R      | 000650               | AKLUFU AND WYSOCKI             |              |
|          |            |        | I-AK1113             | LEGAL SERVICES - NOV 13        | 43.75        |
|          |            |        |                      |                                | -----        |
|          |            |        |                      |                                | 43.75        |
| 054090   | 12/13/2013 | R      | 001630               | AT&T MOBILITY                  |              |
|          |            |        | I-829480028X12052013 | COMMUNICATIONS - NOV 13        | 1,614.27     |
|          |            |        |                      |                                | -----        |
|          |            |        |                      |                                | 1,614.27     |
| 054091   | 12/13/2013 | R      | 001004               | BUSINESS CARD                  |              |
|          |            |        | I-BA1213             | PUMP PLANT/EE RECRUIT/TRAINING | 1,735.07     |
|          |            |        |                      |                                | -----        |
|          |            |        |                      |                                | 1,735.07     |
| 054092   | 12/13/2013 | R      | 001012               | BARTLE WELLS ASSOCIATES        |              |
|          |            |        | I-BWA447B-1004       | RATE & FEE STUDY - 2013        | 4,156.20     |
|          |            |        |                      |                                | -----        |
|          |            |        |                      |                                | 4,156.20     |
| 054093   | 12/13/2013 | R      | 001461               | DEBORAH BOLLINGER              |              |
|          |            |        | I-574                | WATER CONSERVATION - NOV 13    | 2,500.00     |
|          |            |        | I-574A               | NON-CONTRACT CONSERVATN NOV 13 | 75.00        |
|          |            |        |                      |                                | -----        |
|          |            |        |                      |                                | 2,575.00     |
| 054094   | 12/13/2013 | R      | 000261               | BONTERRA CONSULTING            |              |
|          |            |        | I-21006              | RECHARGE PIPE CONSULT SERVICES | 340.00       |
|          |            |        |                      |                                | -----        |
|          |            |        |                      |                                | 340.00       |
| 054095   | 12/13/2013 | R      | 001555               | CENTRATTEL                     |              |
|          |            |        | I-131203192101       | DISPATCH SERVICES - NOV 13     | 329.65       |
|          |            |        |                      |                                | -----        |
|          |            |        |                      |                                | 329.65       |
| 054096   | 12/13/2013 | R      | 001888               | RICHARD H COOK                 |              |
|          |            |        | I-RC120313           | EMERGENCY MANAGEMENT PROGRAM   | 2,855.34     |
|          |            |        |                      |                                | -----        |
|          |            |        |                      |                                | 2,855.34     |
| 054097   | 12/13/2013 | R      | 000156               | MICHAEL JEAN KLUTTS            |              |
|          |            |        | I-20131204-522       | HDMC WASTEWATER: SCADA         | 1,362.60     |
|          |            |        |                      |                                | -----        |
|          |            |        |                      |                                | 1,362.60     |

| CHECK NO | CHECK DATE | STATUS | VENDOR INFO |                                | CHECK AMOUNT |
|----------|------------|--------|-------------|--------------------------------|--------------|
| 054098   | 12/13/2013 | R      | 003505      | LORI PARKER                    |              |
|          |            |        | I-9112      | VEHICLE REPAIRS                | 215.75       |
|          |            |        | I-9119      | VEHICLE REPAIRS                | 1,335.64     |
|          |            |        | I-9127      | VEHICLE REPAIRS                | 19.00        |
|          |            |        |             |                                | -----        |
|          |            |        |             |                                | 1,570.39     |
| 054099   | 12/13/2013 | R      | 004152      | HI-DESERT STAR                 |              |
|          |            |        | I-HD113013  | GENERAL MANAGER RECRUITING     | 284.38       |
|          |            |        |             |                                | -----        |
|          |            |        |             |                                | 284.38       |
| 054100   | 12/13/2013 | R      | 004201      | SCOTT HUDSON                   |              |
|          |            |        | I-SH120513  | REIMB: MILES: SEPT - NOV 2013  | 271.20       |
|          |            |        |             |                                | -----        |
|          |            |        |             |                                | 271.20       |
| 054101   | 12/13/2013 | R      | 004720      | INLAND WATER WORKS             |              |
|          |            |        | I-258415    | MAINLINE/LEAK REPAIR SUPPLIES  | 235.09       |
|          |            |        | I-258416    | PRIVATE WELL METERING SUPPLIES | 38.88        |
|          |            |        | I-258417    | LARGE METER SUPPLYS/SMALL TOOL | 370.87       |
|          |            |        | I-258418    | INVENTORY/MAINLINE LEAK REPAIR | 7,576.80     |
|          |            |        | I-258450    | MAINLINE SUPPLIES              | 354.82       |
|          |            |        |             |                                | -----        |
|          |            |        |             |                                | 8,576.46     |
| 054102   | 12/13/2013 | R      | 000324      | PEGGY JIMENEZ                  |              |
|          |            |        | I-PJ121213  | MILEAGE REIMBURSEMENT          | 48.02        |
|          |            |        |             |                                | -----        |
|          |            |        |             |                                | 48.02        |
| 054103   | 12/13/2013 | R      | 000322      | GARY L. BOWERS                 |              |
|          |            |        | I-724       | WATER DELIVERY-RECHARGE PIPELN | 150.00       |
|          |            |        |             |                                | -----        |
|          |            |        |             |                                | 150.00       |
| 054104   | 12/13/2013 | R      | 000323      | KANEKO AND KRAMMER CORP        |              |
|          |            |        | I-1935      | GENERAL MANAGER RECRUITMENT    | 5,500.00     |
|          |            |        |             |                                | -----        |
|          |            |        |             |                                | 5,500.00     |
| 054105   | 12/13/2013 | R      | 000069      | LIONEL GOODROW                 |              |
|          |            |        | I-2117      | A/C MAINTENANCE                | 75.00        |
|          |            |        |             |                                | -----        |
|          |            |        |             |                                | 75.00        |
| 054106   | 12/13/2013 | R      | 006029      | LIEBERT CASSIDY WHITMORE       |              |
|          |            |        | I-172717    | LEGAL SERVICES - OCT 13        | 6,260.60     |
|          |            |        |             |                                | -----        |
|          |            |        |             |                                | 6,260.60     |



| CHECK NO | CHECK DATE | STATUS | VENDOR INFO |   | CHECK AMOUNT                        |
|----------|------------|--------|-------------|---|-------------------------------------|
| 054107   | 12/13/2013 | R      | 006504      | MC CALL'S METERS, INC.<br>I-24804 FLOW METER TEST   | 1,240.27<br>-----<br>1,240.27       |
| 054108   | 12/13/2013 | R      | 006200      | HELEN A. MCALLISTER<br>I-5849B JANITORIAL SERVICES - NOV 13   | 580.00<br>-----<br>580.00           |
| 054109   | 12/13/2013 | R      | 006800      | MOJAVE WATER AGENCY<br>I-201312030126 2014 AWAC CALENDARS   | 89.00<br>-----<br>89.00             |
| 054110   | 12/13/2013 | R      | 000070      | ONLINE INFORMATION SERVICES, INC.<br>I-543208 ID VERIF. SERV. THRU 11/30/13                           | 216.30<br>-----<br>216.30           |
| 054111   | 12/13/2013 | R      | 008300      | POSTMASTER<br>I-SD121313 POSTAGE FOR WATER BILLING  | 3,000.00<br>-----<br>3,000.00       |
| 054112   | 12/13/2013 | R      | 008405      | PRECISION ASSEMBLY<br>I-15838 NOV WATER BILLING & PUBL INFO   | 1,827.54<br>-----<br>1,827.54       |
| 054113   | 12/13/2013 | R      | 008414      | ROBERT L. STEPHENSON<br>I-1371A VIDEO TAPING BD MEETINGS - NOV  | 200.00<br>-----<br>200.00           |
| 054114   | 12/13/2013 | R      | 008415      | PRUDENTIAL OVERALL SPLY.<br>I-20784957 SHOP EXPENSE   | 138.66<br>-----<br>138.66           |
| 054115   | 12/13/2013 | R      | 009054      | KATHLEEN J. RADNICH<br>I-131124-48 PUBLIC RELATIONS SERVICES<br>I-131201-49 PUBLIC RELATIONS SERVICES | 316.80<br>349.20<br>-----<br>666.00 |
| 054116   | 12/13/2013 | R      | 009065      | RDO EQUIPMENT COMPANY<br>I-W24557 JD 710G REPAIRS   | 1,000.75<br>-----<br>1,000.75       |

| CHECK NO | CHECK DATE | STATUS | VENDOR INFO |   | CHECK AMOUNT                      |
|----------|------------|--------|-------------|---|-----------------------------------|
| 054117   | 12/13/2013 | R      | 009072      | LAW OFFICES REDWINE AND SHERRILL<br>I-RS1113                      LEGAL SERVICES - NOV 13   | 8,775.00<br>-----<br>8,775.00     |
| 054118   | 12/13/2013 | R      | 009678      | WANDA STADUM<br>I-4289                              SIGN FOR OUTSIDE PAYMENTS   | 148.77<br>-----<br>148.77         |
| 054119   | 12/13/2013 | R      | 000290      | TFI RESOURCES, INC.<br>I-NK595647                      TEMPORARY LABOR  | 260.52<br>-----<br>260.52         |
| 054120   | 12/13/2013 | R      | 010990      | UTILIQUEST L.L.C.<br>I-202224-Q                      CONTRACT LOCATING EXPENSE<br>I-202464-Q                      CONTRACT LOCATING EXPENSE | 70.22<br>35.11<br>-----<br>105.33 |
| 054121   | 12/13/2013 | R      | 011109      | VALLEY INDEPENDENT PRINTING<br>I-32358                              OFFICE SUPPLIES:BUSINESS CARDS  | 36.18<br>-----<br>36.18           |
| 054122   | 12/13/2013 | R      | 003605      | VERIZON CALIFORNIA<br>I-V1213                              TELEPHONE- HDMC WASTE WATER  | 50.16<br>-----<br>50.16           |
| 054123   | 12/20/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201312162338              ROGERS, GREGORY              :US REFUND  | 61.82<br>-----<br>61.82           |
| 054124   | 12/20/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201312162339              SIMPSON, BLAKE J              :US REFUND   | 0.13<br>-----<br>0.13             |
| 054125   | 12/20/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201312162340              ANDRADE, STEPHANIE R:US REFUND   | 82.46<br>-----<br>82.46           |
| 054126   | 12/20/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201312162341              HANSON, RHONDA J              :US REFUND   | 53.33<br>-----<br>53.33           |

| CHECK NO | CHECK DATE | STATUS   | VENDOR INFO   | CHECK AMOUNT                                |
|----------|------------|----------|---|---|
| 054127   | 12/20/2013 | R 1      | CUSTOMER REFUNDS (MISC.)<br>I-000201312162342 SERRANILLA, DANILA L:US REFUND  | 8.00<br>-----<br>8.00                       |
| 054128   | 12/20/2013 | R 1      | CUSTOMER REFUNDS (MISC.)<br>I-000201312162343 SANTORO, STEFFAN A :US REFUND   | 83.02<br>-----<br>83.02                     |
| 054129   | 12/20/2013 | R 1      | CUSTOMER REFUNDS (MISC.)<br>I-000201312162344 CUSHMAN, MICHAEL :US REFUND   | 164.75<br>-----<br>164.75                   |
| 054130   | 12/20/2013 | R 1      | CUSTOMER REFUNDS (MISC.)<br>I-000201312162345 PERKINS, TYLER A :US REFUND   | 157.92<br>-----<br>157.92                   |
| 054131   | 12/20/2013 | R 1      | CUSTOMER REFUNDS (MISC.)<br>I-000201312162346 KROB, JIMMY :US REFUND  | 36.82<br>-----<br>36.82                     |
| 054132   | 12/20/2013 | R 1      | CUSTOMER REFUNDS (MISC.)<br>I-000201312162347 JOHNS, ROBERT JR :US REFUND   | 80.39<br>-----<br>80.39                     |
| 054133   | 12/20/2013 | R 1      | CUSTOMER REFUNDS (MISC.)<br>I-000201312162348 NICORICI, ROBERT C :US REFUND   | 2.55<br>-----<br>2.55                       |
| 054134   | 12/20/2013 | R 1      | CUSTOMER REFUNDS (MISC.)<br>I-000201312162349 EVERED, WENDY :US REFUND  | 78.56<br>-----<br>78.56                     |
| 054135   | 12/20/2013 | R 000501 | ACWA/JPIA<br>I-ACWA0114 EE HEALTH BENEFIT & EAP JAN 14  | 12,182.05<br>-----<br>12,182.05             |
| 054136   | 12/20/2013 | R 004110 | BURRTEC WASTE & RECYCLING SVCS<br>I-BW1213 RECYCLING - DEC 13<br>I-BW1213B TRASH REMOVAL - DEC 13<br>I-BW1213C TRASH REMOVAL - DEC 13 | 57.48<br>255.48<br>81.99<br>-----<br>394.95 |

| CHECK NO | CHECK DATE | STATUS      | VENDOR INFO  | CHECK AMOUNT   |
|----------|------------|-------------|--|--|
| 054137   | 12/20/2013 | R           | 001519 CALIFORNIA RURAL WATER ASSOC<br>I-CRWA2014 MEMBERSHIP DUES 01/14 - 01/15  | 1,060.00<br>-----<br>1,060.00  |
| 054138   | 12/20/2013 | R           | 000230 CHARLES Z. FEDAK & COMPANY, CPA'S<br>I-CFC1113 FINANCIAL AUDIT - 12/13  | 1,000.00<br>-----<br>1,000.00  |
| 054139   | 12/20/2013 | R           | 001850 CLINICAL LAB OF S.B. INC<br>I-932447 SAMPLING - NOV 13  | 553.00<br>-----<br>553.00  |
| 054140   | 12/20/2013 | R           | 001865 COMPUTER GALLERY<br>I-308115CW PRINTER MAINTENANCE - NOV 13<br>I-308118CW PRINTER MAINT SHOP - NOV 13<br>I-308156CW PRINTER MAINT SHOP - DEC 13<br>I-308157CW PRINTER MAINTENANCE - DEC 13<br>I-308166CW BDR BACKUP SERVICE - JAN 14<br>I-308176CW PLAT. MAINTENANCE - JAN 14 | 24.00<br>30.00<br>58.59<br>176.48<br>1,010.00<br>3,312.00<br>-----<br>4,611.07 |
| 054141   | 12/20/2013 | R           | 001888 RICHARD H COOK<br>I-RC120313A EMERGENCY MANAGEMENT PROGRAM  | 1,950.00<br>-----<br>1,950.00  |
| 054142   | 12/20/2013 | R           | 002200 DEPT OF THE INTERIOR-BLM<br>I-2014006020 RIGHT OF WAY RENTAL - 2014<br>I-2014006044 RIGHT OF WAY RENTAL - 2014  | 500.00<br>9,056.48<br>-----<br>9,556.48  |
| 054143   | 12/20/2013 | R           | 002565 DUDEK AND ASSOCIATES, INC<br>I-20134634 ENG SERV: MULTIPLE PROJECTS<br>I-20134930 CONST MGMT: HDMC WASTE WATER<br>I-20134931 CONST MGMT: RECHARGE<br>I-20135017 ENG SERV: MULTIPLE PROJECTS   | 7,716.77<br>7,209.19<br>9,343.43<br>7,662.50<br>-----<br>31,931.89             |
| 054144   | 12/20/2013 | <b>VOID</b> | C-CHECK VOID CHECK   | 0.00<br>-----<br>0.00  |
| 054145   | 12/20/2013 | R           | 000058 GARDA CL WEST, INC.   |  |

| CHECK NO | CHECK DATE | STATUS | VENDOR INFO  |                                | CHECK AMOUNT |
|----------|------------|--------|--------------|--------------------------------|--------------|
|          |            |        | I-194-591813 | COURIER FEES - DEC 13          | 494.42       |
|          |            |        | I-7168556    | EVENXCHANGE FEES - NOV 13      | 7.61         |
|          |            |        |              |                                | -----        |
|          |            |        |              |                                | 502.03       |
| 054146   | 12/20/2013 | R      | 003505       | LORI PARKER                    |              |
|          |            |        | I-9198       | VEHICLE REPAIRS                | 215.75       |
|          |            |        |              |                                | -----        |
|          |            |        |              |                                | 215.75       |
| 054147   | 12/20/2013 | R      | 004172       | ROBERT TENBROOK                |              |
|          |            |        | I-48972      | TOWING SERVICES                | 90.00        |
|          |            |        |              |                                | -----        |
|          |            |        |              |                                | 90.00        |
| 054148   | 12/20/2013 | R      | 004195       | HOME DEPOT CREDIT SERVICES     |              |
|          |            |        | I-HD1213     | BUILD RPR/PRIVATE WELL METER   | 325.83       |
|          |            |        |              |                                | -----        |
|          |            |        |              |                                | 325.83       |
| 054149   | 12/20/2013 | R      | 004720       | INLAND WATER WORKS             |              |
|          |            |        | I-258659     | SMALL TOOLS                    | 216.00       |
|          |            |        | I-258662     | METER REPAIR SUPPLIES          | 502.20       |
|          |            |        |              |                                | -----        |
|          |            |        |              |                                | 718.20       |
| 054150   | 12/20/2013 | R      | 005870       | KRIEGER & STEWART INC.         |              |
|          |            |        | I-36705      | ENGINEERING SERVICES: RECHARGE | 1,868.90     |
|          |            |        |              |                                | -----        |
|          |            |        |              |                                | 1,868.90     |
| 054151   | 12/20/2013 | R      | 006790       | MOBILE MINI, LLC - CA          |              |
|          |            |        | I-217009699  | 23' RECORD STORAGE RENTAL      | 227.18       |
|          |            |        |              |                                | -----        |
|          |            |        |              |                                | 227.18       |
| 054152   | 12/20/2013 | R      | 006810       | MOJAVE DESERT AQMD             |              |
|          |            |        | I-MD1700     | PERMIT FEE- HDMC GENERATOR     | 266.24       |
|          |            |        |              |                                | -----        |
|          |            |        |              |                                | 266.24       |
| 054153   | 12/20/2013 | R      | 000233       | YUCCA VALLEY AUTO PARTS, INC.  |              |
|          |            |        | I-049180     | VEHICLE SUPPLIES               | 71.79        |
|          |            |        |              |                                | -----        |
|          |            |        |              |                                | 71.79        |
| 054154   | 12/20/2013 | R      | 000159       | OASIS OFFICE SUPPLY            |              |
|          |            |        | I-43200      | OFFICE SUPPLIES                | 3.88         |
|          |            |        | I-46979      | SHOP EXPENSE                   | 1,452.82     |
|          |            |        |              |                                | -----        |
|          |            |        |              |                                | 1,456.70     |

