

President
Tom Floen

VP
Stacy Doolittle

Directors
Jane Jarlsberg
Tomas Short
David Fick

**General
Manager**
Sarah Johnson

Legal Counsel
Jeff Hoskinson



REGULAR MEETING AGENDA OF THE BOARD OF DIRECTORS

Wednesday, January 17, 2024, at 5:30 p.m.

MEETINGS ARE HELD IN PERSON AT 61750 CHOLLITA RD., JOSHUA TREE, CA 92252

REMOTE ACCESS IS AVAILABLE FOR THE CONVENIENCE OF THE PUBLIC

CLICK TO JOIN VIRTUALLY: [ZOOM LINK](#)

CALL TO JOIN BY PHONE: (669) 444-9171

MEETING ID: 872 8707 9239

PASSCODE: 61750

MISSION, VISION, AND VALUES

Mission Statement

To provide, protect, and maintain Joshua Tree's water - our vital community resource.

Vision Statement

To achieve excellence in all District endeavors.

Values

The community of Joshua Tree has entrusted the Board of Directors and employees of Joshua Basin Water District with its most valuable natural resource, its groundwater. As stewards of the community water supply, we oversee this critical natural resource to ensure current and future water reliability. Dedicated to this purpose, we embrace these important values:

- **Integrity** – To consistently earn our customers' trust by prioritizing the needs of the community... doing the right thing for the right reason.
- **Transparency** – To openly and honestly share information about our operations with the public.
- **Respect** – To treat the residents of Joshua Tree, and all those contacted in the course of business, with high esteem and regard.
- **Fiscal Responsibility** – To manage all resources as if they were our own, whether revenues, assets, or water supply, in a conscientious and appropriate manner.
- **Accountability** – To take responsibility for our decisions and actions in managing this essential resource.

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

2. DETERMINATION OF A QUORUM

Consideration of Board Member requests for remote participation.

3. APPROVAL OF AGENDA

4. PUBLIC COMMENT

This designated time is for members of the public to provide comments on any District related matter, whether appearing on the agenda or not. Under the provisions of the Brown Act, the Board is prohibited from taking action on items not listed on the agenda. At the discretion of the Board President, comments on a particular agenda item may be deferred until that item is heard. Please state your name and limit your comments to 3 minutes.

5. CONSENT CALENDAR

Consent calendar items are expected to be routine and non-controversial, to be acted upon by the Board at one time, without discussion. If a board member would like an item to be handled separately, it will be removed from the Consent Agenda for separate action.

A. DRAFT MINUTES – 12.20.2023

B. CHECK REGISTER – NOVEMBER 2023

6. ITEM(S) PULLED FROM CONSENT CALENDAR FOR DISCUSSION

7. PRESENTATIONS

For informational purposes only. No action is to be taken.

A. CUSTOMER SUPPORT PRESENTATION

PRESENTED BY: DAVID SHOOK, DIRECTOR OF ADMINISTRATION

B. RATE SCENARIO ANALYSIS

PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE

8. ACTION CALENDAR

A. DESIGN RFP FOR E-2-1 RESERVOIR REFURBISHMENT PROJECT

PRESENTED BY: JEREMIAH NAZARIO, INTERIM DIRECTOR OF OPERATIONS

RECOMMENDED ACTION: RECOMMEND THE BOARD APPROVE THE ARDURRA REQUEST FOR PROPOSAL AS PRESENTED

B. 1ST FISCAL QUARTER ENDING 9/30/23 FINANCIAL REPORT

PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE

RECOMMENDED ACTION: RECEIVE REPORT, ASK QUESTIONS, AND APPROVE

9. REPORTS AND COMMENTS

For informational purposes only on subjects not covered by the agenda. No action is to be taken. The Board may provide staff with requests for future agenda items.

A. DIRECTORS REPORTS

B. GENERAL MANAGER REPORT

10. ADJOURNMENT

CALENDAR REMINDER - FUTURE DIRECTOR MEETINGS	DATE	TIME	ATTENDEE(S)
ASBCSD – DINNER MEETING	01.22.24	6:00PM	JARLSBERG
MWA – BOARD MEETING	01.25.24	9:30AM	SHORT
JBWD – REGULAR BOARD MEETING	02.07.24	5:30PM	ALL

MEETING INFORMATION

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

Availability of agenda materials: Materials related to any item on this Agenda submitted to the District Board of Directors or Committee Members after distribution of the agenda packet are available for public inspection at the District’s office, 61750 Chollita Road, Joshua Tree, CA 92252, during normal business hours. All documents supporting this agenda are available on the District website www.jbwd.com, subject to the staff’s availability to post the documents before the meeting.

Reasonable Accommodation: Any person with a disability who requires accommodation to view the agenda or to participate in the public comment portion of the Board meeting, should direct such requests to Lisa Thompson, Executive Assistant, at 760-366-8438. Please allow three business days for your request to be processed. Requests must be received at least seventy-two (72) hours before the scheduled meeting.

Disruptive Conduct: If any meeting of the District is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, a meeting may be recessed or the person or persons willfully disrupting the meeting may be ordered to leave the meeting. Disruptive conduct includes addressing the Board or Committee without first being recognized, not addressing the subject before the Board or Committee, repetitively addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board or Committee from conducting its meeting in an orderly manner. Your cooperation is appreciated.

MEETING MINUTES



REGULAR MEETING OF THE BOARD OF DIRECTORS DECEMBER 20, 2023, 5:30 PM

AGENDA ITEMS

1. CALL TO ORDER

President Floen called the meeting to order at: 5:30 p.m.

2. DETERMINATION OF A QUORUM & ATTENDANCE

Board Members Present: President Floen, VP Doolittle, Director Jarlsberg, Director Short, Director Fick

Staff Present: General Manager Johnson, Director of Finance Roman, Interim Director of Operation Nazario, Customer Support Specialist Paulino

Consultant(s) Present: Kathleen Radnich, Public Outreach Consultant, Nicolle Falcis, Legal Counsel, Jonathan Abadesco, CJ & Brown

Citizens Advisory Council Member(s) Present: Vice Chair Fred Jaross

3. APPROVAL OF THE AGENDA

Director Short made a motion to approve the agenda, seconded by Director Jarlsberg, and approved by the following vote.

1 st / 2 nd	Short / Jarlsberg
Ayes:	Floen, Doolittle, Jarlsberg, Short, and Fick
Noes:	None
Abstain:	None
Absent:	None

4. PUBLIC COMMENT

None

5. CONSENT CALENDAR

- A. DRAFT MINUTES – 12.6.2023
- B. CHECK REGISTER - OCTOBER 2023

Director Short made a motion to approve the consent calendar, seconded by Vice President Doolittle approved by the following vote.

1 st / 2 nd	Short/ Doolittle
Ayes:	Floen, Doolittle, Jarlsberg, Short, and Fick
Noes:	None
Abstain:	None
Absent:	None

6. ITEMS PULLED FROM CONSENT CALENDAR FOR DISCUSSION - None

7. PRESENTATIONS - For informational purposes only. No action was taken.

**A. DISTRICT'S 60TH ANNIVERSARY RECOGNITION
PRESENTED BY: SARAH JOHNSON, GENERAL MANAGER**

The board celebrated the District's 60th anniversary, and San Bernardino County Supervisor Dawn Rowe presented a County Resolution congratulating and honoring the District for this milestone. Marina West, representing the Mojave Water Agency, announced a proclamation in honor of the occasion. Kathleen Radnich, Public Outreach Consultant, gave a presentation on the District's history and achievements over the past 60 years.

The meeting paused at 5:49 pm to celebrate. The meeting was back in session at 6:06 pm.