| CHECK NO | CHECK DATE | STATUS | VENDOR INFO   | CHECK AMOUNT                            |
|----------|------------|--------|---|---|
| 054155   | 12/20/2013 | R      | 000236 PAYPRO ADMINISTRATORS<br>I-37301 FSA ADMIN FEES - NOV 13<br>I-PP122013 EE FSA DEDUCTIONS 12-20-13    | 50.00<br>470.81<br>-----<br>520.81      |
| 054156   | 12/20/2013 | R      | 008416 JOHN TERFEHR<br>I-023081 INSTALL 2 NEW KEYPADS   | 675.00<br>-----<br>675.00               |
| 054157   | 12/20/2013 | R      | 008415 PRUDENTIAL OVERALL SPLY.<br>I-20792294 SHOP EXPENSE  | 94.12<br>-----<br>94.12                 |
| 054158   | 12/20/2013 | R      | 001932 COUNTY OF SAN BERNARDINO<br>I-105846 MAP REVISIONS - NOV 13  | 2.00<br>-----<br>2.00                   |
| 054159   | 12/20/2013 | R      | 000089 SEMS TECHNOLOGIES, LLC<br>I-A-5518 SEMS 12 MONTH RENEWAL   | 6,090.00<br>-----<br>6,090.00           |
| 054160   | 12/20/2013 | R      | 009880 SOUTHERN CALIFORNIA EDISON CO<br>I-SCE1213 POWER TO BLDGS & GEN - DEC 13                             | 1,762.09<br>-----<br>1,762.09           |
| 054161   | 12/20/2013 | R      | 003596 SUPERMEDIA LLC<br>I-SM1213 MORONGO BASIN ADVERT - DEC 13   | 22.75<br>-----<br>22.75                 |
| 054162   | 12/20/2013 | R      | 000290 TFI RESOURCES, INC.<br>I-NK598947 TEMPORARY LABOR  | 390.78<br>-----<br>390.78               |
| 054163   | 12/20/2013 | R      | 010690 TYLER TECHNOLOGIES<br>I-025-83208 ONLINE PRODUCTS - DEC 13<br>I-025-84187 INCODE VERSION X MIGRATION | 185.00<br>1,031.25<br>-----<br>1,216.25 |
| 054164   | 12/20/2013 | R      | 010850 UNDERGROUND SERVICE ALERT<br>I-1120130332 TICKET DELIVERY SERVICE - NOV                              | 27.00<br>-----<br>27.00                 |

| CHECK NO | CHECK DATE | STATUS | VENDOR INFO |   | CHECK AMOUNT                       |
|----------|------------|--------|-------------|---|------------------------------------|
| 054165   | 12/20/2013 | R      | 901353      | MICHAEL W. BRANNING<br>I-UGC120813 DEMO GRDN/BLD MAINT OCT&NOV 13                                 | 790.00<br>-----<br>790.00          |
| 054166   | 12/20/2013 | R      | 000013      | U.S. POSTAL SERVICE<br>I-PO1213 PO BOX THROUGH 12/31/14   | 180.00<br>-----<br>180.00          |
| 054167   | 12/20/2013 | R      | 010990      | UTILIQUEST L.L.C.<br>I-202742-Q CONTRACT LOCATING EXPENSE<br>I-202989-Q CONTRACT LOCATING EXPENSE | 362.50<br>21.92<br>-----<br>384.42 |
| 054168   | 12/20/2013 | R      | 011101      | VAGABOND WELDING SUPPLY<br>I-90400 SMALL TOOLS  | 54.00<br>-----<br>54.00            |
| 054169   | 12/20/2013 | R      | 003595      | VERIZON CALIFORNIA<br>I-V1113 TELEPHONE (SHOP) - NOV 13   | 252.83<br>-----<br>252.83          |
| 054170   | 12/20/2013 | R      | 012020      | XEROX CORPORATION<br>I-071545420 OFFICE EXPENSE 9/20 - 10/30/13                                   | 713.85<br>-----<br>713.85          |
| 054171   | 12/27/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201312262350 LIMBONG, FLORENS :US REFUND                         | 21.74<br>-----<br>21.74            |
| 054172   | 12/27/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201312262351 TEAGER, VANESSA :US REFUND                          | 50.95<br>-----<br>50.95            |
| 054173   | 12/27/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201312262352 LARA, CARI J :US REFUND                             | 47.53<br>-----<br>47.53            |
| 054174   | 12/27/2013 | R      | 1           | CUSTOMER REFUNDS (MISC.)<br>I-000201312262353 JONES, SPENCER A :US REFUND                         | 23.71<br>-----<br>23.71            |



| CHECK NO | CHECK DATE | STATUS | VENDOR INFO              |   |            | CHECK AMOUNT |
|----------|------------|--------|--------------------------|---|------------|--------------|
| 054175   | 12/27/2013 | R 1    | CUSTOMER REFUNDS (MISC.) |   |            |              |
|          |            |        | I-000201312262354        | MASON, D'MOND                               | :US REFUND | 10.86        |
|          |            |        |                          |   |            | -----        |
|          |            |        |                          |   |            | 10.86        |
| 054176   | 12/27/2013 | R 1    | CUSTOMER REFUNDS (MISC.) |   |            |              |
|          |            |        | I-000201312262355        | PRICE, GLENN                                | :US REFUND | 101.09       |
|          |            |        |                          |   |            | -----        |
|          |            |        |                          |   |            | 101.09       |
| 054177   | 12/27/2013 | R 1    | CUSTOMER REFUNDS (MISC.) |   |            |              |
|          |            |        | I-000201312262356        | WEASER, JUDI A                              | :US REFUND | 51.81        |
|          |            |        |                          |   |            | -----        |
|          |            |        |                          |   |            | 51.81        |
| 054178   | 12/27/2013 | R 1    | CUSTOMER REFUNDS (MISC.) |   |            |              |
|          |            |        | I-000201312262357        | RISPER, JIMMIE L                            | :US REFUND | 43.23        |
|          |            |        |                          |   |            | -----        |
|          |            |        |                          |   |            | 43.23        |
| 054179   | 12/27/2013 | R 1    | CUSTOMER REFUNDS (MISC.) |   |            |              |
|          |            |        | I-000201312262358        | KIDMAN, RAND L                              | :US REFUND | 13.54        |
|          |            |        |                          |   |            | -----        |
|          |            |        |                          |   |            | 13.54        |
| *900398  | 12/06/2013 | D      | 000237                   | COLONIAL LIFE & ACCIDENT INSURANCE CO, INC. |            |              |
|          |            |        | I-3990561-1105331        | EE LIFE INSURANCE- NOV 13                   |            | 680.20       |
|          |            |        |                          |   |            | -----        |
|          |            |        |                          |   |            | 680.20       |
| 900399   | 12/06/2013 | D      | 001517                   | CalPERS                                     |            |              |
|          |            |        | I-PPE 11-29-13           | PAY PERIOD ENDING 11/29/13                  |            | 8,719.12     |
|          |            |        |                          |   |            | -----        |
|          |            |        |                          |   |            | 8,719.12     |
| 900400   | 12/06/2013 | D      | 000248                   | PAYCHEX                                     |            |              |
|          |            |        | I-210459                 | PAYROLL PROCESSING FEE                      |            | 290.89       |
|          |            |        |                          |   |            | -----        |
|          |            |        |                          |   |            | 290.89       |
| 900401   | 12/13/2013 | H      | 000248                   | PAYCHEX                                     |            |              |
|          |            |        | C-NOVEMBER CREDIT        | NOVEMBER TLO CREDIT                         |            | 51.30CR      |
|          |            |        | I-11013876               | TIME & LABOR ONLINE USAGE FEE               |            | 51.30        |
|          |            |        |                          |   |            | -----        |
|          |            |        |                          |   |            | 0.00         |
| 900402   | 12/20/2013 | D      | 000248                   | PAYCHEX                                     |            |              |
|          |            |        | I-211436                 | PAYROLL PROCESSING FEE                      |            | 291.93       |
|          |            |        |                          |   |            | -----        |
|          |            |        |                          |   |            | 291.93       |

| CHECK NO | CHECK DATE | STATUS | VENDOR INFO |  | CHECK AMOUNT   |
|----------|------------|--------|-------------|--|--|
| 900403   | 12/20/2013 | D      | 001517      | CalPERS<br>I-PPE 12-13-13                                  | PAY PERIOD ENDING 12/13/13<br>8,300.80<br>-----<br>8,300.80                                      |
| 900404   | 12/31/2013 | D      | 000025      | ICMA RC<br>I-900404  | 457 REMITTANCE - DEC 13<br>1,781.10<br>-----<br>1,781.10   |
| 900405   | 12/31/2013 | D      | 000025      | ICMA RC<br>I-900405  | 457 REMITTANCE - 2013 ER CONTR<br>674.00<br>-----<br>674.00                                      |
| *999997  | 12/04/2013 | H      | 000064      | Jesse E. Henry & Susan Henry<br>C-JH120313CM<br>I-JH063009 | REVERSE FOR VX MIGRATION<br>REFUND DEPOSIT - MAINLINE EXT<br>511.69CR<br>511.69<br>-----<br>0.00 |
| TOTALS:  | 120        |        |             |  | 390,441.73   |
|          |            |        |             | LESS - PRIOR MONTH VOIDS:                                  |  |
|          |            |        |             | LESS - CURRENT MONTH VOIDS:                                |  |
|          |            |        |             | 54084  | (88.88)  |
|          |            |        |             |  | 0.00   |
|          |            |        |             |  | -----<br>390,352.85<br>-----   |

**JOSHUA BASIN WATER DISTRICT**

**DECEMBER 2013**

**DIRECTOR PAY**

**PAY PERIODS: 11/16/2013 - 12/13/2013**

| Director           | Date       | Type                    | Amount                 | Notes                                     |
|--------------------|------------|-------------------------|------------------------|---|
| VICTORIA J FULLER  | 11/19/2013 | UNPAID DIRECTOR         | 0.00                   | FINANCE COMMITTEE MEETING                 |
| VICTORIA J FULLER  | 11/20/2013 | UNPAID DIRECTOR         | 0.00                   | PUBLIC INFO COMMITTEE                     |
| VICTORIA J FULLER  | 11/20/2013 | Director Pay            | 173.63                 | JBWD BOARD MEETING                        |
| VICTORIA J FULLER  | 12/11/2013 | UNPAID DIRECTOR         | 0.00                   | AGENDA COMMITTEE MEETING                  |
|                    |            |                         | <u>173.63</u>          |   |
| ROBERT JOHNSON     | 11/19/2013 | UNPAID DIRECTOR         | 0.00                   | FINANCE COMMITTEE MEETING                 |
| ROBERT JOHNSON     | 11/20/2013 | Director Pay            | 173.63                 | JBWD BOARD MEETING                        |
|                    |            |                         | <u>173.63</u>          |   |
| MICKEY C LUCKMAN   | 11/16/2013 | UNPAID DIRECTOR         | 0.00                   | 11/05/13 MWA TAC MEETING                  |
| MICKEY C LUCKMAN   | 11/16/2013 | Mileage/Vehicle Expense | 73.45                  | 11/05/13 MILES: MWA TAC MEETING           |
| MICKEY C LUCKMAN   | 11/16/2013 | UNPAID DIRECTOR         | 0.00                   | 11/07/13 MWA BOARD MEETING                |
| MICKEY C LUCKMAN   | 11/16/2013 | Mileage/Vehicle Expense | 73.45                  | 11/07/13 MILES: MWA BOARD MEETING         |
| MICKEY C LUCKMAN   | 11/18/2013 | UNPAID DIRECTOR         | 0.00                   | ASBCSD DINNER                             |
| MICKEY C LUCKMAN   | 11/18/2013 | Meals/Lodging           | 31.00                  | MEAL: ASBCSD DINNER                       |
| MICKEY C LUCKMAN   | 11/20/2013 | UNPAID DIRECTOR         | 0.00                   | PUBLIC INFORMATION COMMITTEE              |
| MICKEY C LUCKMAN   | 11/20/2013 | Director Pay            | 173.63                 | JBWD BOARD MEETING                        |
| MICKEY C LUCKMAN   | 12/02/2013 | Director Pay            | 173.63                 | ACWA CONFERENCE                           |
| MICKEY C LUCKMAN   | 12/02/2013 | Director Training       | 17.08                  | LUNCH: ACWA CONFERENCE                    |
| MICKEY C LUCKMAN   | 12/03/2013 | Director Pay            | 173.63                 | ACWA CONFERENCE                           |
| MICKEY C LUCKMAN   | 12/03/2013 | Director Training       | 17.17                  | LUNCH: ACWA CONFERENCE                    |
| MICKEY C LUCKMAN   | 12/03/2013 | Director Training       | 43.97                  | DINNER: ACWA CONFERENCE (INCLUDES FULLER) |
| MICKEY C LUCKMAN   | 12/04/2013 | Director Pay            | 173.63                 | ACWA CONFERENCE                           |
| MICKEY C LUCKMAN   | 12/05/2013 | Director Pay            | 173.63                 | ACWA CONFERENCE                           |
| MICKEY C LUCKMAN   | 12/05/2013 | Director Training       | 165.00                 | LODGING: ACWA CONFERENCE                  |
| MICKEY C LUCKMAN   | 12/05/2013 | Director Training       | 200.00                 | PARKING: ACWA CONFERENCE                  |
| MICKEY C LUCKMAN   | 12/06/2013 | Director Pay            | 173.63                 | ACWA CONFERENCE                           |
| MICKEY C LUCKMAN   | 12/06/2013 | Director Training       | 146.90                 | MILES: ACWA CONFERENCE                    |
| MICKEY C LUCKMAN   | 12/06/2013 | Director Training       | 10.00                  | LODGING: ACWA CONFERENCE                  |
| MICKEY C LUCKMAN   | 12/11/2013 | UNPAID DIRECTOR         | 0.00                   | AGENDA COMMITTEE MEETING                  |
|                    |            |                         | <u>1,819.80</u>        |   |
| MICHAEL P REYNOLDS | 11/20/2013 | Director Pay            | 173.63                 | JBWD BOARD MEETING                        |
|                    |            |                         | <u>173.63</u>          |   |
| GARY L WILSON      | 11/20/2013 | Director Pay            | 173.63                 | JBWD BOARD MEETING                        |
|                    |            |                         | <u>173.63</u>          |   |
| <b>TOTAL</b>       |            |                         | <b><u>2,514.32</u></b> |   |

JOSHUA BASIN WATER DISTRICT  
MEETING AGENDA REPORT

Meeting of the Board of Directors

January 15, 2014

Report to: President and Members of the Board

Prepared by: Susan Greer 

TOPIC:

PUBLIC HEARING TO CONSIDER INCREASES TO WATER RATES AND CHARGES

RECOMMENDATION:

CONDUCT PUBLIC HEARING AND ADOPT RESOLUTION 14-XXX

ANALYSIS:

The District contracted for a water rate study last year with Bartle Wells Associates. Two public workshop meetings were held where the Board and the Citizens Advisory Committee provided input and suggestions for the rate structure. In addition, the Board approved the Water Rate Study at the December 18 meeting and discussed the proposal to charge for pulled and inactive meters at the same meeting. The pulled and inactive meters were discussed again at a special meeting on January 8.

The objectives of the Study were to develop water rates that:

- Recover the costs of providing water service, including operating, capital and water supply funding needs;
- Are fair and equitable to all customers;
- Are easy to understand and implement;
- Increase the conservation incentive and minimize the impact of rate increases for customers with low water use;
- Comply with legal requirements.

The Study provided the following financial information about the District and our rates:

- The District is facing several financial challenges in the coming years including aging infrastructure and over-drafting of our groundwater basin as well as the normal operating cost inflation.
- Water rate increases have averaged 1.07% per year over the past 18 years for the average residential customer who uses 10 units per month. (Note, in the same timeframe, the consumer price index has increased 2.9% per year on average and the social security cost of living adjustment increase has averaged 2.4% per year).
- JBWD's water rates are in the lower range compared to other local and regional agencies.
- Currently, average residential users are paying about 62¢ per 100 gallons of water.
- Water sales have been declining in recent years and increasing rates will likely result in more reduction to water sales. Proposed rates have been adjusted to compensate for this.