8. ACTION CALENDAR

**A. 2022/2023 AUDITED FINANCIAL STATEMENTS
PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE
RECOMMENDED ACTION: RECEIVE REPORT, ASK QUESTIONS, AND APPROVE**

Director of Finance, Anne Roman introduced Auditor Jonathan Abadesco from CJ & Brown, who presented the 2022/2023 Audited Financial Statements to the Finance Committee. Auditor Abadesco reported no fraud and confirmed effective controls and compliance with accounting principles. Abadesco commented that the district is in better shape and credited this to General Manager Sarah Johnson's efforts. Abadesco praised the district's fiscal management and the work of Director of Finance Roman. Roman highlighted plans to distribute the approved audit for transparency to the bank, state controller, and website.

Director Jarlsberg made a motion to approve the 2022/2023 Audited Financial Statements, seconded by Director Short, and approved by the following vote.

1 st / 2 nd	Jarlsberg /Short
Ayes:	Floen, Doolittle, Jarlsberg, Short, and Fick
Noes:	None
Abstain:	None
Absent:	None

**B. ELECTION OF OFFICERS FOR 2024
PRESENTED BY: SARAH JOHNSON, GENERAL MANAGER
RECOMMENDED ACTION: BOARD TO NOMINATE AND ELECT A PRESIDENT AND A VICE-PRESIDENT FOR 2024. OFFICERS ARE TO TAKE THEIR NEW POSITIONS IMMEDIATELY.**

The Board elected officers for 2024. Vice President Doolittle made a motion to nominate President Floen as President, seconded by Director Fick, and approved by the following vote.

1 st / 2 nd	Doolittle/ Fick
Ayes:	Floen, Doolittle, Jarlsberg, Short, and Fick
Noes:	None
Abstain:	None
Absent:	None

President Floen made a motion to nominate Vice President Doolittle as Vice President, seconded by Director Short, and approved by the following vote.

1st/ 2nd Floen/Short
Ayes: Floen, Doolittle, Jarlsberg, Short, and Fick
Noes: None
Abstain: None
Absent: None

A. REPORTS AND COMMENTS

President Floen

- President Floen attended the Finance Committee and Morongo Basin Pipeline Commission meeting on December 13th.
- Floen attended the Mojave Water Agency meeting on December 14th with Vice President Doolittle.
- Floen mentioned that the Hi-Desert Water District contributed to the Reche Rd recharge project by using their equipment. Floen shared that Bob Stadum, who sits on the board of the Morongo Basin Pipeline Commission, mentioned to him that HDWD is interested in utilizing the water storage as they currently do not have enough capacity in their own facilities.
- Floen reported that a previous board member of the Morongo Basin Pipeline graded his road. This gentleman used to be the president of the board and now donated his time to serving the community. Floen mentioned that over the 60 years, dozens of people have given back to the community, continuing a long-standing tradition of pursuing excellence.
- Floen mentioned that he is forming an Ad Hoc Committee for the General Manager's performance evaluation that will include himself and Vice President Doolittle.

Vice President Doolittle

- Vice President Doolittle suggested using the titles of the directors rather than board members on the new business cards.
- Doolittle attended the Mojave Water Agency board meeting on December 14th and rode with President Floen. Doolittle learned about MWA being awarded a contract for designing recharge basins, one is off Reche Rd and the other in Lucerne Valley.
- Doolittle learned at MWA about managing employee pay schedules and water transfer with Kings County.

Director Jarlsberg

- Director Jarlsberg commented on the public outreach report in the last board meeting minutes, highlighting many achievements.
- Jarlsberg expressed her gratitude to Radnich.
- Jarlsberg recommended adding page numbers to the financial reports mentioned in the agenda.
- Jarlsberg recommended changing the new business card titles from board member to actual director titles.

Director Short

- Director Short attended the Finance Committee on December 13th.

Director Fick

- Director Fick commented that he is still interested in the Class Investment versus LAIF.
- Fick commented it would be interesting to know how many Short-Term Rentals are in the district by identifying billing addresses outside the district.

General Manager Report

Johnson reported on the following:

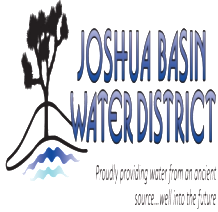
- Last week, we held a successful employee appreciation party, which helped new staff get to know each other.
- Johnson thanked Dani Paulino, Customer Support Specialist, for volunteering to help run the board meeting in Executive Assistant Lisa Thompson's absence.
- Water recharge will be completed by 12/22/24, which is ahead of schedule.
- Accomplishments for 2023: water and rate study, two major pipeline projects, saloon project, meter replacement project, hired eight new employees, paving project at the shop, new security gates at the shop, and well 14
- Challenges coming up in 2024: Chromium 6, Lead & Copper Rule, Conservation issues, and over 70 regulatory compliance reports
- The district finished a very successful year in 2023. Johnson expressed gratitude to her team and the board of directors for their leadership.

B. ADJOURNMENT

On motion by Director Short, seconded by Vice President Doolittle and approved by the Board, the meeting was adjourned at: 7:33 p.m.

Respectfully submitted,

Sarah Johnson, General Manager & Board Secretary



Joshua Basin Water District

Check Report

By Vendor DBA Name

Date Range: 11/01/2023 - 11/30/2023

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP Cash						
000501	**Void**	11/01/2023	Regular	0.00	0.00	65819
000501	ACWA JPIA	11/01/2023	Regular	0.00	88,550.00	65789
JPIA100123	Invoice	11/01/2023	AUTO & GENERAL LIABILITY 10/2023 - 10/2024	0.00	88,550.00	
000501	ACWA JPIA	11/15/2023	Regular	0.00	32,142.52	65839
0701071	Invoice	11/15/2023	EE HEALTH BENEFIT & EAP - 12/2023	0.00	32,142.52	
000501	ACWA JPIA	11/15/2023	Regular	0.00	20,045.66	65840
JPIA111423	Invoice	11/15/2023	WORKERS COMP 07/2023 - 09/2023	0.00	20,045.66	
013998	AMAZON CAPITAL SERVICES INC	11/15/2023	Regular	0.00	8,953.47	65841
13DT-6GJX-3W6X	Invoice	11/15/2023	OFFICE SUPPLIES	0.00	1,171.16	
14TW-XM73-93PR	Invoice	11/15/2023	CONCRETE MIXER SUPP/SAFETY EXP/VEHICLE MAINT	0.00	7,882.53	
1YJQ-XMNL-4DR6	Credit Memo	11/15/2023	CREDIT: VEHICLE MAINTENANCE: V40 & V41	0.00	-100.22	
000950	ASSOCIATION OF THE SB CO SPEC DISTRICTS	11/01/2023	Regular	0.00	120.00	65790
0244	Invoice	11/01/2023	MONTHLY DINNER 09/18/23: FICK, SHORT & DOOLITTLE	0.00	120.00	
013863	ATKINSON ANDELSON LOYA RUUD AND ROMO	11/01/2023	Regular	0.00	6,258.21	65791
694336	Invoice	11/01/2023	LABOR LEGAL SERVICES - 09/2023	0.00	454.65	
694337	Invoice	11/01/2023	LEGAL SERVICES - 09/2023	0.00	5,803.56	
001630	ATT MOBILITY	11/15/2023	Manual	0.00	2,040.55	902363
829480028X110...	Invoice	11/15/2023	COMMUNICATIONS - 10/2023	0.00	2,040.55	
000214	BABCOCK LABORATORIES INC	11/01/2023	Regular	0.00	2,404.41	65792
CJ31028-2287	Invoice	11/01/2023	SAMPLING	0.00	72.76	
CJ31414-2287	Invoice	11/01/2023	SAMPLING	0.00	269.64	
CJ31525-2287	Invoice	11/01/2023	HDMC WWTP - SAMPLING	0.00	255.97	
CJ31528-2287	Invoice	11/01/2023	HDMC WWTP - SAMPLING	0.00	368.03	
CJ31771-2287	Invoice	11/01/2023	SAMPLING	0.00	109.14	
CJ31907-2287	Invoice	11/01/2023	HDMC WWTP - SAMPLING	0.00	552.09	
CJ31919-2287	Invoice	11/01/2023	SAMPLING	0.00	109.14	
CJ32046-2287	Invoice	11/01/2023	HDMC WWTP - SAMPLING	0.00	411.67	
CJ32089-2287	Invoice	11/01/2023	HDMC WWTP - SAMPLING	0.00	255.97	
000214	BABCOCK LABORATORIES INC	11/15/2023	Regular	0.00	769.52	65842
CK30090-2287	Invoice	11/15/2023	SAMPLING	0.00	72.76	
CK30277-2287	Invoice	11/15/2023	SAMPLING	0.00	36.38	
CK30324-2287	Invoice	11/15/2023	HDMC WWTP - SAMPLING	0.00	368.03	
CK30401-2287	Invoice	11/15/2023	SAMPLING	0.00	36.38	
CK30573-2287	Invoice	11/15/2023	HDMC WWTP - SAMPLING	0.00	255.97	
004110	BURRTEC WASTE AND RECYCLING SVCS	11/01/2023	Manual	0.00	162.03	902352
BW1123	Invoice	11/01/2023	TRASH & RECYCLING (OFFICE) - 11/2023	0.00	162.03	
004110	BURRTEC WASTE AND RECYCLING SVCS	11/15/2023	Manual	0.00	430.64	902360
BW103123	Invoice	11/15/2023	TRASH REMOVAL (SHOP) - 10/2023	0.00	430.64	
000229	C AND S ELECTRIC	11/15/2023	Regular	0.00	150.00	65849
3802	Invoice	11/15/2023	REPAIR OF E2-1 BOOSTER STATION	0.00	150.00	
013941	CALIFORNIA SPECIAL DISTRICT ASSOCIATION	11/01/2023	Regular	0.00	9,000.00	65793
CSDA100123	Invoice	11/01/2023	2024 CSDA MEMBERSHIP RENEWAL	0.00	9,000.00	