- Financial projections assume minimal new development, starting at 10 new homes and escalating to 20 per year over the five-year Study period.
- Financial projections assume that JBWD finances \$5 million for replacement of 70,000 feet of pipeline and then funds \$200,000 in 2016/17, up to \$500,000 per year for this purpose by the end of the decade.
- The Minimum Fund Reserve Target is equal to 50% of annual operating, maintenance and debt service expenses plus \$1 million for emergency funds.
- The Maximum Fund Reserve Target is equal to 100% of annual operating, maintenance and debt service expenses plus \$2 million for emergency funds.
- Funding for the Equipment/Technology/Vehicle replacement is \$100,000 per year and escalates 4% annually.
- Funding for Wells/Boosters/Tanks replacement starts at \$200,000 per year and escalates to \$300,000 by 2015/16 and then escalates 4% per year to account for construction cost inflation.
- Proposed phased-in rate increases are 7% per year for the next five years to cover our projected cost of providing service.
- Proposed rates gradually reduce the fixed charges (Basic Fee) and increase the variable charges (water usage) to encourage conservation and comply with the California Urban Water Conservation Council's Best Management Practices and our grant requirements.
- Proposed fixed charge rates will be applied to both inactive and pulled meter accounts, since not charging those customers who own capacity in the water system that must be maintained on their behalf means that those costs must be paid by other users.
- An average residential user will see their monthly bill increase from the current \$46.47 per month to \$62.38 over the five-year period. This represents about 43% of our customers.
- The lowest water users (representing about 26% of our customers) will see a lower increase, from \$30.24 currently to \$37.21 over the five-year period, as the fixed charges are reduced and the variable water usage charge is decreased, since they use such a small amount of water.

A multi-year rate structure has been proposed that allows for annual rate increases over the next five years. The details about the proposed rates will be included in the resolution that is still being developed with assistance from counsel. The current and proposed water rates table, from the Water Rate Study approved December 18 is attached; these are the rates that will be incorporated into the resolution. The final resolution will be available at the meeting.

Board discussion on this subject at the Board meetings on December 18, 2013 and January 8, 2014 indicate that the Board may not adopt the inactive/pulled meter charges at this particular point in time because of their desire to more fully consider all of the details pertinent to this subject matter.

One of the requirements for increasing rates is providing mailed notice of proposed increases to customers. The District mailed notice to all of our customers as well as the owner of record per the County records when the customer was not the owner. It required significant staff effort to manually compare our customer database to the County records and some errors were made, with some mailings to owners going to the correct street address, but listing Joshua Tree as the city when it was not. Approximately 1100 letters have been returned undeliverable although they are not all errors. Some of those were mailed to the correct address provided to us, which simply turned out to be an undeliverable address. We are compiling that data now, determining how many were mailed improperly and how many were the second mailed notice to the owner in addition to the account-holder and will report that at the public hearing. While mailing to the owner *in addition to the customer* was recommended by counsel, it was not required. In addition, we have received three written protest letters; we will add any additional protest letters received to this number and report it at the public hearing. Prop 218 law,



which regulates the process for increasing rates, provides that rates may not be increased if there is a majority protest against the rate increase. The District mailed 7,317 notices; nearly 2,000 more than the number of active and inactive meters that we have. As of this time, even if we considered every returned letter a protest, we are far from the majority protest required to preclude us from increasing rates if desired.

Our rate consultant, Alex Handlers from Bartle Wells Associates will be in attendance at the meeting and deliver a presentation as well.

The public hearing should be conducted as follows:

- Public hearing opened by presiding officer
- Receive staff/consultant presentations
- Questions of Staff by Board
- Public testimony hearing opened by presiding officer
- Public testimony hearing closed
- Questions of Staff by Board
- Discussion by Board
- Action by Board

STRATEGIC PLAN ITEM:

2.2.2 Rate Study. Conduct rate study, including review and update of structure and analysis of pay/go versus debt financing.

FISCAL IMPACT:

Proposed water rate increases, including revenues for inactive and pulled meters, will increase water revenues from \$3,044,881 to \$3,984,000 annually over five years, providing funding for operations, capital and water purchases to replenish our over-drafted aquifer. Projected revenues from inactive and pulled meters is between \$100,000 and \$300,000 per year depending upon how many customers opt out.

| <b>CURRENT &amp; PROPOSED WATER RATES</b>            |  |                             |  |                   |                   |                   |      |      |
|--|--|-----------------------------|--|-------------------|-------------------|-------------------|------|------|
|  | <b>Current Rates</b>                             | <b>Proposed Water Rates</b> |  |                   |                   |                   |      |      |
|  |  | <b>Mar-1 2014</b>           | <b>Jan-1 2015</b>                                | <b>Jan-1 2016</b> | <b>Jan-1 2017</b> | <b>Jan-1 2018</b> |      |      |
| <b>BASIC MONTHLY FEE</b>                             |  |                             |  |                   |                   |                   |      |      |
| <u>Meter Size</u>                                    | <u>Monthly Charge (\$)</u>                       |                             |  |                   |                   |                   |      |      |
| 3/4 inch   | 23.82  | -                           | -  | -                 | -                 | -                 |      |      |
| 1 inch   | 39.70  | -                           | -  | -                 | -                 | -                 |      |      |
| 3/4 & 1 inch   | -  | 24.31                       | 24.80  | 25.29             | 25.78             | 27.58             |      |      |
| 1-1/2 inches   | 79.40  | 81.03                       | 82.67  | 84.30             | 85.93             | 91.95             |      |      |
| 2 inches   | 127.00   | 129.65                      | 132.27   | 134.88            | 137.49            | 147.11            |      |      |
| 3 inches   | 238.20   | 243.09                      | 248.01   | 252.90            | 257.79            | 275.84            |      |      |
| <b>MONTHLY WATER FLOW CHARGES</b>                    |  |                             |  |                   |                   |                   |      |      |
| <b>For 3/4" &amp; 1" Meters</b>                      |  |                             |  |                   |                   |                   |      |      |
|  | <u>Current Tiers</u>                             | <u>Proposed Tiers</u>       | <u>Rate Per Unit (\$ per hundred cubic feet)</u> |                   |                   |                   |      |      |
| Tier 1   | 0 - 5 units                                      | 0 - 5 units                 | 2.14   | 2.30              | 2.50              | 2.75              | 3.00 | 3.21 |
| Tier 2   | 5.01 - 20 units                                  | 5.01 - 10 units             | 2.39   | 2.60              | 2.90              | 3.20              | 3.50 | 3.75 |
| Tier 3   | 20.01 - 40 units                                 | 10.01 - 20 units            | 2.57   | 2.90              | 3.30              | 3.65              | 4.00 | 4.28 |
| Tier 4   | 40.01 + units                                    | 20.01 + units               | 2.75   | 3.20              | 3.70              | 4.10              | 4.50 | 4.82 |
| <i>1 unit = one hundred cubic feet = 748 gallons</i> |  |                             |  |                   |                   |                   |      |      |
| <b>For 1-1/2", 2" and 3" Meters</b>                  |  |                             |  |                   |                   |                   |      |      |
|  | <u>Rate Per Unit (\$ per hundred cubic feet)</u> |                             |  |                   |                   |                   |      |      |
| Unit rate for all water use                          | \$2.39   | \$2.71                      | \$3.07   | \$3.43            | \$3.79            | \$4.06            |      |      |
| <i>1 unit = one hundred cubic feet = 748 gallons</i> |  |                             |  |                   |                   |                   |      |      |
| <b>PRIVATE FIRE PROTECTION CHARGES</b>               |  |                             |  |                   |                   |                   |      |      |
| <u>Service Size</u>                                  | <u>Monthly Charge (\$)</u>                       |                             |  |                   |                   |                   |      |      |
| 2 inches   | 12.62  | 13.50                       | 11.58  | 12.28             | 12.62             | 13.50             |      |      |
| 3 inches   | 25.25  | 27.02                       | 23.15  | 24.54             | 25.25             | 27.02             |      |      |
| 4 inches   | 50.50  | 54.04                       | 46.29  | 49.07             | 50.50             | 54.04             |      |      |
| 6 inches   | 75.76  | 81.06                       | 69.45  | 73.62             | 75.76             | 81.06             |      |      |
| 8 inches   | 113.62   | 121.57                      | 104.60   | 110.41            | 113.62            | 121.57            |      |      |

JOSHUA BASIN WATER DISTRICT  
MEETING AGENDA REPORT

Meeting of the Board of Directors

January 15, 2014

Report to: President and Members of the Board

Prepared by: Michael Metts, PE, District Engineer 

TOPIC:

WATER RECHARGE PROJECT – RECHARGE FACILITY CONSTRUCTION CONTRACT APPROVAL AND AWARD

RECOMMENDATION:

Authorize the General Manager to award a contract for construction of the Water Recharge Facility Project to Vance Construction.

ANALYSIS:

The Board of Directors authorized advertisement for construction of the Water Recharge Project in July 2012. As a result of that advertisement, the Board awarded a contract to Jones Brothers Construction for construction of the Recharge Water Pipeline, extending from Yucca Mesa Road to the Recharge Facility site at the terminus of Verbena Road. Construction of the Recharge Facility was not awarded at that time as a result of high bid proposals for that portion of the project.

At the direction of the Board, District staff redesigned the Recharge Facility Project to lower the projected cost. A public bid opening for the above referenced project was conducted on January 9, 2014. We received three bids ranging between \$2,179,000 and \$2,373,600. The Engineer's Estimate for the project was \$2,500,000. The apparent low bidder at the time of bid opening was Vance Construction, with a bid of \$2,179,000. After review of the bid package, the bidder was deemed to be responsive and the District received all of the required documentation for award of the project.

STRATEGIC PLAN ITEM:

1.1.1 Recharge Basin & Pipeline Project. Construction Phase: \$6.2M from Prop 84 plus \$1.3M left from MWA.

FISCAL IMPACT:

The low bid of \$2,179,000 is within the currently approved project cost for the overall Water Recharge Project, and is within the previously acquired grant funding amount for the project. It is requested that the board approve its typical 10 percent contingency for this project in the amount of \$217,900, bringing the total requested approval to \$2,396,900.

JOSHUA BASIN WATER DISTRICT  
MEETING AGENDA REPORT

Meeting of the Board of Directors

January 15, 2013

Report to: President and Members of the Board

Prepared by: Susan Greer 

TOPIC:

CONSIDER AWARD OF D3 BOOSTER STATION REPLACEMENT CONSTRUCTION  
CONTRACT OR ALTERNATIVE PROJECT

RECOMMENDATION:

Determine whether to award D3 booster station replacement contract at a cost of \$196,411 or authorize alternative project at reduced cost

ANALYSIS:

The D3 booster station (Station) replacement project is on the Board's Strategic Plan list; placed on the list because of the age of the Station and the efficiency of the pumps. The Station is comprised of two 10-Hp centrifugal pumps in an above-grade vault. The Station pumps water from a 12-inch water line on White Feather Road from the C pressure zone to an 8-inch water line on Hollinger Road to the D3 pressure zone. The Station currently serves 40 accounts with 32 active users. Ultimate build-out for the D3 pressure zone is only 82 connections.

Pump efficiency, aging facilities and increased operating costs are the primary reasons for scheduling the Station replacement. The Station was originally designed as a hydropneumatic booster station so the suction and discharge pipelines were appropriate for that installation. Since that time, the hydropneumatic station was dismantled and the D3 reservoir was constructed at Arizona Ave and Lynn Lane.

The Board authorized bid advertisement of the new Station on June 5, 2013. The project was placed out to bid on October 1 and bids were received on November 14. Three bids were received with Cora Constructors being the lowest bid of \$143,000. In addition to that cost, the District will provide the pump package from Barrett Engineered Pumps at a cost of \$30,555 and Luna Pacific Construction will construct a pre-fabricated metal building at a cost of \$5,000. The total cost of construction will be \$178,555. With an additional 10% contingency, \$17,856, the total project construction cost will be \$196,411. The Strategic Plan includes a budget of \$250,000 for this project.

Around the same time that the project was authorized to go out to bid, the Production Department presented a proposal for an alternative project to me based on an incident at a similar booster station. A critical failure occurred at the E-1 tank that supplies water to the G-1 boosters that was the result of a catastrophic short in one of the wiring connections at the G-1 booster station. Fortunately, the repair was quickly and relatively cheaply made, but the catastrophic failure could have caused a fire and put approximately 700 active accounts out of service with no redundancy in the system to otherwise



provide service for them. This incident caused the Production Department staff to rethink spending so many resources on the D3 booster station replacement to serve so few customers when there are significant infrastructure needs and a finite supply of funding to resolve them.

Two alternatives to the proposed project which has an estimated cost of \$196,000 are presented for your consideration. Photos of the current site including the chain link cover to the vault, 40-year old electrical panels exposed to the elements and the current low-efficiency pumps and motors are attached. In addition, two different proposals are also attached. The first proposal has a 30-year projected life at an estimated cost of \$75,000. The second alternative has a 20-year projected life at an estimated cost of \$35,000. A representative from the Production Department will attend the meeting to fully explain the proposals. The Production Department and I fully understand that either of these proposals will not result in the same quality or longevity of the project that was bid. It is simply a matter of economics and changing priorities. The Production Department recommends the second alternative at a cost of \$35,000 believing that it will afford us approximately 20 years to appropriately budget for the future D3 booster replacement while allowing for a broader allocation of the limited financial resources of the District and maximizing the operational cost efficiencies of the D3 facility. If either of these two alternative options is chosen, a 10% contingency should also be included, making the estimated costs either \$38,500 or 82,500.

Mike Metts from Dudek has also commented on the proposals from the Production Department but there wasn't sufficient time to get feedback on his comments from the Production Department. We will respond to his concerns at the meeting and Mike will also be at the meeting to answer any questions. Mike recommends alternative #1 because it does not rely on any existing piping or rehabilitated equipment, has a longer projected life, provides for a new skid mounted pumping system and flow meter, electrical service appears to be relocated into the building and SCADA is brought up to current standards.

Other priority projects identified by the Production Department staff which they recommend be funded include the following:

- Well 14 rehabilitation (our main well—not rehabbed since installed in 1983, 30 years ago)
- Upgrading or diagramming of existing electrical wiring at wells and booster sites, some sites 40 years old (cost comparison required before recommendation to upgrade or diagram is made)
- Secondary water source to hospital
- Well motor covers at 10, 14 and 15 to help protect from heat generated by sun exposure

With \$250,000 funding in place for the project already, choosing one of the alternative projects will result in savings of between \$167,000 and \$211,000; freeing-up that funding for higher-priority projects. The Board needs to determine whether we move forward to award the bid to Cora Constructors for the Station as originally designed or one of the alternatives presented.

#### STRATEGIC PLAN ITEM:

3.6.4 D-3-1 New Booster Pumps and housing. The pumps at this booster station operate at a very low efficiency rate such that it is timely to replace them.

#### FISCAL IMPACT:

From \$38,500 to \$196,411 depending on alternative selected.

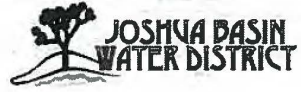




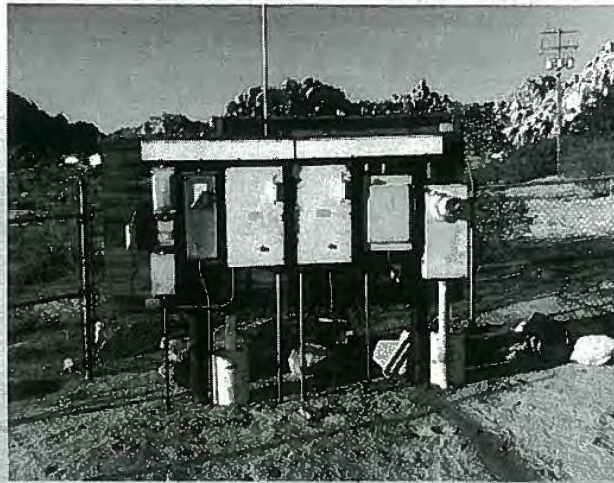
Current Facility



These photos show our current facility, a chain link fence covers our boosters vault.



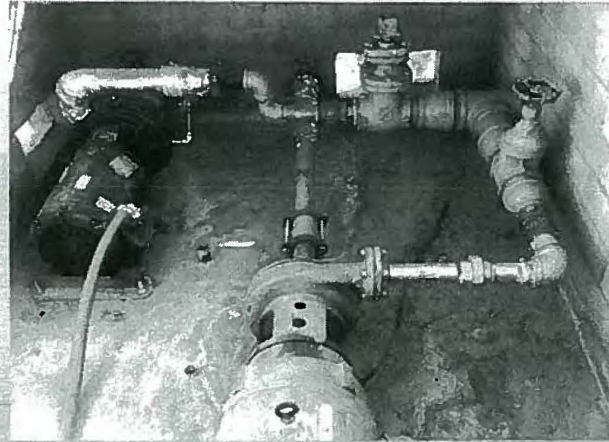
Electrical Component



Our current electrical panels, exposed to the desert environment. Approximately 40 years old.