Check Report

Date Range: 11/01/2023 - 11/30/2023

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
001517 PPE 11-17-23	CalPERS Invoice	11/21/2023	11/21/2023 PAY PERIOD ENDING 11/17/23	Manual	0.00 0.00	15,268.67 15,268.67	902366
001517 PPE 11-3-23	CalPERS Invoice	11/17/2023	11/17/2023 PAY PERIOD ENDING 11/3/23	Manual	0.00 0.00	15,248.43 15,248.43	902382
013889 7430	CARL OTTESONS CERTIFIED Invoice	BACKFLOW TESTING 11/15/2023	11/15/2023 CROSS CONNECTION CONSULTING - 11/2023	Regular	0.00 0.00	500.00 500.00	65843
001555 231102252101	CENTRATEL LLC Invoice	11/15/2023	11/15/2023 DISPATCH SERVICES - 10/2023	Regular	0.00 0.00	643.64 643.64	65844
000510 116905701110123	CHARTER COMMUNICATIONS Invoice	11/15/2023	11/15/2023 INTERNET SERVICES - 11/2023	Regular	0.00 0.00	550.00 550.00	65845
000510 0008970102223	CHARTER COMMUNICATIONS Invoice	11/01/2023	11/01/2023 SCADA INTERNET - 11/2023	Manual	0.00 0.00	377.88 377.88	902351
014052 CJBC103123	CJ BROWN AND COMPANY CPAS - AN ACCOUN Invoice	11/15/2023	11/15/2023 FINANCIAL AUDIT 22/23 - 10/2023	Regular	0.00 0.00	9,767.00 9,767.00	65846
000237 39905611005872	COLONIAL LIFE AND ACCIDENT INSURANCE CO Invoice	11/01/2023	11/01/2023 EE LIFE INSURANCE - 10/2023	Manual	0.00 0.00	766.30 766.30	902353
000112 23100003	COPPER MOUNTAIN MEDIA KXCM FM Invoice	11/15/2023	11/15/2023 ADVERTISING: WATER CONSERVATION MEDIA	Regular	0.00 0.00	600.00 600.00	65847
013373 T333502 T453692 T681688 T697606 T704502 T751879 T751893	CORE AND MAIN LP Invoice Invoice Invoice Invoice Invoice Invoice Invoice	11/01/2023 11/01/2023 11/01/2023 11/01/2023 11/01/2023 11/01/2023 11/01/2023	11/01/2023 TILFORD PH2 INSTALL SUPPLIES INVENTORY TILFORD PH2 INSTALL SUPPLIES MAINLINE/LEAK REPAIR SUPPLIES TILFORD PH2 INSTALL SUPPLIES MAINLINE/LEAK REPAIR SUPPLIES TILFORD PH2 INSTALL SUPPLIES	Regular	0.00 0.00 0.00 0.00 0.00 0.00 0.00	16,340.69 1,422.30 3,945.05 3,786.91 1,681.98 2,356.36 1,168.01 1,980.08	65794
013373 T074218 T760253 T841741 T863959	CORE AND MAIN LP Invoice Invoice Invoice Invoice	11/15/2023 11/15/2023 11/15/2023 11/15/2023	11/15/2023 MAINLINE/LEAK REPAIR SUPPLIES MAINLINE/LEAK REPAIR SUPPLIES MAINLINE/LEAK REPAIR SUPPLIES WELL 14 INJECT UPGR & MIOX CL2 SUPPLIES	Regular	0.00 0.00 0.00 0.00	2,816.02 1,209.47 426.69 498.23 681.63	65848
014086 598900	D AND H WATER SYSTEMS INC Invoice	11/01/2023	11/01/2023 FLOWMETER @ WELL 16	Regular	0.00 0.00	2,791.81 2,791.81	65795
014064 INV00274131	DIGIUM CLOUD SERVICE Invoice	11/15/2023	11/15/2023 DIGIUM - 11/2023	Regular	0.00 0.00	746.64 746.64	65868
013928 52445	DIRTY BOYS DESIGNZ Invoice	11/15/2023	11/15/2023 UNIFORMS	Regular	0.00 0.00	198.00 198.00	65854
002822 L1043987536	EMPLOYMENT DEVELOPMENT DEPT Invoice	11/01/2023	11/01/2023 UNEMPLOYMENT INSURANCE	Manual	0.00 0.00	4,050.00 4,050.00	902364
000156 2300129 2300130	FORSHOCK Invoice Invoice	11/15/2023 11/15/2023	11/15/2023 MONTHLY SCADA MONITORING - 11/2023 MONTHLY SCADA MONITORING - 11/2023	Regular	0.00 0.00 0.00	243.00 38.00 205.00	65862
013222 FC1123	FRONTIER COMMUNICATIONS INC Invoice	11/15/2023	11/15/2023 HDMC WWTP - TELEPHONE - 11/2023	Regular	0.00 0.00	223.14 223.14	65850
000058 10758038	GARDA CL WEST INC Invoice	11/01/2023	11/01/2023 COURIER FEES - 11/2023	Regular	0.00 0.00	1,047.73 1,047.73	65796