Pump & Motor



These are our current motors and pumps, one of these is original to the installation and the last efficiency data showed this pumping at 16% efficiency, the other was replaced in 2005.

DESIGN: Utilize existing foot print

CONSTRUCTION: Excavation, Dirt Work,  
Conduit, Concrete Work, & Building  
Reassembly = \$7500 (Labor only)

BOOSTER: Self contained skid mounted  
pump package with new flow meter =  
\$25,000

INTERNAL CONSTRUCTION: Pipe  
Installation, Valve Insertion, Hot Tapping,  
and Pressure Relief Valve = \$12,500

SCADA: Configured for easy setup = \$5000

ELECTRIC: Landing of the electric service,  
subpanel, and new transfer switch =  
\$15,000

Post Install/Testing = Old infrastructure  
disposed of according to district policy.

TOTAL COST = \$75,000



Option #1  
30 year lifespan



Caption of Similar Housing Structure



Proposed New Pump Package

DESIGN: Utilize existing foot print

CONSTRUCTION: Custom Vault Lid =\$3000

BOOSTER: WEG MOTORS PEERLESS  
PUMPS = \$6,000

INTERNAL CONSTRUCTION: Minimal Pipe  
Installation, Rehab Flow Meter, and  
Pressure Relief Valve = \$6,000

SCADA: Utilize Existing Equipment = \$0.00

ELECTRIC: New contacts and step down  
transformer new transfer switch = \$15,000

Post Install/Testing = Old infrastructure  
disposed of according to district policy.

TOTAL COST = \$35,000



Option #2  
20 year lifespan



Caption: Existing Piping Configuration



## Susan Greer

---

**From:** Mike Metts <mmetts@dudek.com>  
**Sent:** Friday, January 10, 2014 10:45 AM  
**To:** Susan Greer  
**Subject:** RE: D3 booster station

Susan,

Two proposed alternatives (Alts #1 and #2) are provided for consideration. Of the two proposals, I prefer Alt #1. Alt #2, while less costly, results in reliance on existing piping and some rehabilitated equipment. Also, Alt #2 has a lower service life than Alt #1. Alt #1 provide a new skid mounted pumping system and flow meter, electrical service appears to be relocated into the reconstructed building, and the SCADA system appears to be brought up to current standards. As a result, Alt #1 is preferable to Alt #2.

The cost estimate for Alt #1 identify a construction cost of \$75,000. There are six identified cost categories as follows:

- **Construction - \$7500:** This item is listed as “Labor Only”. Not sure what this means, but if the materials are not included, what would the actual cost of the construction item be? Reassembly of the old building is understood. However, excavation, dirt work, conduit, and concrete work all require equipment and materials that will impact the project cost. Construction costs also typically include mobilization, contractor overhead and profit, as well as insurance and other costs, which also impact the construction cost. Not clear if these are included.
- **Booster - \$25,000:** The intended equipment is not clearly identified, but from the picture seems to be a skid-mounted pump package. The D3 design as previously bid has a similar cost for the pump package, but with different pumps. The type of pump is not a concern to me, so this seems to be a similar line item. As above, I am not sure if this cost includes freight, delivery, contractor overhead & profit, installation, taxes, or other costs which would impact the project cost. It is not clear if the District will pre-purchase this equipment.
- **Internal Construction - \$12,500:** It is not clear what this item completely addresses, but it states pipe installation, valve insertion, hot tapping and pressure relief valve. It may be that operations staff is considering doing this construction themselves (internal construction) or this may indicate internal to the building. Again, the materials, labor and equipment costs will all impact the project costs, and it is not clear if these are included.
- **SCADA - \$5000:** This seems about right for bringing the SCADA up to current standards. Not clear if this is relocated to the building or if it remains as currently located on the site.
- **Electrical - \$15,000:** Previous discussions related to relocating all of the electrical into the reconstructed building. So, I am not sure if Alt#1 provides relocation of all the electrical or just identified items. The previous construction bid for this item was \$35,000 – so the identified cost is significantly lower. Also, it is not clear if the identified cost includes equipment, materials and labor costs, or contractor overhead and profit, delivery, shipping, or taxes.
- **Post Install/Testing:** No cost is identified for this item, so it is presumed that District staff would complete these efforts. This item places startup and testing of the station on the District, and it is unclear who would be responsible for potential issues related to improper startup or operation. Disposal and salvage of equipment and other items is not a problem. Final District acceptance of the completed facility may be unclear, as the District may be involved in various portions of the construction and startup operations.

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The overriding premise of reducing the cost of the D3 station rehabilitation is predicated on the limited availability of project funding and the many high priority projects needing attention by the District. I agree that there are many needs throughout the District, and that priorities change with time and age of existing facilities. The D3 station rehabilitation project was identified over a year ago as a high priority project. Since that time, other priorities have escalated, and it is incumbent upon District staff to do what is best to maintain the District's primary mission of safely and reliably delivering water to its customers. So, being flexible is critical to maintaining that mission.

The top priorities of the District are identified in the write up as Well 14 rehabilitation, Secondary Water Source to the Hospital and upgrading/diagraming electrical wiring. The write up also identifies that the D3 station serves approximately 40 to 45 connections with a projection of 85 connection. These are all considerations in the development of capital investment priorities, and I agree that these are critical considerations.

For perspective, we must consider that the District will be developing its next two year budget over the next few months, and these and/or other projects will likely be identified in that budget. The secondary source to the hospital has been waiting on funding considerations between the District and the Hospital. Electrical upgrades are needed at all of the District pump stations, which when completed can provide the needed electrical diagrams for the District. We all personally understand the fact that a facility serving fewer customers is less critical than one that serves more customers, but the customers served by the D3 station are no less deserving of improved facilities to maintain their water deliveries.

The D3 station is, as we all agree, one of many facilities throughout the District that need attention. This fact is why I believe it is in the best interest to develop a comprehensive Capital Improvement Program (CIP), that identifies these many needs, the projected total project cost, and a schedule for completing these project over time. This program would involve all District department's input to identify both need and priorities. In this manner, the entire team is included in the planning and development of the CIP and priorities are set for achievement of the program. Yes, the CIP needs to continue to be flexible to accommodate emergency and other issues that change CIP proprieties (as we are now considering with the D3 Station).

A comprehensive plan with everyone's input helps identify which projects will be completed each year, and assure that all facilities get due consideration. Deteriorating and aging facilities are an ongoing and never ending process. Facilities that leave the CIP as completed projects today, return to the CIP in the distant future as they age and require new upgrades. The intent is to get a cycle of manageable projects developed, and avoid a backlog of facilities that require attention all at the same time.

If the D3 Station is not the current priority or we can revise the current project to provide long-term reliability and efficiency, then we need to move forward or identify the current priority. Pipeline, reservoirs, pump stations, wells, and other facilities all come together to define the District's water delivery system. A comprehensive CIP will help us all work together in keeping water flowing to the customers of the District over time.

Thanks!

Mike

---

**From:** Susan Greer [mailto:SGreer@jbwd.com]  
**Sent:** Friday, January 10, 2014 8:04 AM  
**To:** Mike Metts  
**Subject:** D3 booster station  
**Importance:** High

Mike,

I need your feedback on the proposal from the Production Department as well as the Cora Constructors bid ASAP this morning for the agenda packet. I've got to have that wrapped up before I head out to a meeting in San Bernardino after lunch.

Thanks!

*Susan Greer*  
Assistant General Manager/Controller

Joshua Basin Water District  
Mailing: P O Box 675  
Physical: 61750 Chollita Rd  
Joshua Tree CA 92252  
(760) 366-8438, ext. 225 telephone  
(760) 366-9528 fax

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## Susan Greer

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**From:** Mike Metts <mmetts@dudek.com>  
**Sent:** Friday, January 10, 2014 11:02 AM  
**To:** Susan Greer  
**Subject:** Additional Thought on D3 Options

Susan,

I forgot to mention that the District will need to get insurance and other such items from the contractor proposed by the Alt #1 construction. District needs to be protected.

Bidding is not possible without plans and specs. District needs to be sure that the selected contractor is clear on what is being built, or there may be large number of change orders.

The contractor will need to provide a bond for the work that he is doing according to District policy, and that should be included in cost.

Sorry, just additional thoughts.

**D. MICHAEL METTS, P.E.**  
PRINCIPAL  
MANAGER, ENGINEERING SERVICES

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JOSHUA BASIN WATER DISTRICT  
AGENDA REPORT

Regular Meeting of the Board of Directors

January 15, 2014

Report to: President and Members of the Board

From: E. Keith Faul, GIS Coordinator 

TOPIC:

REQUEST FOR PROPOSALS FOR NETWORK MANAGED SERVICES

RECOMMENDATION:

Approve and authorize distribution of RFP

ANALYSIS:

The District relies heavily on computers, software and mobile technology for all daily activities from customer service initiating new service to completing work orders in the field.

Currently the District utilizes:

- 19 desktops, 4 laptops, 3 servers and 7 mobile devices which support our two adjacent locations.
- Complete disaster recovery system with offsite data backup and recovery.
- Complete AMR (Automatic Meter Reading) system to read meters within the District.
- Multiple routers, switches and fiber optic link between office and field.

The District uses many different types of software from basic MS office to create documents and keep in contact with email to much more complex specialized software. Some of the more specialized software includes Incode for our financials and utility billing, SEMS to document and report our facilities maintenance, Autodesk for district drawings, ESRI for all our mapping and GPS locating of district facilities.

Due to our hardware and software needs, the District must have a very competent and reliable network managed service provider to help keep hardware and software running smoothly, efficiently and free of viruses. A good managed network service provider will not only provide all these, but will also work with staff to provide new and innovative ways to improve our productivity thru technology in a cost effective manner.

JBWD has been with our current service provider since 2006. At this time staff is recommending that JBWD go out and request RFP's to verify that the District is getting the best service and reliability that is available at the best cost.

STRATEGIC PLAN ITEM:

Maximize Technological Resources





# JOSHUA BASIN WATER DISTRICT

PO BOX 675 - 61750 CHOLLITA ROAD - JOSHUA TREE - CA 92252  
PHONE 760.366.8438 FAX 760.366.9528 WWW.JBWD.COM

January 15, 2013

Attn:

Re: Request for Proposal: Network Managed Services

Joshua Basin Water District is seeking proposals for comprehensive information technology and network managed services. The District has a total of 19 computers, 4 laptops, and 7 mobile devices with 3 servers which support our two adjacent locations. We currently operate off of an individual roaming profiles environment. The operating systems we are utilizing Windows XP and Windows 7. We currently have a Backup Disaster Recovery unit for offsite backups. The lease on this equipment is set to expire and we would like to have additional options on off-site backup recovery.

One server is dedicated as a file and exchange server, while our Accounting software runs off of a SQL server and Application Server. The servers are located at our District office. Our accounting system software is Tyler Technologies. We currently have, and will maintain, a separate maintenance agreement with Incode for our accounting software support.

We are looking for a full service solution as indicated on the attachment.

Proposals are due at the District office by Friday, February 14th, 3:00 pm. Please contact me if you have any questions.

Sincerely,

Keith Faul  
GIS Coordinator

KF/ms  
Enclosure



## Network Managed Services Request for Proposal

### ABOUT JBWD

Joshua Basin Water District (JBWD) is a public water agency serving approximately 4,500 customers within 96 square miles. The staff of JBWD is 20 employees governed by a 5 member Board of Directors.

### INTRODUCTION TO PROJECT

You are invited to review and respond to this Request for Proposal (RFP) for the Joshua Basin Water District. The RFP seeks an outstanding professional to provide IT (Information Technology) support and maintenance.

### PROPOSAL INFORMATION

#### I. Scope of Work

##### A. Support Services

This section includes the technical information about the project; the scope of work is clearly defined both generally in the section below as well as specifically in **Appendix A**. Please include your ability to complete the tasks and support services listed in these sections.

Ongoing support services for JBWD include:

1. Provide Network Monitoring Monday through Friday, 10-12 hours per day, to include working hours (7:00 am to 5:00 pm) with system maintenance and backup to be performed after working hours. Support services generally include:

- a. Desktop support
- b. Network administration
- c. Telecommunication support (includes internet)
- d. Printer support
- e. Website support
- f. Disaster recovery

2. Work with staff to be on site when requested by JBWD within two hours and resolve technical situations as quickly as possible.

3. Provide high-level technical assistance in support of JBWD's local and wide area network hardware and software, including switches, firewalls and routers.
4. Assist staff in troubleshooting of complex hardware and software problems- either onsite or remotely, depending upon urgency and staff location.
5. Research and recommend potential technical solutions to JBWD including enhancements and new release of software and/or hardware.
6. Maintain up-to-date knowledge on current release levels of all JBWD software products, recommend timing of installation for new releases, patches, and hot-fixes, and implement as appropriate.
7. Coordination and execution of repairs of all information technology components that are no longer covered by Warranty included but not limited to PCs, printers, file servers, switches, routers, and battery backups. If required, provide cost estimates of repairs before undertaking the repair.
8. Regular monitoring of server backups and security logs, including investigation and remediation of any issues. Restoration of any files or databases and settings in the event of file corruption or other problems.
9. Assistance to JBWD users for day-to-day problems with standard operating systems, Microsoft products and other JBWD applications.
10. Setup and administration of user accounts, including login IDs, directory structures and file setup.
11. Installation, support and maintenance of all JBWD software programs on JBWD file servers and desktops including regular updates to JBWD application software.
12. Coordinate hardware and software acquisition and provide assistance in budgeting as-needed.
13. Maintain current virus detection systems and potential security systems on PCs and servers.
14. Configure and maintain remote access for approved JBWD employees.
15. Provide necessary documentation to JBWD for:
  - a. Backups
  - b. Time saving user procedures
  - c. Procedures for repetitive daily activities
  - d. Vendor escalation procedures
  - e. Software licensing
  - f. Hardware inventory and warranty
  - g. Inventory workstation specific software and settings
  - h. Other documentation as-needed
16. Provide emergency support during non-business hours when JBWD staff is unavailable. Provide support to all JBWD locations.



## II. Project Team Capability and Experience

### A. Capability and Experience

This section will include a description of your company and key staff. Please include information on the following:

1. List the account manager (name, phone number and email), who will be the primary point of contact with JBWD during the life of the contract. Provide a brief resume of the account manager(s) background, training, experience and length of time with your company. Specifically discuss the individual's experience in managing this type of program.
2. List the level(s) of staff assigned to work with JBWD. Also list individual titles and names of staff that would be available for this contract. Make sure to include the resume for all personnel assigned to the project.
3. Clearly state the organizational structure of the team. Please provide an organization chart, including functions and responsibilities of your company's recommended account management team for JBWD.
4. List and explain all areas of your company's expertise (if applicable).
5. Does your company use professionals, who are either employees or subcontractors, of an affiliate or subsidiary to your company (either domestically or internationally)?  
Yes  No
6. If yes, how much of this workforce are used to service your company's contractual requirements?
7. What is the minimum experience level of staff whom will be assigned?
8. Explain your company policy and procedures to establish quality management and continuous improvement.
9. How does your company ensure quality of services?
10. Describe your company's customer service performance metrics.
11. Please state your commitment (the time/number of hours) to respond to a service call.
12. Describe the current technology your company uses to process and support customer orders.
13. Does your company currently use a web-based system to support its clients' needs and services?  
Yes  No  if yes, explain how the system works.
14. Include the number of current employees within the company.
15. Please provide three references for similar work. Each reference should include the client name, location, phone number, date of work and a brief description. Does your company have any similar public agency experience? If yes, provide references.

## B. COST PROPOSAL

1. Does your firm's standard fee schedule:

- a. Include time and materials: Yes  No
- b. Offer discounts? Yes  No  If Yes, what type and amounts?
- c. General Service Administration Pricing (GSA) Yes  No
- d. National Intergovernmental Purchasing Alliance Company (NIPA) Yes  No
- e. Offer reduced mark-ups on contract labor rates commensurate with reduced costs after a period of continuous service? Yes  No   
If Yes, how soon after engagement?
- f. Change monthly, quarterly, annually or upon change of market condition?  
Yes  No

2. Provide a copy of the firm's work related reimbursement expense control policy -  
(Mark as **Exhibit A**)

3. Explain in detail how your company administers and delivers its invoices to clients,  
and if applicable invoices to subcontracted professionals.

4. List hourly rates for all personnel that would be assigned to this project.

5. Please succinctly describe your overall cost proposal for this project.

## III. PROPOSAL SUBMISSION

### A. PROPOSAL FORMAT

Proposals must be clear, accurate and comprehensive. Excessive or irrelevant materials will not be favorably viewed.

Proposers must submit an original and three (3) hard copies of the proposal to JBWD, at the required address.

Proposals shall be organized and numbered in the following order:

- Cover letter
- Project Team Capability and Experience (Use RFP Template)
- Cost Proposal (Use RFP Template)
- Exhibits (Attachments)

Proposals may be considered non-responsive if they are not complete, do not include all required materials or do not follow the required format. JBWD is not responsible for proposals that are lost, damaged, mislabeled or otherwise are not received at JBWD headquarters by the deadline.

All documents submitted in response to this RFP will become the property of JBWD. Only written proposals will be considered. The proposer must submit an original and three (3) copies of the proposal. The proposer should include a contact person and that person's e-mail address in the proposal. The original proposal along with three (3) complete copies must be delivered



no later than 3:00 p.m. (PST), Friday, February 14, 2014 to the following address:

Joshua Basin Water District  
Po Box 675  
Joshua Tree CA 92252  
Attn: Keith Faul

All applications submitted will be marked with the time and date. Timely submission of proposals is the sole responsibility of the proposer. All proposals delivered after 3:00 p.m. on Friday, February 14th, 2014 will be returned to the proposers. JBWD reserves the right to determine the timeliness of all applications submitted. JBWD reserves the right to reject all proposals.