Check Report

Date Range: 11/01/2023 - 11/30/2023

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
004018 13791313	HACH COMPANY Invoice	11/01/2023	11/01/2023 WATER TREATMENT SUPPLIES	Regular	0.00 0.00	502.12 502.12	65797
013802 926091	HASA INC Invoice	11/01/2023	11/01/2023 WATER TREATMENT EXPENSE	Regular	0.00 0.00	897.14 897.14	65798
013199 2023-04009 2023-04010	HI DESERT CULTURAL CENTER Invoice Invoice	11/15/2023 11/15/2023	11/15/2023 ADVERTISING: WATER CONSERVATION MEDIA ADVERTISING: WATER CONSERVATION MEDIA	Regular	0.00 0.00 0.00	1,500.00 1,000.00 500.00	65852
014050 53001	HI DESERT STAR THE DESERT TRAIL Invoice	11/15/2023	11/15/2023 ADVERTISING: WATER CONSERVATION MEDIA	Regular	0.00 0.00	260.00 260.00	65851
004195 HD1023	HOME DEPOT CREDIT SERVICES Invoice	11/15/2023	11/15/2023 E2-1/AUTO GATES/WELL 14 MIOX/SMALL TOOLS	Manual	0.00 0.00	2,279.80 2,279.80	902365
014092 HF181904	HOOVER FENCE CO Invoice	11/01/2023	11/01/2023 3 CANTILEVER AUTO GATES	Regular	0.00 0.00	20,069.14 20,069.14	65799
013797 249917	INFOSEND INC Invoice	11/15/2023	11/15/2023 PRINT & MAIL WATER BILL - 10/2023	Regular	0.00 0.00	3,606.68 3,606.68	65853
013989 1031	IRIDIUM SOLUTIONS Invoice	11/15/2023	11/15/2023 CONSULTING SERVICES - 10/2023	Regular	0.00 0.00	6,925.00 6,925.00	65867
014094 JED110823	JOHN EDWARD DUFFY & LAURA M DUFFY Invoice	11/15/2023	11/15/2023 STANDBY REFUND - APN 0603-252-20	Regular	0.00 0.00	67.35 67.35	65855
009054 23-1022-1 23-1029-1	KATHLEEN J RADNICH Invoice Invoice	11/01/2023 11/01/2023	11/01/2023 PUBLIC RELATIONS SERVICES PUBLIC RELATIONS SERVICES	Regular	0.00 0.00 0.00	1,354.50 703.50 651.00	65800
009054 23-1105-1 23-1112-1	KATHLEEN J RADNICH Invoice Invoice	11/15/2023 11/15/2023	11/15/2023 PUBLIC RELATIONS SERVICES PUBLIC RELATIONS SERVICES	Regular	0.00 0.00 0.00	1,144.50 661.50 483.00	65856
006947 318-00023-0001	KCDZ FM Invoice	11/15/2023	11/15/2023 ADVERTISING: WATER CONSERVATION MEDIA	Regular	0.00 0.00	335.00 335.00	65863
000134 167384	KENNEDY JENKS CONSULTANTS INC Invoice	11/15/2023	11/15/2023 ANN'L WATER LOSS REPORT - CY 2022	Regular	0.00 0.00	3,379.20 3,379.20	65857
005640 6682	KILLER BEE PEST CONTROL Invoice	11/01/2023	11/01/2023 BEE REMOVAL	Regular	0.00 0.00	300.00 300.00	65801
014089 9310981798	LAWSON PRODUCTS INC Invoice	11/01/2023	11/01/2023 SHOP EXPENSE	Regular	0.00 0.00	1,634.87 1,634.87	65802
014089 9310998286 9311020696	LAWSON PRODUCTS INC Invoice Invoice	11/15/2023 11/15/2023	11/15/2023 SHOP EXPENSE SHOP EXPENSE	Regular	0.00 0.00 0.00	525.52 41.75 483.77	65858
014090 SIN171080	MANUFACTURERS EDGE INC Invoice	11/01/2023	11/01/2023 PUMPING PLANT MAINTENANCE	Regular	0.00 0.00	1,035.75 1,035.75	65803
014095 MHD111423	MARK H DOOLITTLE Invoice	11/15/2023	11/15/2023 STANDBY REFUND - APN 0608-023-17	Regular	0.00 0.00	63.98 63.98	65859
006507 15347582	McMASTER CARR SUPPLY COMPANY Invoice	11/01/2023	11/01/2023 E2-1 RESERVOIR UPGRADE SUPPLIES	Regular	0.00 0.00	504.73 504.73	65804
006507 16646118 16787179	McMASTER CARR SUPPLY COMPANY Invoice Invoice	11/15/2023 11/15/2023	11/15/2023 WELL 14 INJECT UPGR & MIOX CL2 SUPPLIES WELL 14 INJECT UPGR & MIOX CL2 SUPPLIES	Regular	0.00 0.00 0.00	1,109.46 793.51 315.95	65861

Check Report

Date Range: 11/01/2023 - 11/30/2023

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
014042 MSR110923	MISSION SQUARE RETIREMENT Invoice	11/09/2023	11/09/2023 EE & ER 457 REMITTANCE - 11/09/23	Manual	0.00 0.00	3,718.50 3,718.50	902359
014042 MSR112423	MISSION SQUARE RETIREMENT Invoice	11/24/2023	11/24/2023 EE & ER 457 REMITTANCE - 11/24/23	Manual	0.00 0.00	3,668.50 3,668.50	902376
006810 MD19706 MD19714 MD19715	MOJAVE DESERT AQMD Invoice Invoice Invoice	11/01/2023 11/01/2023 11/01/2023	11/01/2023 PERMIT FEE - PARK BLVD PERMIT RENEWAL FEE - CHOLLITA PERMIT RENEWAL FEES - VARIOUS LOCATIONS	Regular	0.00 0.00 0.00 0.00	2,794.61 393.95 400.11 2,000.55	65805
013990 202311	MOMS DESERT VALLEY CLEANING Invoice	11/15/2023	11/15/2023 JANITORIAL SERVICES - 11/2023	Regular	0.00 0.00	1,725.00 1,725.00	65860
000233 452357 452358 452372 453354 453508 453816	NAPA AUTO PARTS Invoice Invoice Invoice Invoice Invoice Invoice	11/01/2023 11/01/2023 11/01/2023 11/01/2023 11/01/2023 11/01/2023	11/01/2023 VACUUM MAINTENANCE: E82 VEHICLE MAINTENANCE: V42 VACUUM MAINTENANCE: E72 VEHICLE MAINTENANCE:V27, 35, 37-42, 46-48 & 50 VEHICLE MAINTENANCE: V41 WATER TRUCK MAINTENANCE: E2WT	Regular	0.00 0.00 0.00 0.00 0.00 0.00	1,315.24 212.38 174.49 45.63 771.84 43.49 67.41	65818
000233 453356 453794 454597 454599 454705	NAPA AUTO PARTS Invoice Invoice Invoice Invoice Invoice	11/15/2023 11/15/2023 11/15/2023 11/15/2023 11/15/2023	11/15/2023 VEHICLE MAINTENANCE: V45 WATER TRUCK MAINTENANCE: E2WT SHOP EXPENSE/CIRP: SMALL TOOLS/VEHICLE MAINT BUILDING MAINTENANCE - OFFICE VEHICLE MAINTENANCE: V38	Regular	0.00 0.00 0.00 0.00 0.00	878.64 402.14 44.51 393.96 18.48 19.55	65874
000070 1222128	ONLINE INFORMATION SERVICES INC Invoice	11/15/2023	11/15/2023 ID VERIF. SERV. - 10/2023	Regular	0.00 0.00	191.08 191.08	65864
008137 2030230048	PARKHOUSE TIRE INC Invoice	11/15/2023	11/15/2023 VEHICLE MAINTENANCE: V34 & V16	Regular	0.00 0.00	1,103.02 1,103.02	65865
008415 23559155 23559158	PRUDENTIAL OVERALL SUPPLY Invoice Invoice	11/01/2023 11/01/2023 11/01/2023	11/01/2023 SHOP EXPENSE SHOP EXPENSE	Regular	0.00 0.00 0.00	224.64 136.76 87.88	65806
008415 23566165 23566166	PRUDENTIAL OVERALL SUPPLY Invoice Invoice	11/15/2023 11/15/2023 11/15/2023	11/15/2023 SHOP EXPENSE SHOP EXPENSE	Regular	0.00 0.00 0.00	224.64 136.76 87.88	65866
013361 WOG00017809 WOG00017831	QUINN COMPANY Invoice Invoice	11/01/2023 11/01/2023 11/01/2023	11/01/2023 GENERATOR REPAIR: GR6 GENERATOR REPAIR: GR1	Regular	0.00 0.00 0.00	2,137.57 1,530.07 607.50	65807
009065 P9498745	RDO EQUIPMENT COMPANY Invoice	11/01/2023	11/01/2023 VACUUM MAINTENANCE: E82	Regular	0.00 0.00	938.87 938.87	65808
001912 IN0178496	SAN BERNARDINO COUNTY FIRE PROTECTION Invoice	11/01/2023	11/01/2023 HAZMAT CUPA PERMIT 12/1/23 TO 11/30/24	Regular	0.00 0.00	1,146.00 1,146.00	65809
000091 SB103123	SAN BERNARDINO COUNTY RECORDER Invoice	11/01/2023	11/01/2023 RELEASE OF LIENS	Regular	0.00 0.00	60.00 60.00	65810
013831 234545	SATMODO LLC Invoice	11/15/2023	11/15/2023 EMERGENCY SATELLITE PHONES - 11/2023	Regular	0.00 0.00	164.26 164.26	65869
013820 2506689-IN	SC FUELS Invoice	11/01/2023	11/01/2023 FUEL FOR VEHICLES	Regular	0.00 0.00	4,472.07 4,472.07	65811
013820 2521104-IN	SC FUELS Invoice	11/28/2023	11/28/2023 FUEL FOR VEHICLES	Manual	0.00 0.00	4,936.06 4,936.06	902375

Check Report

Date Range: 11/01/2023 - 11/30/2023

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
009880 SCE1023	SOUTHERN CALIFORNIA EDISON CO Invoice	11/15/2023	11/15/2023 POWER TO BLDGS & GEN - 10/2023	Manual	0.00 0.00	2,638.57 2,638.57	902362
009878 SCE1023	SOUTHERN CALIFORNIA EDISON Invoice	11/01/2023	11/01/2023 POWER FOR PUMPING - 10/2023	Manual	0.00 0.00	57,918.95 57,918.95	902354
VEN01020 23-10515	SOUTHWEST NETWORKS INC Invoice	11/01/2023	11/01/2023 OFFICE COMPUTER EQUIPMENT	Regular	0.00 0.00	4,090.19 4,090.19	65812
VEN01020 23-10021SC 23-9024SC	SOUTHWEST NETWORKS INC Invoice Invoice	11/08/2023 11/08/2023	11/08/2023 OFFICE 365 MONTHLY MAINT - 11/2023 OFFICE 365 MONTHLY MAINT - 10/2023	Regular	0.00 0.00 0.00	1,996.00 998.00 998.00	65822
VEN01020 23-10068 23-10079 23-11017SC 23-11041	SOUTHWEST NETWORKS INC Invoice Invoice Invoice Invoice	11/15/2023 11/15/2023 11/15/2023 11/15/2023	11/15/2023 ADDITIONAL SUPPLEMENTAL IT (AMC) - 10/2023 SUPPLEMENTAL IT (AMC) - 10/2023 OFFICE 365 MONTHLY MAINT - 12/2023 ADDITIONAL SUPPLEMENTAL IT (AMC) - 11/2023	Regular	0.00 0.00 0.00 0.00	1,973.00 400.00 475.00 998.00 100.00	65870
009920 ST1123	STANDARD INSURANCE CO Invoice	11/01/2023	11/01/2023 EE LIFE INSURANCE - 11/2023	Regular	0.00 0.00	1,739.12 1,739.12	65813
014068 EC022786-0002	STREAMLINE Invoice	11/01/2023	11/01/2023 ANNUAL WEBSITE HOSTING 07/01/23 TO 07/01/24	Regular	0.00 0.00	5,172.00 5,172.00	65821
013788 1345	STURDIVAN EMERGENCY MANAGEMENT CONS Invoice	11/01/2023	11/01/2023 HAZARD MITIGATION PLAN - REWRITE SECTION 1-3	Regular	0.00 0.00	6,071.43 6,071.43	65814
009981 SWRCB103023	SWRCB FEES Invoice	11/01/2023	11/01/2023 WELL 10,14,15,16 &17 EXTRACTION	Regular	0.00 0.00	250.00 250.00	65815
010850 1020230351	UNDERGROUND SERVICE ALERT Invoice	11/15/2023	11/15/2023 TICKET DELIVERY SERVICE - 10/2023	Regular	0.00 0.00	181.50 181.50	65871
CC-ANNE US1023	US BANK CORPORATE Invoice	11/01/2023	11/01/2023 DROPBOX PLUS SOFTWARE 10/14/23 TO 10/14/24	Manual	0.00 0.00	119.88 119.88	902356
CC-DAN US1023	US BANK CORPORATE Invoice	11/01/2023	11/01/2023 SMALL TOOLS-DIST/SHOP EXP/EE TRAINING/TOOL RPR	Manual	0.00 0.00	2,972.97 2,972.97	902358
CC-DAVID US1023	US BANK CORPORATE Invoice	11/01/2023	11/01/2023 PUBLIC INFO/EE TRAINING/ADOBE/BUILDING MAINT	Manual	0.00 0.00	2,702.38 2,702.38	902355
CC-SARAH US1023	US BANK CORPORATE Invoice	11/01/2023	11/01/2023 EE TRAINING/OFFICE SUPPLIES/DIRECTOR TRAINING	Manual	0.00 0.00	3,860.99 3,860.99	902357
014093 4055055	US BANK NATIONAL ASSOCIATION Invoice	11/15/2023	11/15/2023 EPSON CAPTUREONE 90 DPM CHECK SCANNER	Regular	0.00 0.00	1,100.00 1,100.00	65872
014056 24AR1252089	VISUAL EDGE IT INC Invoice	11/01/2023	11/01/2023 OFFICE EXPENSE 9/30/23 - 10/29/23	Regular	0.00 0.00	237.90 237.90	65816
000327 9139	WATER QUALITY SPECIALISTS Invoice	11/15/2023	11/15/2023 HDMC WWTP: OPERATION & MAINT - 10/2023	Regular	0.00 0.00	3,821.00 3,821.00	65873
011510 09735 09738	WELLS TAPPING SERVICE INC Invoice Invoice	11/01/2023 11/01/2023	11/01/2023 HOT TAP: E2-1 RESERVOIR UPGRADE HOT TAP: TILFORD PH2 INSTALL	Regular	0.00 0.00 0.00	1,000.00 475.00 525.00	65817

Check Report

Date Range: 11/01/2023 - 11/30/2023

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
013359	XEROX FINANCIAL SERVICES	11/15/2023	Manual	0.00	578.68	902361
5002017	Invoice	11/15/2023	OFFICE EXPENSE 10/30/23 - 11/29/23	0.00	578.68	

Bank Code AP Summary

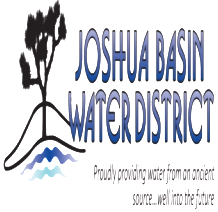
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	117	68	0.00	295,084.18
Manual Checks	19	19	0.00	123,739.78
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	136	88	0.00	418,823.96

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	117	68	0.00	295,084.18
Manual Checks	19	19	0.00	123,739.78
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	136	88	0.00	418,823.96