#### **IV. EVALUATION OF PROPOSAL**

##### **A. EVALUATIONS**

The proposal evaluation will commence following the RFP closing date. The evaluation process is expected to be completed within approximately 3 weeks. Proposers will be notified via U.S. mail or e-mail regarding status of the proposal process.

The evaluation will include analysis of the scope of work, project team capability and experience, cost proposal, and qualifications and references.

JBWD will select the qualified proposer based solely on the submitted proposal. Following the submission of proposals, JBWD may develop a short list of the most qualified proposers, and may elect to hold interviews with those proposers. Such interviews would require the proposers to prepare an oral presentation or present materials to further clarify the proposals. JBWD would require that the Project Manager provide the oral presentation.

A proposer may be selected for further negotiations regarding the agreement's terms and conditions. If satisfactory agreement provisions cannot be reached, then negotiations may be terminated. JBWD may then select another firm for agreement negotiation. This sequence may continue until an agreement is reached.

##### **B. PROPOSAL AMENDMENTS AND CLARIFICATIONS**

Proposers are encouraged to carefully review the RFP in its entirety prior to submitting a proposal. JBWD may amend the Request for Proposals (RFP), and would do so by issuing a Notice of Amendment to all proposers. Proposers may only modify proposals if the modifications are received before the deadline for submission of proposals.

Proposers requesting clarification pertaining to this RFP must submit all requests by 3:00 p.m., on Friday, February 14th, 2014, to Keith Faul at [kfaul@jbwd.com](mailto:kfaul@jbwd.com). If JBWD responds to any questions, the information will be transmitted primarily by e-mail in the form of an amendment to the RFP. The information would be presented to all firms that received a copy of the RFP.



## **Network Managed Services Request for Proposal Appendix A**

### **NETWORK MONITORING**

- Provide Network Monitoring Monday through Friday, 10-12 hours per day, to include working hours (7:00 am to 5:00 pm) with system maintenance and backup to be performed after working hours
- Provide Availability and Status Notifications
- Provide, Install, and Maintain In-House Backup System & Monitoring
- Arrange and Manage Outside Third Party Backup System & Monitoring
- Provide Periodic Testing of Backup System(s)
- Provide Performance Reporting
- Implement and Manage Customer Access to System
- Conduct Network Assessment

### **NETWORK SUPPORT**

- Service Level Agreement
- Provide On-Site Network Server(s) Updates & Support
- Provide Remote Network Server(s) Updates & Support
- Provide Help Desk Access by Phone Monday-Friday 7 am to 5 pm
- Provide Priority Response
- Response & Support – Provide one-hour phone response and one hour onsite support for a total of two hours response time.
- Provide Problem Tracking
- Escalation to Technical Support

### **HARDWARE & SOFTWARE SUPPORT**

- Maintain Hardware Inventory
- Maintain Software Inventory
- Provide System Change Management
- Provide Remote Individual Computer(s) Updates & Support
- Provide On-Site Individual Computer(s) Updates & Support
- Recommend, Procure, Install, and Maintain Replacement or Upgrade of Current Hardware and/or software
- Provide “Help desk” via telephone, Monday through Friday 7:00 am to 5:00 pm.

## **PATCH MANAGEMENT**

- Maintain Remote Network Server(s) & Individual Computer(s) updates
- Maintain Patch Deployment History
- Install and Maintain Patch Remediation

## **NETWORK SECURITY**

### **Provide:**

- Anti-Virus Security Network Server(s) & Individual Computer(s)
- Anti-Spam Security Network Server(s) & Individual Computer(s)
- Anti-Porn Security Network Server(s) & Individual Computer(s)
- Anti-Theft Software & Hardware Security
- In-House or Outside Hosted Email Security
- In-House or Outside Hosted Web Services Security
- Network Server(s) Security
- Individual Computer(s) Security
- Employee Access Security
- Client Access Security

## **IT SERVICES**

- Organize and Attend Periodic Meetings
- Provide Strategic Planning
- Recommend Policy Management
- Conduct Capacity Planning
- Provide Comprehensive Reports
- Assist with Selection of and Recommendations For:
  - Printers
  - Copiers
  - Archive Systems
  - and Other Electronic Equipment
- Provide Website Services, or Assist in Procuring and Implementing Website Services.

## **DISASTER RECOVERY**

- Establish and Maintain Failed Server(s) Recovery Plan
- Provide for Server Hardware Backup System Availability
- Provide for Individual Computer Backup System Availability
- Provide for Off-Site Data Storage
- Provide Virus Infection Remediation
- Provide Hacker Attack Remediation

## **IN-HOUSE NETWORK PERSONNEL**

- Assist in identifying in-house computer personnel
- Assist in training and education of in-house computer personnel



# REQUEST FOR PROPOSAL TEMPLATE

| <b>Project Team Capability and Experience</b>   |  |
|---|--|
| <b>Question</b>   | <b>Answer</b>  |
| <p>1. List the account manager (name, phone number and email), who will be the primary point of contact with JBWD during the life of the contract. Provide a brief resume of the account manager(s) background, training, experience and length of time with your company. Specifically discuss the individual's experience in managing this type of program.</p>   | <p>Company Name: _____<br/>                     Acct. Managers Name: _____<br/>                     Phone: _____<br/>                     Email: _____</p> <p>Primary Point of Contact: _____<br/>                     Resume Attached <input type="checkbox"/> (Attach &amp; Mark As Exhibit 3.1)<br/>                     Length of Time with Company _____(yrs.)<br/>                     Discuss Experience in Contract Management:<br/>                     _____<br/>                     _____<br/>                     _____</p>   |
| <p>2. List the level(s) of staff assigned to work with JBWD. Also list individual titles and names of staff that would be available for this contract. Make sure to include the Resume for all personnel assigned to the project.</p> <p>In the case that one of these assigned technicians are unable to provide service during the contract. Would JBWD receive equal or greater licensed technicians assigned to contract?</p> | <p>Name#1 _____<br/>                     Title: _____<br/>                     Licensing: _____<br/>                     Resume Attached <input type="checkbox"/> (Attach &amp; Mark As Exhibit 3.2)</p> <p>Name#2 _____<br/>                     Title: _____<br/>                     Licensing: _____<br/>                     Resume Attached <input type="checkbox"/> (Attach &amp; Mark As Exhibit 3.2)</p> <p>Name#3 _____<br/>                     Title: _____<br/>                     Licensing: _____<br/>                     Resume Attached <input type="checkbox"/> (Attach &amp; Mark As Exhibit 3.2)</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> |
| <p>3. Clearly state the organizational structure of the team. Please provide an organization chart, including functions and responsibilities of your company's recommended account management team for JBWD.</p>  | <p><input type="checkbox"/> Enclosed Organizational Chart<br/>                     (Attach &amp; Mark As Exhibit 3.3)</p>  |
| <p>4. List and explain all areas of your company's expertise (if applicable).</p>   | <p><input type="checkbox"/> If additional room is needed<br/>                     (Attach &amp; Mark as Exhibit 3.4)</p>   |
| <p>5. Does your company use professionals, who are either employees or subcontractors, of an affiliate or subsidiary to your company (either domestically or internationally)?</p>  | <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>  |

# REQUEST FOR PROPOSAL TEMPLATE

|  |  |
|--|--|
| 6. If yes, how much of this workforce are used to service your company's contractual requirements?   | _____ %  |
| 7. What is the minimum experience level of staff whom will be assigned?  | <input type="checkbox"/> If additional room is needed<br>(Attach & Mark as Exhibit 3.7)  |
| 8. Explain your company's policy and procedures to establish quality management and continuous improvement.  | <input type="checkbox"/> If additional room is needed<br>(Attach & Mark as Exhibit 3.8)  |
| 9. How does your company ensure quality of services?   | <input type="checkbox"/> If additional room is needed<br>(Attach & Mark as Exhibit 3.9)  |
| 10. Describe your company's customer service performance metrics.  | <input type="checkbox"/> If additional room is needed<br>(Attach & Mark as Exhibit 3.10)   |
| 11. Please state your commitment (the time/number of hours) to respond to a service call.  | Tech Phone Response (Hrs.) _____<br>Tech Onsite Response (Hrs.) _____  |
| 12. Describe the current technology your company uses to process and support customer orders.  | Online System _____<br>Software _____<br>Other _____   |
| 13. Does your company currently use a web-based system to support its clients' needs and services?   | Yes <input type="checkbox"/> No <input type="checkbox"/><br>if yes, Briefly describe how the system works below  |
| 14. Include the number of current employees within the company.  | # of Employees _____   |
| 15. Please provide three references for similar work. Each reference should include the client name, location, phone number, date of work and a brief description.<br><br>Does your company have any similar public agency experience? If yes, provide references. | Reference #1 _____<br>Public Agency Yes <input type="checkbox"/> No <input type="checkbox"/><br>Street Address _____<br>State _____ Zip _____<br>Phone Number _____<br>Start Date _____ End Date _____<br>Brief Description:<br>_____<br>_____<br>_____<br><br>Reference #2 _____<br>Public Agency Yes <input type="checkbox"/> No <input type="checkbox"/><br>Street Address _____<br>State _____ Zip _____<br>Phone Number _____ |



# REQUEST FOR PROPOSAL TEMPLATE

|  |  |
|--|--|
|  | Start Date_____ End Date_____  |
|  | Brief Description:   |
|  | _____  |
|  | _____  |
|  | _____  |
|  | Reference #3 _____   |
|  | Public Agency Yes <input type="checkbox"/> No <input type="checkbox"/> |
|  | Street Address _____   |
|  | State _____ Zip _____  |
|  | Phone Number _____   |
|  | Start Date_____ End Date_____  |
|  | Brief Description:   |
|  | _____  |
|  | _____  |

# REQUEST FOR PROPOSAL TEMPLATE

| <b>Cost Proposal</b>  |   |
|---|---|
| <b>Question</b>   | <b>Answer</b>   |
| <p>1. Does your firm's standard fee schedule:</p> <p>a. Include time and materials:</p> <p>b. Offer discounts?</p> <p>c. General Service Administration Pricing (GSA) d. National Intergovernmental Purchasing Alliance Company (NIPA)</p> <p>d. Offer reduced mark-ups on contract labor rates commensurate with reduced costs after a period of continuous service?</p> <p>e. Change monthly, quarterly, annually or upon change of market condition?</p> | <p>a. Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>b. Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, what type and amounts?</p> <p>c. Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>d. Yes <input type="checkbox"/> No <input type="checkbox"/><br/>If Yes, how soon after engagement?<br/>_____Months_____Years</p> <p>e. Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If Yes, the when Monthly <input type="checkbox"/>, Quarterly <input type="checkbox"/>, Annually <input type="checkbox"/><br/><input type="checkbox"/> Market Change</p> |
| <p>2. Provide a copy of the firm's work related reimbursement expense control policy -</p>  | <p><input type="checkbox"/> (Mark as Exhibit 4.2)</p>   |
| <p>3. Explain in detail how your company administers and delivers its invoices to clients, and if applicable invoices to subcontracted professionals.</p>   | <p><input type="checkbox"/> If additional room is needed<br/>(Attach &amp; Mark as Exhibit 4.3)</p>   |
| <p>4. List hourly rates for all personnel that would be assigned to this project.</p>   | <p>Name#1 _____<br/>Hourly Rate _____<br/>Name#2 _____<br/>Hourly Rate _____<br/>Name#3 _____<br/>Hourly Rate _____</p>   |
| <p>5. Please succinctly describe your overall cost proposal for this project.</p>   |   |
| <p>6. Please convert your fee schedule into the following format provided below.</p>  |   |

# REQUEST FOR PROPOSAL TEMPLATE

|   |                   |                     |
|---|-------------------|---------------------|
| <b>Maintenance</b>                              |                   |                     |
|   |                   |                     |
| <b>Equipment</b>                                | <b>Setup Fees</b> | <b>Monthly Fees</b> |
| First Server                                    |                   |                     |
| Additional Servers                              |                   |                     |
| Each Workstation                                |                   |                     |
| Each Mobile Unit                                |                   |                     |
| Each Printer                                    |                   |                     |
| Internet Connection                             |                   |                     |
| Discounts                                       |                   |                     |
|   |                   |                     |
| <b>Security</b>                                 |                   |                     |
| <b>Equipment</b>                                | <b>Setup Fees</b> | <b>Monthly Fees</b> |
| Firewall Service Including Intrusion Prevention |                   |                     |
| Anti-Spyware, Content Filter                    |                   |                     |
| Anti-Spam Filter Per User                       |                   |                     |
| DoubleCheck Spam Filter<br>(if applicable)      |                   |                     |
|   |                   |                     |
| <b>Backup Recovery</b>                          |                   |                     |
| <b>Equipment</b>                                | <b>Setup Fees</b> | <b>Monthly Fees</b> |
|   |                   |                     |
|   |                   |                     |
|   |                   |                     |
| <b>Offsite Storage</b>                          |                   |                     |
| <b>Equipment</b>                                | <b>Setup Fees</b> | <b>Monthly Fees</b> |
|   |                   |                     |
|   |                   |                     |
|   |                   |                     |

**COMPUTER RFP MAILING LIST**

| <b>DATE OF MAILING</b> | <b>MAILING ADDRESS</b>   | <b>DATE OF MAILING</b> | <b>MAILING ADDRESS</b>   |
|------------------------|--|------------------------|--|
|                        | Rick Sturgill<br>Computer Maintenance & Concepts<br>57490 Ste. D. Twentynine Palms Hwy<br>Yucca Valley, CA 92284 |                        | Nick Foschetti<br>Hi-Tech Computer Systems<br>55843 29 Palms Highway<br>Yucca Valley, CA 92284 |
|                        | Larry Giron<br>Computer Zone<br>55971 29 Palms Hwy<br>Yucca Valley, CA 92284                                     |                        | MojaveWIFI<br>6473 Cholla Ave<br>29 Palms, CA 92277  |
|                        | Attn: General Manager<br>Hard N Floppy<br>56334 29 Palms Hwy.<br>Twentynine Palms, CA 92277                      |                        | Royal Computers<br>67450 Ramon Road<br>Palm Springs, CA 92262                                  |
|                        | Attn: Matt Disher<br>Southwest Networks<br>73-700 Dinah Shore Drive Suite 404<br>Palm Desert, CA 92211           |                        | Attn: Joey Latimer<br>Old Town Tech<br>La Quinta, CA 92253                                     |
|                        | Joe Popper / Matt Farokhmanesh<br>Computer Gallery<br>73965 California 111<br>Palm Desert, CA 92260              |                        | Desert Networking<br>PO Box 12573<br>Palm Desert, CA 92255                                     |
|                        | Geekworks Unlimited<br>77564A Country Club, Suite 204C<br>Palm Desert, CA 92211                                  |                        | Tech Fusion<br>PO BOX 4023<br>Palm Springs CA 92264  |
|                        | Attn: Ken Umemoto – President<br>Ume Tech<br>31805 Temecula Parkway, Suite #410<br>Temecula, CA 92592            |                        |  |

JOSHUA BASIN WATER DISTRICT  
MEETING AGENDA REPORT

Meeting of the Board of Directors

January 15, 2013

Report to: President and Members of the Board

Prepared by: Susan Greer



TOPIC:

KAYE KEENE SECOND REQUEST FOR RECONSIDERATION OF COSTS REQUIRED FOR WATER SERVICE CONNECTION

RECOMMENDATION:

Receive information and direct that any further inquiries are to be handled by the General Manager

ANALYSIS:

A request was submitted on behalf of Kaye Keene at the 11/20/13 Board meeting. The request posed five different questions; primarily related to suggested deficiencies in the water system in the area of Copper Mountain Mesa Assessment District. If some of the suggested deficiencies were true, the corrections to those deficiencies would provide opportunity for Ms. Keene to obtain the water service she requests at a significantly lower cost. The information below indicates that no deficiencies exist and the District has made no error in the design or installation of pipe in her area or the Assessment District. A copy of the original request for information as well as a written response from Mike Metts on this subject is attached.

Some questions are easily answered and one will require more extensive investigation. First, we will address those that can be easily answered.

Question 1: What are the proposed alignments in map form that relate to quotes provided in a 10/4/13 letter to Ms. Keene, and which parcels would qualify for refund agreements?

Maps providing the proposed alignments as well as the refund agreement parcels are attached.

Question #2: Why wasn't the mainline extended to the farthest most property line on parcel #5? Installing the mainline any further than was done (to the northwest corner of parcel #3) would have constituted unnecessary construction, as parcels 1-5 are all within 1,400 feet of the pipeline and properties A-G are not included in the Assessment District. There was no need to provide water service to parcels A-G and the rules of the Assessment District allow parcels to utilize service lines up to 1,400 feet in length, so parcels 1-5 can install their meters at the terminus of the pipeline and install long service laterals to their individual properties. The overall objective of the Assessment District was to reduce the project costs while still providing a water system. The construction is consistent with the intent of the Assessment District and with maintaining minimal cost impacts to the Assessment District participants.

Question #4: Parcels U, V, W, X, Y and Z are not serviceable from the D1-pressure zone due to



elevation; what is the District's plan to resolve this issue?

Parcels U-Z are serviceable from the D1 pressure zone because pressure *at the water meter* is greater than 40/20 psi minimum pressure under the average and fire flow service conditions. Pressure has been field-verified by District staff to exceed 40 psi at the water meters located on Foxy Flats Road that serve these parcels. If water pressure at the customer's homes is less than 40 psi, it is their responsibility to provide additional facilities to increase the pressure; our responsibility ends at the meter where pressure exceeds 40 psi.

Question #5: Indicates that three existing customers south of La Brisa have substandard water pressure; what is the District's plan to resolve this issue?

The E-2 pressure boundary bisects the parcels in question, with northern portions of the parcels located in the D-1 zone and the southern portions in the E-2 zone. The meters serving the parcels are located on McGarry Road, which is in the D-1 zone. Again, the pressure at the meters serving the parcels in question exceeds the 40/20 psi minimum pressure under the average and fire flow service conditions requirements. Water pressure is provided at the meter and not at the customer's homes. If pressure is inadequate at the residence, it is the responsibility of the customer to provide any additional facilities to increase their pressure. Water pressure has been provided to the meter in accordance with our policy.

Now, the more complex question.

Question #3: (first part of question) With all required permits in hand, is the District obligated to serve all parcels within the Copper Mountain Mesa Assessment District (CMMAD) if the property owner pays meter charges, supply capacity charges, account set up fees and deposit?

The quick answer is yes, the District has an obligation to serve those participants with payment of only those listed fees (keeping in mind that fee amounts and types are subject to change), although there could be extenuating circumstances. An example would be if the original CMMAD parcel has been subdivided. If an original CMMAD parcel has been subdivided, the new parcels created are required to comply with all of the current rules, and that may require installation of additional mainlines at property owner expense.

Second part of question: What is the required amount of time for meter installations when the owner has paid all fees and has permit in hand. Assuming no mainline installation is required on the part of the customer, the District can typically set a meter within 48 hours after payment of fees.

This prompts further questions about the Copper Mountain Mesa Assessment District and any legal issues associated with non-participants connecting to main lines funded by the participants as well as the District's obligation, if any, to correct any project deficiencies that might be identified in the future, when all project funding has already been exhausted. These are complex issues that would involve significant legal research. General Counsel will address the issue and associated cost at the Board meeting.

Substantial effort and expense has been incurred in providing information for Ms. Keene since early 2012, all of which has supported the original findings that unfortunately she must install expensive facilities in order to obtain water service for her parcel. This will be her third appearance at a Board meeting and several additional committee meetings have also been held on this subject, often involving our Engineer and/or Counsel. We are estimating that Staff, Engineer and Counsel time spent analyzing various additional alternatives and questions from Ms. Keene have cost the District well in excess of \$5,000. The District's philosophy has been that development pays its own way and that's not occurring. Remember that Ms. Keene is our typical "developer"—an individual property owner needing water service for their personal home. None of the information provided or questions asked by Ms. Keene or the responses provided by Staff, Engineer or Counsel indicate that any error has been

made or that any other alternative is currently available for her.

Staff respectfully requests that the Board consider this issue closed and direct that any further issues related to this matter be handled directly by the General Manager and not brought back to the Board unless the General Manager determines the need to do so.

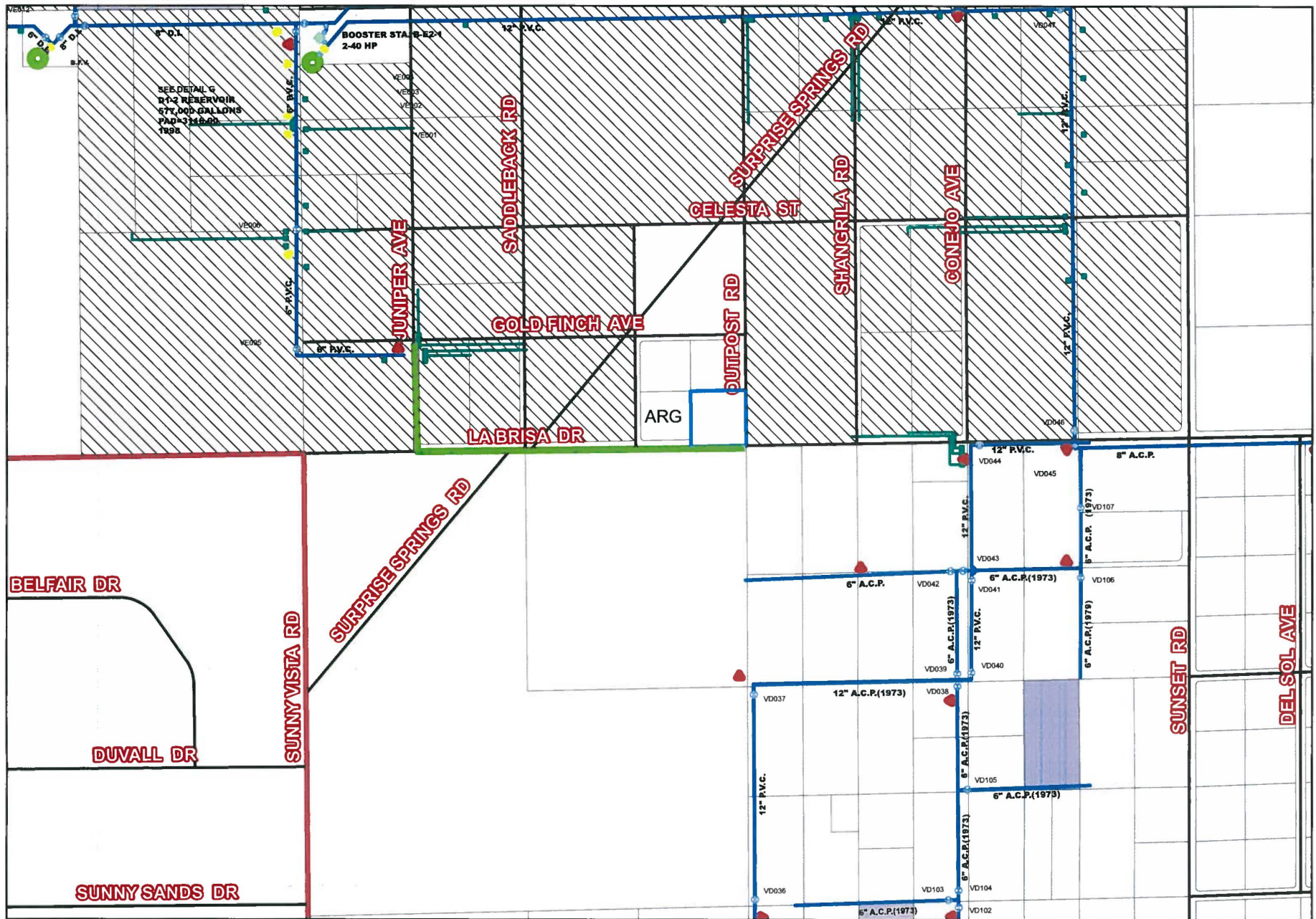
STRATEGIC PLAN ITEM:

N/A

FISCAL IMPACT:

N/A





**Legend**

/// CMM\_OG\_parcel\_Dissolve



= PIQ

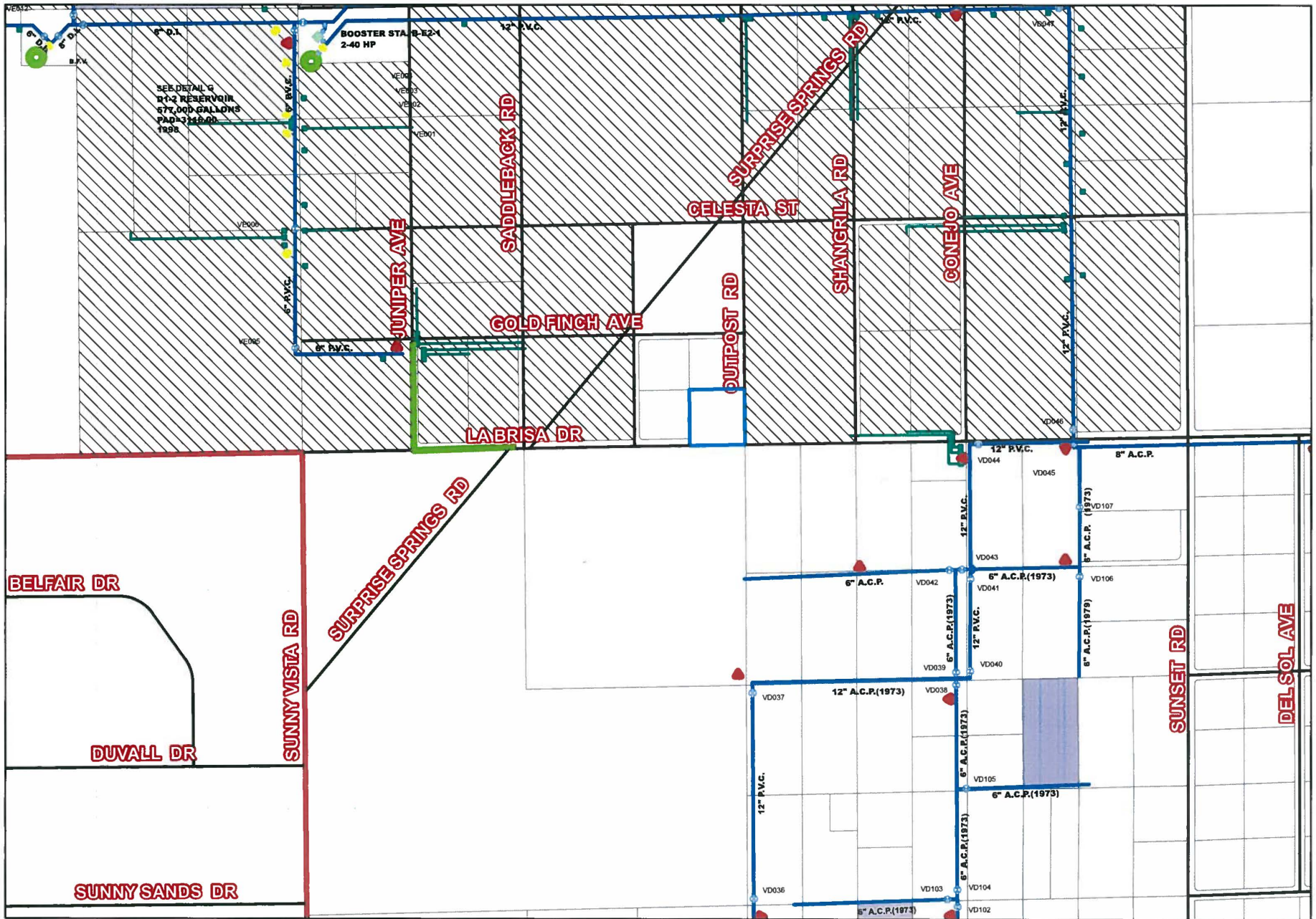
— Watermain Alignment

ARG = Parcel with Refund Agreement

Quote 1










SEE DETAIL G  
 R1-2 RESERVOIR  
 577,000 GALLONS  
 PAD=3116.00  
 1998

BOOSTER STA. B-E2-1  
 2-40 HP

**Legend**

-  CMM\_OG\_parcel\_Dissolve
-  = PIQ
-  = Watermain Alignment

Quote 2



On behalf of K. Keene and the owners of the 4 parcels east of the Keene property which are identified as V,W,X,Y on attached map,

I hereby request the following be on the agenda for discussion and possible action at the next meeting of the board of directors

Question #1: I would like to know proposed alignments in map form that were proposed in quotes #1 and #2 dated 10/4/13 to misses K. Keene, and which parcels in the alignments will have refund agreements issued.

Question #2: Why wasnt the mainline ran to the farthest most property line on parcel 5 (see attached map).

Question #3: With all the required county permits (ie. building permit) in hand, Is the district obligated to serve all parcels within the CMMAD with only meter charges (ARTICLE 13.18 ) and supply capacity charges (ARTICLE 13.19 ) account set up fees and deposit due. In the CMMAD what is the required amount of time for meter installations when the owner of the parcel has all fees paid and building permit in hand.

Question #4:Parcels U,V,W,X,Y and Z (see attached map) due to elevation are NOT serviceable from the D-1 pressure zone(see Metts letter 9/12/13 pg. 2 par. 2)

What is the districts plan to resolve this issue?

Question #5: Three existing customers south of La Brisa, lots 7,8 and 9,(see attached map), have substandard water pressure of approx. 28 psi. "District and health department standards for min. serv. pressure required to be 40 psi" (see Metts letter). Furthermore, it is noted that code requires under fire flow conditions that a min. pressure of 20 psi. be maintained. Assuming under fire flow conditions, a pressure of 20 psi. at the meter locations for 7,8, and 9 (see Metts letter) the pressure at the homes will be sub-standard at approx 1.5 psi. due to elevation climb from the meters to the homes. This does not account for losses in service lateral, meter, check valve and curb stop. What is the districts plan to resolve this issue?

Thank you for your time

RICHARD FOUNTAIN 11/20/2013



760 660 3510



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# DUDEK

CORPORATE OFFICE  
605 THIRD STREET  
ENCINITAS, CALIFORNIA 92024  
T 760.942.5147 F 800.450.1818 P 760.942.0164

January 6, 2014

6079-01

Susan Greer, General Manager  
Joshua Basin Water District  
61750 Chollita Road  
Joshua Tree, California 92252

**Re: Keene Property Supplemental Information – Part 2**

Dear Susan:

The following discussions are provided in relation to the comments received at the November Board Meeting. I have also attached a drawing for reference in understanding the responses.

1. Question #1 requests definition of the proposed alignments proposed in Quotes #1 and #2 dated October 4, 2013. As I did not prepare the quotes, I don't believe I am the right person to address this question. However, the following discussion in this letter may impact this question.
2. Question #2 seeks to know why the main pipeline was not extended to the farthest most property line on Parcel #5. Referencing Attachment A (provided herewith), the existing water pipeline extends to the northwest corner of Parcel #3. Extending the pipeline to the northeast corner of Parcel #5 would result in unnecessary construction at a greater cost, as Parcels #1 through #5 are all within the 1,400-foot limitation of the Copper Mountain Mesa Assessment District remote meter policy. Properties A through G were not included in the defined Assessment District (AD), and as such were not entitled to service by AD facilities. As the participants in the AD and JBWD were seeking to reduce the overall project cost at that time, Parcels 1 through 5 are within the District code for service from the subject pipeline. There was no requirement to extend the pipeline beyond that point. Therefore, the pipeline, as constructed, is consistent with the intent of the AD and with maintaining minimal cost for AD facilities.
3. Question #3 discusses legal elements of the AD documentation. As such, I will confine my comments to the engineering questions and allow others to address this question.
4. Question #4 identifies Parcels U through Z as having elevations not serviceable from the D-I pressure zone, and what the District's plans were to resolve these issues. Parcels U through Z are currently serviced from the D-I pressure zone. Service from the D-I pressure zone is allowed as long as the pressure at the water meter is greater than 40 and 20 psi minimum pressure at the meter location under the average and fire flow service conditions respectively. District staff has field-verified that meters serving Parcels U through Z exceed 40 psi at the water meters under average demand conditions (meters are located along Foxy Flats Road). As a result, these parcels are consistent with the District's water service code. It is the responsibility of the property owner to provide additional facilities on the

customer side of the meter to continue service to the actual location of the home. Therefore, there are no service issues to resolve relative to these parcels.

5. Question #5 discusses parcels 6 through 9 shown on Attachment A. The question addresses the service pressures available to these parcels and how the District would resolve these considerations. Referring to Attachment A, the four parcels in question are bisected by the E-2 pressure zone boundary. As such, the northern portions are within the E-2 pressure zone and the lower portions are in the D-1 pressure zone. Parcels 6, 7 and 9 are currently served from the D-1 water main along the southern edge of each parcel (within McGarry Road). Therefore, the delivery pressure at each parcel's water meter is sufficient to meet the requirements of the District code necessitating 40 and 20 psi minimum pressure at the meter location under the average and fire flow service conditions respectively. It would be the responsibility of the of the property owner to provide additional facilities on the customer side of the meter to continue service to the actual location of the home. It is also noted that the fire flow pressure requirement is located at the fire hydrant, not the home, and the hydrant is located along the southern boundary of these parcels. District staff measured the normal operating pressure at this hydrant for the previously prepared analyses to be approximately 40 to 45 psi. Therefore, the District provided service to these parcels is in accordance with District code requirements.

From Attachment A, it is clear that service to parcels within the AD was properly considered in AD design and past District decisions, and the fact that Parcels C through G are not included in the AD affected the decision process with regard to constructing new facilities. An additional consideration is whether Parcels C through G would be legally allowed to connect to water distribution facilities paid for and constructed through the AD. This question requires legal discussion beyond my area of expertise.

I am available to discuss any questions you might have with regard to this information. We can discuss prior to the next Board meeting, if you wish. However, please feel free to give me a call if you have any questions or require any additional information prior to that meeting.