Fund Summary

Fund	Name	Period	Amount
01	GENERAL FUND	11/2023	418,823.96
			418,823.96



Joshua Basin Water District

Check Report

By Vendor DBA Name

Date Range: 11/01/2023 - 11/30/2023

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PR-Payroll Account						
013940	PAYLOCITY	11/20/2023	11/20/2023 Manual	0.00	34.25	950055
INV1697449	Invoice	11/20/2023	HR ONLINE -11/2023	0.00	34.25	
013940	PAYLOCITY	11/20/2023	11/20/2023 Manual	0.00	993.23	950056
INV1710426	Invoice	11/20/2023	PAYROLL PROCESSING FEE - 11/2023	0.00	993.23	

Bank Code PR Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	2	2	0.00	1,027.48
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	2	2	0.00	1,027.48

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	2	2	0.00	1,027.48
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	2	2	0.00	1,027.48

Fund Summary

Fund	Name	Period	Amount
01	GENERAL FUND	11/2023	1,027.48
			1,027.48

**JOSHUA BASIN WATER DISTRICT
UTILITY REFUND REGISTER**

<u>Account Number</u>	<u>Name</u>	<u>Date</u>	<u>Type</u>	<u>Amount</u>	
57-00032-007	SINGH, NARANG	11/1/2023	Refund	394.87	Check #: 65820
03-00244-016	PLANNED PARENTHOOD ARIZONA INC	11/15/2023	Refund	50.45	Check #: 65823
09-00124-004	LLC, JEA INVESTMENTS	11/15/2023	Refund	245.01	Check #: 65824
10-00272-005	NELSON, ZACHARIAH T	11/15/2023	Refund	142.65	Check #: 65825
10-00319-004	FAHIM HOKOKI	11/15/2023	Refund	185.14	Check #: 65826
10-00476-003	WOLF, EMILY	11/15/2023	Refund	270.94	Check #: 65827
10-00505-001	VALLEY ENTERPRISE HOLDINGS	11/15/2023	Refund	218.86	Check #: 65828
13-00158-013	MARTIN, RICHARD	11/15/2023	Refund	504.98	Check #: 65829
62-00099-008	WARD, MELODIE	11/15/2023	Refund	93.95	Check #: 65830
65-00453-000	REYBURN FAMILY LIV TRST	11/15/2023	Refund	11.72	Check #: 65831
65-00643-000	TOUMAYAN, PATRICIA & MICHAEL	11/15/2023	Refund	43.40	Check #: 65832
04-00007-015	DADA, CATHARINE	11/15/2023	Refund	200.70	Check #: 65833
04-00080-014	NICOLL, VICTORIA	11/15/2023	Refund	207.70	Check #: 65834
08-00151-018	PETERSON, JOHN	11/15/2023	Refund	46.20	Check #: 65835
53-00053-017	MURPHY, JAMES R	11/15/2023	Refund	52.05	Check #: 65836
61-00224-008	KIM, REBEKAH	11/15/2023	Refund	182.30	Check #: 65837
65-00191-005	WISECUP, KIMBERLY	11/15/2023	Refund	71.60	Check #: 65838
				<u>2,922.52</u>	

Director Pay Report

10/21/2023 - 11/17/2023

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Adjustment Type</u>	<u>Additions</u>	<u>Reimbursements</u>	
511	FLOEN, TOM	11/01/2023	Board Meeting - JBWD - Paid	\$173.63		
		11/08/2023	Committee Meeting - Finance - Paid	\$173.63		
		11/15/2023	Board Meeting - JBWD - Paid	\$173.63		
		11/16/2023	MWA Board Meeting – Paid	\$173.63		
		Totals:			\$694.52	\$0.00
		Employee Total:			\$694.52	
512	JARLSBERG, JANE	10/23/2023	DIRECTOR TRAINING - MEAL REIMBURSEMENT		\$38.00 ASBCSD DINNER RECEIPT	
		10/23/2023	Dinner - ASBCSD - Paid	\$173.63		
		11/15/2023	Board Meeting - JBWD - Paid	\$173.63		
		Totals:			\$347.26	\$38.00
		Employee Total:			\$385.26	
513	DOOLITTLE, STACY	11/01/2023	Board Meeting - JBWD - Paid	\$173.63		
		11/08/2023	Committee Meeting - Water Resources & Ops - Paid	\$173.63		
		11/15/2023	Board Meeting - JBWD - Paid	\$173.63		
		Totals:			\$520.89	\$0.00
		Employee Total:			\$520.89	
515	SHORT, THOMAS	11/01/2023	Board Meeting - JBWD - Paid	\$173.63		
		11/15/2023	Board Meeting - JBWD - Paid	\$173.63		
		Totals:			\$347.26	\$0.00
		Employee Total:			\$347.26	
516	FICK, DAVID	10/26/2023	MWA Board Meeting – Paid	\$173.63		
		11/01/2023	Board Meeting - JBWD - Paid	\$173.63		
		11/08/2023	Committee Meeting - Finance - Paid	\$173.63		
		11/15/2023	Board Meeting - JBWD - Paid	\$173.63		
		Totals:			\$694.52	\$0.00
		Employee Total:			\$694.52	
Grand Totals:				\$2,604.45	\$38.00	
Grand Total:				\$2,642.45		



Board of Directors Staff Report

MEETING DATE: January 17, 2024
PRESENTED BY: David Shook, Director of Administration
TOPIC: Customer Support Report
RECOMMENDATION: For Information Only

ANALYSIS:

As requested by the Board of Directors, we are delighted to provide insights into the realm of the customer support activities of our district. Our goal is to bring an updated customer support presentation three times annually. This presentation (covering the last quarter of 2023) aims to illuminate the key activities our customer support team handles on a regular basis, including application processing, calls received & sent, customer in-person visits, email volume, key customer concerns, etc.

For a sneak peek, did you know overwhelmingly, phone conversations make up 69% of our interactions with customers! Email interactions are 24%, and in-person visits are the remaining 7%.

Staff have strived to change the landscape of what customers typically come to expect from a water district, by using a customer-centric mindset while leveraging technology to exceed customer expectations. Join us as we explore the nuances of our activities that help our district build lasting customer relationships.

STRATEGIC PLAN ITEM: 5.0 Educate and engage with our customers, community, and partners.
5.2 Establish Effective Protocols for Communication with Customers and Partners

FISCAL IMPACT: NONE



Board of Directors Staff Report

MEETING DATE: 01/17/2024
PRESENTED BY: Anne Roman, Director of Finance
TOPIC: **RATE SCENARIO ANALYSIS**
RECOMMENDATION: For information only.

ANALYSIS:

On 02/15/2023, the Board of Directors adopted a new Rate Study by Bartle Wells Associates and voted to adopt Rate Scenario A but implement the lower Scenario C rates. Staff was tasked with alerting the Board should the need to implement the higher Scenario C rates arise.

Staff analyzed the District's finances on 12/13/2023 and offers the following information:

- As of 12/13/23, cash balances have risen about 10% or \$1.5 million in comparison with the 06/30/22 data gathered for the Rate Study. Much of this increase is due to deferred work from supply chain delays and limited staff bandwidth. Also, recall that cash balances will fluctuate throughout the year from inconsistent cash receipts and expenditures.
- As of 12/13/23, the unrestricted LAIF balance has increased by \$803,031 or 7% since 06/30/22.
- Net position rose over 6% by \$2.7 million from 06/30/22 to 06/30/23 and Rate Study reserve funding targets were met in fiscal year 2022/2023.
- 06/30/23 Water revenues were down by \$161,779 (4%) and Consumption was down by 66,041 units (13%) since 06/30/22. However, the District's revenues are still healthy and Water Shortage Contingency Rates are not needed at this time.