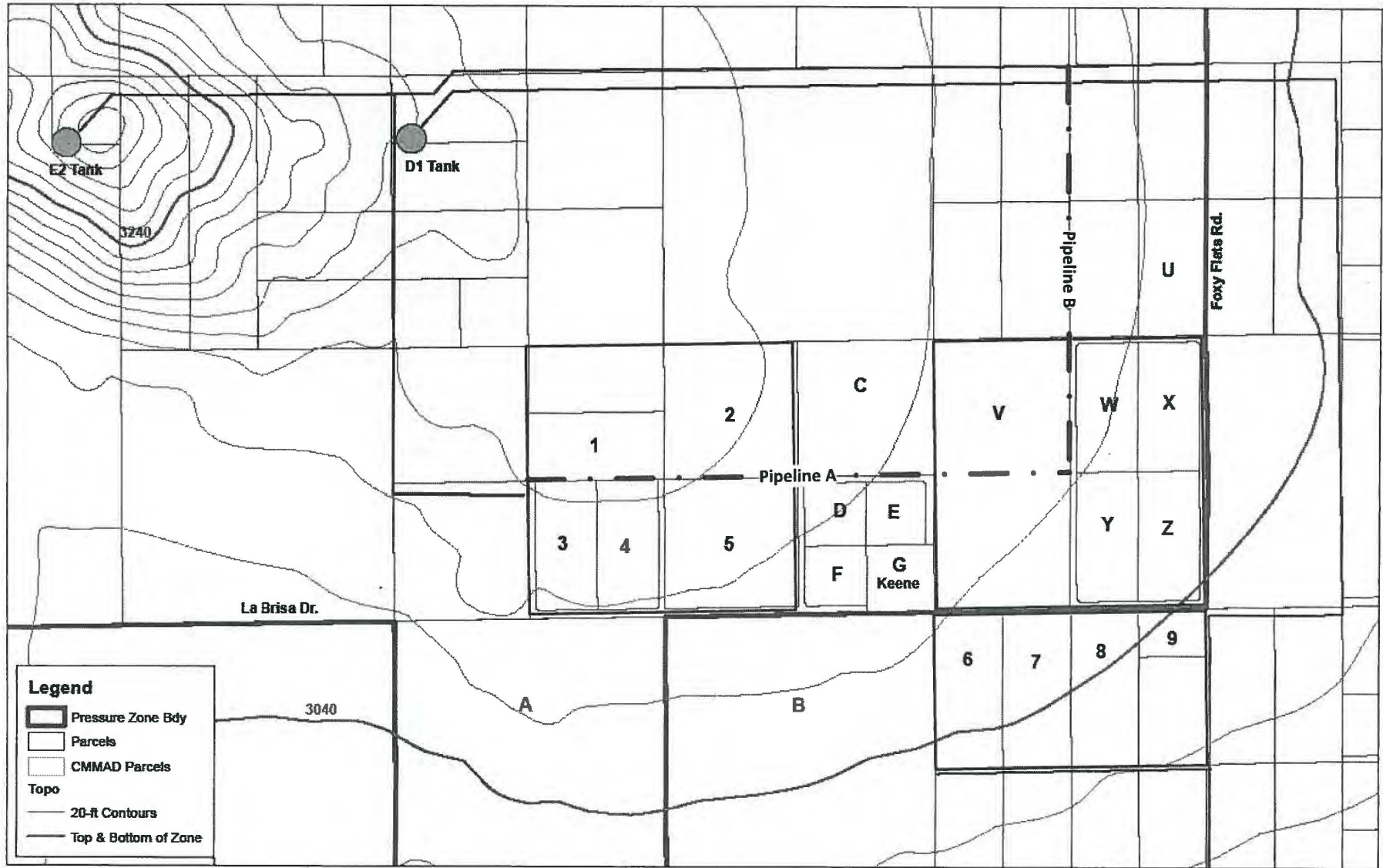
Respectfully Submitted,

**DUDEK**

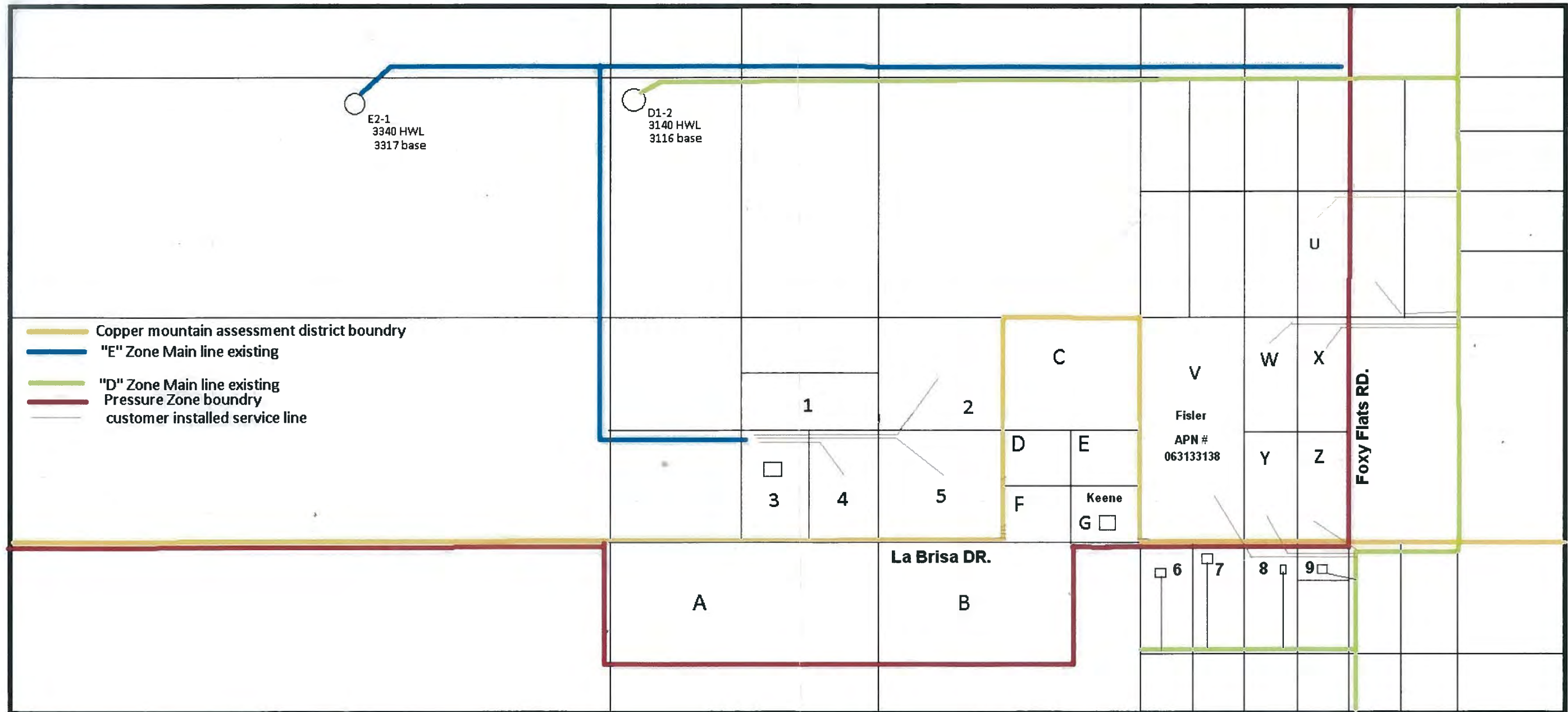


D. Michael Metts, P.E.  
Contract District Engineer

**DUDEK**








JOSHUA BASIN WATER DISTRICT  
MEETING AGENDA REPORT

Meeting of the Board of Directors

January 15, 2014

Report to: President and Members of the Board

Prepared by: Susan Greer 

TOPIC:

PURCHASE AND INSTALLATION OF PLANT AND PLAQUE IN DEMONSTRATION GARDEN

RECOMMENDATION:

Authorize purchase and installation of plant and plaque recognizing outgoing President Luckman's leadership.

ANALYSIS:

New Board President Victoria Fuller would like to honor outgoing Board President Mickey Luckman who represented the compass-style leadership of countless volunteer hours guiding Joshua Basin Water District with a plant and plaque in the demonstration garden and establish an ongoing way to show appreciation for dedication and personal investment. This kind gesture will cost the District less than \$50 and create a permanent remembrance of the leadership that President Luckman demonstrated during her tenure. The District has no other official recognition for our Board President. The gesture will both honor President Luckman and provide a plant replacement needed in the garden.

STRATEGIC PLAN ITEM:

N/A

FISCAL IMPACT:

Less than \$50




JOSHUA BASIN WATER DISTRICT  
MEETING AGENDA REPORT

Meeting of the Board of Directors

January 15, 2014

Report to: President and Members of the Board

Prepared by: Susan Greer 

TOPIC:

AUTHORIZE GENERAL MANAGER TO PROVIDE COMMENTS TO THE COUNTY OF SAN BERNARDINO REGARDING THE PROPOSED SOLAR PROJECT ON ALTA LOMA AND OLYMPIC

RECOMMENDATION:

Authorize General Manager to comment to the County regarding the proposed solar project.

ANALYSIS:

The District received a Planning Project Notice from the County of San Bernardino (attached) regarding a proposed solar project on Alta Loma and Olympic. The project will be a 4.5 megawatt solar power generating facility on a 24 acre site. The notice was received on January 3 and comments are due by January 16.

The District has not been contacted by the developer yet to discuss the project. The land use application questionnaire indicates that the "project will not require water" and also that no grading will be required. After the recent installation of another solar project in our service area that required significant grading and water use, we question those answers.

Counsel and I have an appointment with the County Planner assigned to the project to obtain more information before the Board Meeting. At this point, we object to the project and the short timeframe for comment because the developer has not yet contacted the District. We will have a report on the results of the meeting with the Planner at the Board Meeting.

STRATEGIC PLAN ITEM:

N/A

FISCAL IMPACT:

N/A



**SAN BERNARDINO COUNTY  
LAND USE SERVICES  
PLANNING PROJECT NOTICE**  
385 North Arrowhead Avenue, First Floor, San Bernardino, CA 92415-0182

Referral Date:  
January 02, 2014

**ATTENTION PROPERTY OWNERS**

**Page 1 of 2**

The development proposal listed below has been filed with County Planning. Please comment in the space below. You may attach additional pages as necessary.

Your comments must be received by Planning **no later than January 16, 2014** to be sure that they are included in the final project action. However, comments will be taken up to the time of the project decision. Please refer to this project by the Applicant's name and the Assessor Parcel Number indicated below. If you have no comment, a reply is not necessary. If you have any questions regarding this proposal, please contact **Planner, CHRIS CONNER** at (909) 387-4425, by email at [cconner@lud.sbcounty.gov](mailto:cconner@lud.sbcounty.gov), or mail your comments to the address above. If you wish, you may also FAX your comments to (909) 387-3223.

|                                    |  |   |
|------------------------------------|--|---|
| <b>ASSESSOR PARCEL NUMBER:</b>     | <b>0588-131-02</b>   | <b>(See map below for more information)</b> |
| <b>PROJECT NUMBER:</b>             | <b>P201300559/CF</b>   | <b>* Multiple Parcel Associations *</b>     |
| <b>APPLICANT:</b>                  | <b>CF SBC OWNER ONE LLC</b>  |   |
| <b>LAND USE DISTRICT (ZONING):</b> | <b>JT/RL</b>   |   |
| <b>IN THE COMMUNITY OF:</b>        | <b>JOSHUA TREE/3RD/ SUPERVISORIAL DISTRICT</b>   |   |
| <b>LOCATED AT:</b>                 | <b>SOUTH SIDE OF ALTA LOMA DRIVE, APPROXIMATELY 700' WEST OF OLYMIC ROAD</b>   |   |
| <b>PROPOSAL:</b>                   | <b>CONDITIONAL USE PERMIT TO ESTABLISH A 4.5 MW COMMERCIAL PHOTOVOLTAIC SOLAR POWER GENERATING FACILITY ON A 24 ACRE PORTION OF A 56 ACRE SITE AND A LOT LINE ADJUSTMENT BETWEEN TWO PARCELS TOTALING 56 ACRES</b> |   |

If you want to be notified of the project decision, please print your name clearly and legibly on this form and mail it to the address above along with a self-addressed, stamped envelope. All decisions are subject to an appeal period of ten (10) calendar days after an action is taken.

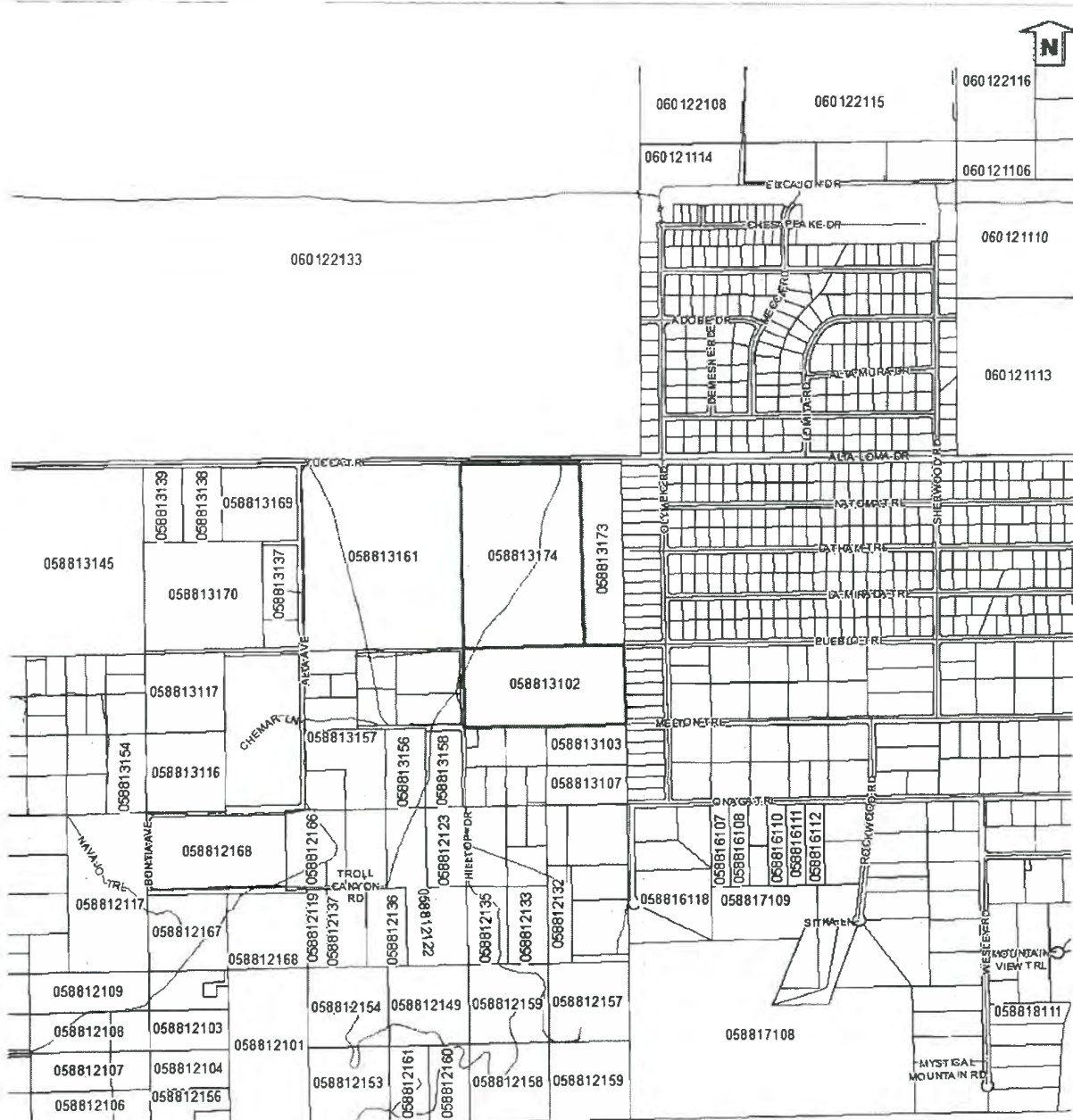
Comments (If you need additional space, please attach additional pages):

VICINITY MAP





PARCEL MAP



P201300571

### LAND USE APPLICATION QUESTIONNAIRE

Complete all sections of this application. Please refer to the checklist contained in the information packet for complete information on submittal requirements. The information furnished in this application will be used in evaluating your project pursuant to the California Environmental Quality Act (CEQA). If you believe an item does not apply to your project, mark it "N/A". Do not leave any blank spaces. If you have any questions about items requested on this form, please call the Customer Service Unit at (909) 387-4131. Please use no more than four lines to answer any question. If more space is needed, use Attachment A on page 5 of this application questionnaire.

APPLICATION TYPE: Conditional Use Permit & Lot Line Adjustment T.T.P.M.#: Not applicable  
[Take "type" from the top of the cover sheet, i.e. "Conditional Use Permit," "Tentative Tract," etc. (if a tentative map is involved include the map number)]

All Assessor's Parcel Numbers (APNs): 0588-131-02, -74

#### Section 1 - Applicant Data

Applicant Name: CF SBC OWNER ONE LLC c/o Stanley Chin  
Firm Name: CF SBC OWNER ONE LLC  
Address: 150 Mathilda Place, Suite 206  
City: Sunnyvale, CA Zip: 94086  
Phone: (408) 338-0813 FAX No.: None E-Mail: bob.jalalpour@cleanfocus.us

#### Section 2 - Property Owner Data (If same as above check )

Property owner(s) of record: See attachment  
Firm Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ FAX No.: \_\_\_\_\_ E-Mail: \_\_\_\_\_

#### Section 3 - Representative Data (If same as above check )

Representative's Name: Jeremy Krout  
Firm Name: EPD Solutions  
Address: 450 Newport Center Drive, Suite 300  
City: Newport Beach, CA Zip: 92660  
Phone: (949) 751-8993 FAX No.: None E-Mail: jeremy@epdsolutionsinc.com

#### Section 4 - Architecture/Engineering Representative Data (If same as above check )

Representative's Name: Arthur V. Ealba  
Firm Name: mpe consulting  
Address: 453 S. Spring St, Suite 1004  
City: Los Angeles, CA Zip: 90013  
Phone: (213) 955-5818 FAX No.: (213) 955-5828 E-Mail: arte@mpeconsulting.com

To be completed by County Staff: Filing Date: 11-18-13 Project No.: \_\_\_\_\_ JCS Project No.: P201300571



**Section 5 – Project Description and Location/Legal Data**

Briefly describe the project and use:

4.5 MW solar photovoltaic power plant on a 56-acre site

Land Use District: JT/RL

Overlay Districts: FS2

Legal Description: Township: 1 South Range: 6 East Section: 4

USGS Quad Name: Joshua Tree South

Location: Community: Joshua Tree Nearest cross street: Olympic Rd

Street name: Alfa Loma Dr. Side of street: South

Site Size (Gross acres or square footage): 56 acres Number of lots: 2

Site Address: Not assigned

Proposed Development Area: 24 ac

Size of Proposed Buildings: No buildings are proposed

Previously approved land use applications for this site: None

Are you filing other land use applications for this site at this time? Yes  No

If yes, please list other application types Lot Line Adjustment

**UTILITIES:**

**Water:** Joshua Basin Water District  
(Name of Provider)

Is the site presently served? Yes  No

If an extension is necessary, how long will it be? No extension required. Project will not require water.

Are any existing or proposed wells within 200 feet from any existing or proposed liquid waste disposal system?

Yes  No  If yes, attach an explanation

If this is a Tentative Map application, how many service connections have already been made to the existing water system? Not applicable

**Sewage Disposal:** Septic? Yes  No  Not applicable  
**Sewer:** \_\_\_\_\_  
(Name of Provider)

Is the site presently served? Yes  No

If an extension is necessary, how long will it be? No extension required. Project will not produce wastewater.

If septic system/leach lines are proposed or existing, attach information showing proposed or existing location and how the size of the sewage disposal area was determined

**Gas:** Southern California Gas Company  
(Name of Provider)

Is the site presently served? Yes  No

If an extension is necessary, how long will it be? No extension is proposed.

**Electricity:** Southern California Edison  
(Name of Provider)

Is the site presently served? Yes  No

If an extension is necessary, how long will it be? To be determined.

**Phone:** AT&T  
(Name of Provider)

Is the site presently served? Yes  No

If an extension is necessary, how long will it be? To be determined.

**Cable TV:** None  
(Name of Provider)

Is the site presently served? Yes  No

If an extension is necessary, how long will it be? No extension is proposed.

### Section 6 - Environmental Setting

Be sure to answer all of the questions. This information is necessary to evaluate the project under the California Environmental Quality Act (CEQA). You must provide additional information for any answers marked "yes" or "uncertain" in a letter of explanation attached to this application.

1. When do you anticipate starting construction? April 2014
2. Will grading be required? Yes  No   
If so, how many cubic yards will be cut? 0 How many cubic yards will be filled? 0
3. Is the project phased? Yes  No   
If yes, describe the phasing: Not applicable
4. If residential, indicate the number of units or lots. Not applicable
5. If commercial, attach information describing the type of commercial activity proposed, along with square footage of sales area, loading facilities, trash enclosures, and hours of operation.
6. If industrial, attach information indicating type of industrial activity proposed, square footage of building, estimated employment per shift, trash enclosures, loading facilities and hours of operation.
7. If institutional, attach information indicating major function, estimated employment per shift, estimated occupancy, loading facilities, trash enclosures and hours of operation.

8. Will the use require truck activity? Yes  No  During construction only: flat bed, freight, gravel end dump, ready mix, equipment transport, service truck  
 If yes, give truck type(s) and number of axles : \_\_\_\_\_  
 What is the gross weight of each vehicle: TBD  
 Number of truck trips per day TBD

|  | <u>YES</u>                          | <u>NO</u>                           | <u>UNCERTAIN</u>         |
|--|-------------------------------------|-------------------------------------|--------------------------|
| 9. Will the project change scenic views or vistas from existing residential areas, public lands or roads?                              | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10. Will there be a change in dust, ash, smoke, fumes or odors in the vicinity of the project?   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 11. Has the site been surveyed for historical, paleontological or archaeological resources?  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| 12. Is the site on filled land or on slope of 10 percent or more?  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 13. Will there be the use or disposal of potentially hazardous materials, such as toxic substances, flammables, or explosives?         | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 14. Will there be a change in lake, stream, or ground water quality or quantity, or alteration of existing drainage patterns?          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 15. Will there be any substantial change in existing noise or vibration levels in the vicinity?  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 16. Will there be a substantial change in demand for public services (police, fire, water, sewage, etc.)?                              | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 17. Has a traffic study been prepared for this site or has the site been included in another traffic study? (Trip generation analysis) | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| 18. Will the project generate significant amounts of solid waste or liter?   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 19. Will the project change any existing features of hills or make substantial alteration of ground contours?                          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 20. Will there be a substantially increase in fossil fuel consumption (electricity, oil, natural gas, etc.)?                           | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 21. Is there a relationship to a larger project or series of projects?   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

22. List any previous environmental documents or technical studies prepared for this site:  
 \_\_\_\_\_

23. Describe the project site, as it exists before project implementation, including information on topography, soil stability, plants and animals, and any cultural, historical, or scenic aspects. On an attachment describe any existing structures on the site, and the use of the structures.

24. On an attachment, describe the surrounding properties, including information on plants and animals and any cultural, historical, or scenic aspects. Indicate the type of land use (residential, commercials, etc.), intensity of land use (single family dwelling(s), apartment houses, shops, department stores, etc.), and scale of development (height, frontage, set-back, rear yard, etc.). Attach photographs of the vicinity.



**Attachment A**

(Please use this form to amplify any answer. Be sure to identify which question is being amplified.)

**QUESTION 23** Describe the project site, as it exists before project implementation, including information on topography, soil stability, plants and animals, and any cultural, historical, or scenic aspects. On an attachment describe any existing structures on the site, and the use of the structures.

The site is vacant and covered with desert vegetation. There are no known past uses of the site, and there are no structures present. The site has a slope of about 5 percent, upward from north to the south. Biological surveys indicate parts of the site could be used by sensitive species; the biological resources assessment for the site provides mitigations to reduce such impacts. There are no known geotechnical or cultural resources impacts associated with the project. The site and its vicinity are not recognized as scenic areas. Joshua Tree National Park is located 2.5 miles to the south.

**QUESTION 24** On an attachment, describe the surrounding properties, including information on plants and animals and any cultural, historical, or scenic aspects. Indicate the type of land use (residential, commercial, etc.), intensity of land use (single family dwellings, apartment houses, shops, department stores, etc.), and scale of development (height, frontage, setback, rear yard, etc.). Attach photographs of the vicinity.

Areas north and west of the site are characterized by open space with desert vegetation. East of the site is a low-density residential community, with single-family homes on lots between 18,000 sq. ft. and 2.5 acres. Residential uses are also present to the south, on somewhat larger lots. The nearest structures to the proposed solar PV installation are about 500 feet to the south and 1,000 feet to the east. Local structures are one or two stories in height, and are generally set back from adjacent parcels and roadways by 35 feet or more. There are no known cultural resources in the vicinity, nor is the area identified as scenic. Various sensitive species, such as desert tortoise, burrowing owl, and plant species, have the potential to occur on local properties.

APPLICATION CERTIFICATE

ALL OWNERS OF RECORD MUST SIGN THIS CERTIFICATE: (Attach it to the application)

List Assessor's Parcel Number(s) of the project property: 0588-131-02

List Assessor's Parcel Number(s) of all property contiguous to the project property, which is owned or beneficially controlled by the individual(s) signing this Certificate: If there are no contiguous properties under the same ownership, STATE "NONE"—do not leave blank. NONE

The undersigned owner(s) or officer(s) in the organization owning the lands for which this application is made, states that he/she is aware that the application is being filed with the San Bernardino County Planning Division, and certifies under penalty of perjury that the County applications forms have not been altered and that the information contained in this application is true and correct. I (We) acknowledge that additional materials may be necessary to provide to the Planning Division once the preliminary review of the specifics of the project has been initiated. I (We) further agree that if any information contained in this application proves to be false or incorrect, the County of San Bernardino and any special purpose or taxing district affected thereby are and shall be released from any liability incurred if a certificate of compliance is or has been issued on basis of this application. I understand that under such circumstances any such certificate shall be null and void and shall be returned to the County for cancellation.

The applicant/owner/developer agrees to pay all accumulated charges for this project, if this is an actual cost application. Your project will not be approved, finalized, or vested until all charges are paid in full. If attempts to collect any outstanding funds are unsuccessful, your project will be closed and the account sent to collections. County will make every effort to stop work and notify the applicant before proceeding and placing a project into deficit.

For any type of application, the applicant also agrees to defend, indemnify and hold harmless the County, its agents, officers and employees from any claim, action or proceeding attacking or seeking to set aside, void or annul the approval of all or part of the matters applied for, or any other claim, action or proceeding relating to or arising out of such approval. This requirement includes the obligation to reimburse the County, its agents, officers and employees for any court costs or attorney fees which the County, its agents, officers or employees are required by a court to pay as a result of such claim, action or proceeding. The County agrees to notify the applicant of any such claim, action or proceeding promptly after the County becomes aware of it. The County agrees to cooperate in the defense provided by the applicant. The County may, at its own expense, participate in the defense of the claim, action or proceeding, but such participation will not relieve the applicant of applicant's defense and indemnification obligations.

Any persons signing with Power of Attorney for others must print the names of those individuals in the signature block and attach a notarized copy of the Power of attorney.

CF SBC OWNER ONE LLC c/o Stanley Chin

(Print) (APPLICANT OR LEGAL AGENT)

Signature

Date 11/6/13

REGISTRATION NO. (IF R.C.E. OR LICENSED LAND SURVEYOR)

Peter E. Wellington

(Print) (OWNER(S) OF RECORD)\*

Signature

Date

Ann Elizabeth Wellington

Signature

Date 11/9/2013

(Print) (OWNER(S) OF RECORD)\*

Signature

Date

(Print) (OWNER(S) OF RECORD)\*

Signature

Date

\*If property is owned by corporation, partnership or other group signee should indicate corporate position or title and submit substantiating documentation (e.g. incorporation certificate).

APPLICATION CERTIFICATE

ALL OWNERS OF RECORD MUST SIGN THIS CERTIFICATE: (Attach it to the application)

List Assessor's Parcel Number(s) of the project property: 0588-131-02

List Assessor's Parcel Number(s) of all property contiguous to the project property, which is owned or beneficially controlled by the individual(s) signing this Certificate: If there are no contiguous properties under the same ownership, STATE "NONE"—do not leave blank. NONE

The undersigned owner(s) or officer(s) in the organization owning the lands for which this application is made, states that he/she is aware that the application is being filed with the San Bernardino County Planning Division, and certifies under penalty of perjury that the County applications forms have not been altered and that the information contained in this application is true and correct. I (We) acknowledge that additional materials may be necessary to provide to the Planning Division once the preliminary review of the specifics of the project has been initiated. I (We) further agree that if any information contained in this application proves to be false or incorrect, the County of San Bernardino and any special purpose or taxing district affected thereby are and shall be released from any liability incurred if a certificate of compliance is or has been issued on basis of this application. I understand that under such circumstances any such certificate shall be null and void and shall be returned to the County for cancellation.

The applicant/owner/developer agrees to pay all accumulated charges for this project, if this is an actual cost application. Your project will not be approved, finalized, or vested until all charges are paid in full. If attempts to collect any outstanding funds are unsuccessful, your project will be closed and the account sent to collections. County will make every effort to stop work and notify the applicant before proceeding and placing a project into deficit.

For any type of application, the applicant also agrees to defend, indemnify and hold harmless the County, its agents, officers and employees from any claim, action or proceeding attacking or seeking to set aside, void or annul the approval of all or part of the matters applied for, or any other claim, action or proceeding relating to or arising out of such approval. This requirement includes the obligation to reimburse the County, its agents, officers and employees for any court costs or attorney fees which the County, its agents, officers or employees are required by a court to pay as a result of such claim, action or proceeding. The County agrees to notify the applicant of any such claim, action or proceeding promptly after the County becomes aware of it. The County agrees to cooperate in the defense provided by the applicant. The County may, at its own expense, participate in the defense of the claim, action or proceeding, but such participation will not relieve the applicant of applicant's defense and indemnification obligations.

Any persons signing with Power of Attorney for others must print the names of those individuals in the signature block and attach a notarized copy of the Power of attorney.

CF SBC OWNER ONE LLC c/o Stanley Chin

(Print) (APPLICANT OR LEGAL AGENT)

Signature

Date

REGISTRATION NO. (IF R.C.E. OR LICENSED LAND SURVEYOR)

Peter E. Wellington

Peter E. Wellington 14 Nov. 2013

(Print) (OWNER(S) OF RECORD)\*

Signature

Date

Ann Elizabeth Wellington

(Print) (OWNER(S) OF RECORD)\*

Signature

Date

(Print) (OWNER(S) OF RECORD)\*

Signature

Date

\*If property is owned by corporation, partnership or other group signee should indicate corporate position or title and submit substantiating documentation (e.g. incorporation certificate).

APPLICATION CERTIFICATE

ALL OWNERS OF RECORD MUST SIGN THIS CERTIFICATE: (Attach it to the application)

List Assessor's Parcel Number(s) of the project property: 0588-131-74

List Assessor's Parcel Number(s) of all property contiguous to the project property, which is owned or beneficially controlled by the individual(s) signing this Certificate: If there are no contiguous properties under the same ownership, STATE "NONE"—do not leave blank. NONE

The undersigned owner(s) or officer(s) in the organization owning the lands for which this application is made, states that he/she is aware that the application is being filed with the San Bernardino County Planning Division, and certifies under penalty of perjury that the County applications forms have not been altered and that the information contained in this application is true and correct. I (We) acknowledge that additional materials may be necessary to provide to the Planning Division once the preliminary review of the specifics of the project has been initiated. I (We) further agree that if any information contained in this application proves to be false or incorrect, the County of San Bernardino and any special purpose or taxing district affected thereby are and shall be released from any liability incurred if a certificate of compliance is or has been issued on basis of this application. I understand that under such circumstances any such certificate shall be null and void and shall be returned to the County for cancellation.

The applicant/owner/developer agrees to pay all accumulated charges for this project, if this is an actual cost application. Your project will not be approved, finalized, or vested until all charges are paid in full. If attempts to collect any outstanding funds are unsuccessful, your project will be closed and the account sent to collections. County will make every effort to stop work and notify the applicant before proceeding and placing a project into deficit.

For any type of application, the applicant also agrees to defend, indemnify and hold harmless the County, its agents, officers and employees from any claim, action or proceeding attacking or seeking to set aside, void or annul the approval of all or part of the matters applied for, or any other claim, action or proceeding relating to or arising out of such approval. This requirement includes the obligation to reimburse the County, its agents, officers and employees for any court costs or attorney fees which the County, its agents, officers or employees are required by a court to pay as a result of such claim, action or proceeding. The County agrees to notify the applicant of any such claim, action or proceeding promptly after the County becomes aware of it. The County agrees to cooperate in the defense provided by the applicant. The County may, at its own expense, participate in the defense of the claim, action or proceeding, but such participation will not relieve the applicant of applicant's defense and indemnification obligations.

Any persons signing with Power of Attorney for others must print the names of those individuals in the signature block and attach a notarized copy of the Power of attorney.

CF SBC OWNER ONE LLC c/o Stanley Chin
(Print) (APPLICANT OR LEGAL AGENT)
Signature: [Handwritten Signature] Date: 11/6/13

REGISTRATION NO. (IF R.C.E. OR LICENSED LAND SURVEYOR)
CORONUS ENERGY CORP. c/o Sam Wu
(Print) (OWNER(S) OF RECORD)\*
Signature: [Handwritten Signature] Date: 11/6/13

(Print) (OWNER(S) OF RECORD)\*
Signature
Date

(Print) (OWNER(S) OF RECORD)\*
Signature
Date

\*If property is owned by corporation, partnership or other group signee should indicate corporate position or title and submit substantiating documentation (e.g. incorporation certificate).



## Yucca Valley East

Solar PV Project

Property Owners:

0588-131-02

Property owner of record: Peter E. Wellington and Ann Elizabeth Wellington

Firm name: n/a

Address: P.O. Box 568

City: Glen Ellen, CA ZIP: 95442-0568

Phone: None Fax No.: None Email: None

0588-131-74

Property owner of record: Coronus Energy Corp.

Firm name: c/o Sam Wu, Redwood Solar Development LLC

Address: 8275 S. Eastern Ave., Suite 200-548

City: Las Vegas, NV ZIP: 89123

Phone: (408) 306-6004 Fax No.: None Email: None