Staff recommends remaining at the Scenario C level of rates (only implementing routine annual escalation) until further notice. Staff will continue to analyze the District's finances and alert the Board to any need to make changes to the Rate scenario or implement the Water Shortage Contingency Rates.

STRATEGIC PLAN ITEM: 2.8 Continue to Monitor and Update Rates and Fees to Ensure financial Viability.

FISCAL IMPACT: The District's revenues are currently stable without any proactive changes needed.



Board of Directors Staff Report

MEETING DATE: January 17, 2024
PRESENTED BY: Jeremiah Nazario, Interim Director of Operations
TOPIC: **Design RFP for E-2-1 Reservoir Refurbishment Project**
RECOMMENDATION: Recommend the board approve the Ardurra Request for Proposal as presented.

ANALYSIS:

Background

The E-2-1 reservoir, standing 26 feet tall with a 44-foot diameter and situated at an elevation of 3328.74 feet, serves approximately 35 customers in the far Northeast district. Built after the 1992 Landers earthquake, it faces structural issues without documented rehabilitation efforts. To ensure its continued integrity, we plan essential modifications like relocating the overflow pipe, replacing the ladder, and addressing structural concerns. These measures, aligning with industry best practices, are crucial for the reservoir's longevity and reliability. Given the reservoir's age and absence of documented rehabilitation, this overdue initiative is vital to meet modern engineering standards and deliver quality water services to the community.

Recommendation

In adherence to the district's bidding policy, staff followed a transparent and competitive solicitation process to obtain the proposals. Staff solicited three Request for Proposals (RFP) from three engineering firms for the design portion of the E-2-1 Reservoir refurbishment project. These engineering firms were carefully selected based on their experience, expertise, and proven track record in similar projects. Each firm is reputable and has demonstrated expertise in structural assessments, including coating applications of the reservoirs of interior and exterior components. Given the importance of this project, it is essential that we move forward with choosing the right engineering firm.

After careful evaluation of project understanding, adherence to RFP instructions, timeliness, references, completeness, and costs, staff recommends contracting with Ardurra, the firm deemed most suitable for this crucial project.

The RFP for Ardurra is attached.

STRATEGIC PLAN ITEM: 1.2.14 E-2-1 Reservoir Renovation
FISCAL IMPACT: \$47,113



October 26, 2023

Mr. Jeremiah Nazario
Joshua Basin Water District
61750 Chollita Road
Joshua Tree, CA 92252

SUBJECT: Proposal for E2-1 Reservoir Recoating Project

Dear Mr. Nazario:

Ardurra is pleased to submit this proposal to Joshua Basin Water District (District) to provide professional engineering services for the E2-1 Reservoir Recoating Project which consists of the following improvements:

- Recoating of the tank interior
- Reconfiguring the overflow pipe from inside the tank to the outside
- Replacing the interior ladder
- Installing a doghouse manway
- Providing tie-offs on the roof for fall protection

Scope of Services

Task 1 – Contract Documents

- 1.1 **Data Collection & Review:** Ardurra will gather and review available information related to the project including record drawings, tank inspection reports, District specifications, etc.
- 1.2 **Design Plans:** Ardurra will prepare design plans for the proposed improvements. Kelsey Structural, as a subconsultant to Ardurra, will perform the structural design. For scope purposes it is assumed that 3 drawings will be prepared and including the following:
 - Title Sheet
 - Tank Plan and Section
 - Mechanical and Structural Details
- 1.3 **Specifications:** Ardurra will provide a complete set of project specifications for the bidding and construction of the project and consisting of front-end, general provisions, and technical specifications. Ardurra will utilize the District’s existing front-end bidding documents and general provisions and prepare the bid schedule and necessary technical specifications.
- 1.4 **Cost Opinion:** Ardurra will prepare an estimate of probable construction cost.



Task 1 Deliverables

- Plans, Specifications, and Cost Opinion (PDF) submitted at the 90% design level for the District's review. Comments will be incorporated into the Final Design Submittal consisting of signed plans and specifications and suitable for bidding purposes.

Task 2 – Project Management

- 2.1 **Meetings:** Ardurra will conduct two virtual meetings with the District. It is anticipated the meetings will consist of the following:
- Kick-off meeting
 - 90% Design Review Meeting
- 2.2 **Project Management:** This task addresses the management responsibilities associated with the project setup, scheduling, budget control, invoice preparation, and coordination.
- 2.3 **Quality Assurance and Quality Control:** Ardurra will perform an independent review of the submittals prior to delivery to the District.

Task 3 – Services During Bidding

- 3.1 **Bid Phase Services:** Ardurra will provide technical support and respond to questions and RFIs from potential bidders via addendum. Ardurra will prepare a response to questions within four working days. Ardurra will prepare up to two (2) addenda which will be submitted to the District for review and distribution.

Budget & Schedule

Ardurra proposes to perform the services described above on a time and materials basis in the not-to-exceed amount of \$47,113 in accordance with the enclosed fee proposal and our 2023 rate schedule. Ardurra will submit the final drawings within three (3) months from a notice-to-proceed.

We appreciate the opportunity to work with the District on this project. Please feel free to contact me at (858) 774-4847 should you have any questions.

Very truly yours,

Ryan M. Huston, PE
Project Director

Enclosure: Fee Proposal

**Joshua Basin Water District
E2-1 Reservoir Recoating Project**

		Ardurra Personnel					Subtask Labor- Hours	Subtask Labor Cost	Direct Cost	Sub Kelsey	Subcontract incl 5% MU	Total Cost
Task/ Subtask	Task/Subtask Description	<i>Principal</i>	<i>Tech Review</i>	<i>Senior Engineer</i>	<i>Staff Engineer</i>	<i>Admin</i>						
		<i>R. Weber</i>	<i>A. Egense</i>	<i>P. Mulvey</i>	<i>D. Payne</i>							
		\$305.00	\$280.00	\$240.00	\$180.00	\$110.00						
Task 1	Preliminary Design											\$38,628
1.1	Data Collection & Review	1		4	1		6	\$1,445			\$0	\$1,445
1.2	Design Plans (3)	4		8	48		60	\$11,780		\$15,450	\$16,223	\$28,003
1.3	Specifications	4		8	20	8	40	\$7,620			\$0	\$7,620
1.4	Cost Opinion			2	6		8	\$1,560			\$0	\$1,560
Task 2	Project Management											\$8,485
2.1	Meetings (2)	4			4		8	\$1,940				\$1,940
2.2	Management	4				2	6	\$1,440			\$0	\$1,440
2.3	QA/QC		8				8	\$2,240			\$0	\$2,240
Task 3	Record Drawings											\$2,865
3.1	Bid Phase Services	1	4		8		13	\$2,865	\$0	\$0	\$0	\$2,865
		18	12	22	87	10	149					
		\$5,490	\$3,360	\$5,280	\$15,660	\$1,100		\$30,890	\$0	\$15,450	\$16,223	\$47,113

TOTAL NOT-TO-EXCEED FEE:

\$47,113



ARDURRA GROUP, INC. (CALIFORNIA)
STANDARD BILLING RATE SCHEDULE
 (Effective January 1, 2023)

ENGINEERING, MUNICIPAL, ENVIRONMENTAL, & SURVEYING SERVICES

<u>STAFF</u>	<u>HOURLY RATE</u>	<u>STAFF</u>	<u>HOURLY RATE</u>
Principal.....	\$ 320	Assistant Environmental Scientist*.....	\$ 140
QA/QC Manager.....	\$ 280	Senior Planner.....	\$ 200
Project Manager IV.....	\$ 280	Planner II.....	\$ 180
Project Manager III.....	\$ 240	Planner I.....	\$ 160
Project Manager II.....	\$ 220	Associate/Assistant Planner.....	\$ 130
Project Manager I.....	\$ 200	Senior Landscape Architect.....	\$ 240
Project Engineer VI.....	\$ 240	Landscape Architect.....	\$ 180
Project Engineer V.....	\$ 220	Principal Architect.....	\$ 240
Project Engineer IV.....	\$ 200	Senior/Associate Architect.....	\$ 210
Project Engineer III.....	\$ 180	Architect.....	\$ 200
Project Engineer II.....	\$ 160	3-Person Survey Crew*.....	\$ 380
Project Engineer I.....	\$ 140	2-Person Survey Crew*.....	\$ 300
Project Designer III*.....	\$ 190	1-Person Survey Crew*.....	\$ 200
Project Designer II*.....	\$ 160	Survey Director.....	\$ 240
Project Designer I*.....	\$ 130	Assistant Surveyor (not Licensed)*.....	\$ 180
CADD Drafter III*.....	\$ 145	GIS Analyst*.....	\$ 180
CADD Drafter II*.....	\$ 125	GIS Specialist*.....	\$ 160
CADD Drafter I*.....	\$ 110	Graphic Designer*.....	\$ 140
Administrative Assistant*.....	\$ 120	Drone Operator with Camera*.....	\$ 180
Plan Check Engineer IV.....	\$ 210	Flow Monitoring Project/Data Manager.....	\$ 195
Plan Check Engineer III.....	\$ 185	Flow Monitoring Field Manager.....	\$ 175
Plan Check Engineer II.....	\$ 170	Flow Monitoring Field Supervisor*.....	\$ 145
Plan Check Engineer I.....	\$ 150	Flow Monitoring Field Technician III*.....	\$ 120
Public Works Technician III*.....	\$ 140	Flow Monitoring Field Technician II*.....	\$ 110
Public Works Technician II*.....	\$ 120	Flow Monitoring Field Technician I*.....	\$ 90
Public Works Technician I*.....	\$ 100	Community Relations Strategic Advisor.....	\$ 280
Senior Code Enforcement Officer/Manager*.....	\$ 120	Community Relations Project Manager.....	\$ 250
Code Enforcement Officer II*.....	\$ 90	Community Relations Assistant Project Manager.....	\$ 220
Code Enforcement Officer I*.....	\$ 80	Community Relations Senior Account Coordinator.....	\$ 160
Senior Structural Engineer.....	\$ 240	Community Relations Account Coordinator.....	\$ 140
Structural Engineer.....	\$ 180	Community Relations Senior Graphic Artist.....	\$ 190
SUE Technician*.....	\$ 140	Community Relations Graphic Artist.....	\$ 160
SWPPP Practitioner*.....	\$ 150	Community Relations Account Assistant.....	\$ 120
Specialty Professional/Discipline.....	\$ 280	Expert Witness Services	
Senior Environmental Scientist.....	\$ 240	Data Review and Preparation.....	\$ 320
Associate Environmental Scientist.....	\$ 170	Testimony & Deposition.....	\$ 475



**ARDURRA GROUP, INC. (CALIFORNIA)
STANDARD BILLING RATE SCHEDULE
(Effective January 1, 2023)**

NOTES AND ASSUMPTIONS

Project, Construction Management & Inspection Notes (continued):

- ³ Prevailing Wage Rates are subject to increases pursuant to the State of California's Department of Industrial Relations Wage Rate Determinations. Ardurra's Billing Rates will increase in proportion to the DIR increase, plus overhead and profit. The current rates are based on Determination # SC-23-63-2-Pre-1D Issued 8/22/2022 for the August 22, 2022 to June 30, 2023 rate. The above billing rates increase by \$10/ hour on July 1, 2023 and again on July 1, 2024 to adjust for predetermined increases.
- ⁴ A Special Shift is any shift that starts after 5:00PM and before 6:00 AM.
- ⁵ The following minimum callout applies to Inspection staff, in accordance with Industrial Welfare Commission Order #16-2001: • Cancellation of 8 hours scheduled inspection after inspector's arrival on site: 4-hour minimum • Cancellation of 4 hours scheduled inspection after inspector's arrival on site: 2-hour minimum.
- ⁶ For contracts involving public works inspection services, Ardurra requires the awarding public agency to complete DIR form PWC-100 solely for Ardurra as the prime contractor specific to the awarded contract name and amount. A half-hour per week, per inspector labor compliance charge will be billed for all Prevailing Wage inspection assignments.

Overall Notes:

Reimbursable Expenses (Other Direct Costs): Ordinary identifiable non-salary costs that are directly attributable to the project, such as regular commuter travel costs, standard equipment, tools and software, etc., are included in the fee estimated above. Extraordinary expenses, such as oversized and/or color reproduction costs, vehicle identification decals, site facility hard phone line and/or internet service charges, non-commuter project miles and/or other travel expenses to remote (over 50 miles one-way) fabrication yards / batch plants, overnight postage / couriers, etc., are billed at actual cost plus fifteen percent (15%) to cover overhead and administration. Travel charges to a casting / fabrication yard or batch plant will include the hourly billing rate plus travel expenses as listed in the Caltrans Travel Guide (State rates). Mileage is billed at the current IRS rate (currently \$0.655/mile). An allowance for Extraordinary charges is included as Other Direct Costs (ODC) in the fee table above. Extraordinary charges above and beyond the estimated ODC allowance will not be billed to the Client unless specifically included in the contract or requested and approved by the Client in writing prior to incurring the additional expense.

Fees for Subconsultant Services: Billed at actual cost, plus fifteen percent (15%) to cover overhead and administration.

Web Based Contract Administration: Selected / specified cloud based service billed at cost plus fifteen percent (15%).

Escalation: Unless specified otherwise (such as for prevailing wage personnel), all billing rates are subject to annual escalation of 3.5% effective January 1 of each year the contract is in effect.



Board of Directors Staff Report

MEETING DATE: 01/17/2024
PRESENTED BY: Anne Roman, Director of Finance
TOPIC: **1ST FISCAL QUARTER ENDING 09/30/23 FINANCIAL REPORT**
RECOMMENDATION: Receive report, ask questions, and approve.

ANALYSIS:

The 1st fiscal quarter ending 09/30/23 Financial Report is attached and will be reviewed in detail in the meeting. See "JBWD FINANCIALS AT A GLANCE" pages for highlights of the report. The Finance Committee reviewed this topic on 01/10/2024.

A note about using this report:

- This first quarter data is the least helpful/meaningful due to containing limited transactions/data. It is also presented later than other quarters so as not to cause confusion with the prior fiscal year-end reporting.
- Both revenues and expenses are generally not incurred evenly throughout the year. Some costs may be incurred early on, others near year end.
- Each Department Head manages their own budget and can better provide details of budget vs. actual costs.
- The included Operating Board Report is an OPERATING expense report. CAPITAL COSTS are not included in that budget vs. actual reporting. Capital reporting requires more analysis, manual application of overhead costs and allocations, and involvement from Project Managers in a reconciliation process. This more labor-intensive type of reporting will be provided on a *by project/by request* basis.
- Analysis continues throughout the year and only the 06/30 Audited financial statements contain final figures.

STRATEGIC PLAN ITEM: 4.4 Ensure Timely Financial Transactions and Reports

FISCAL IMPACT:

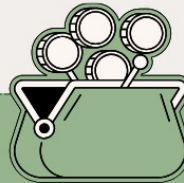
FINANCE FACTS

QUARTER ENDED SEPT. 30, 2023



CASH

CASH, WHICH ENDED AT A HIGH POINT AT FISCAL YEAR ENDED 6/30/23, IS DOWN AFTER OVER \$1 MILLION IN INVENTORY PURCHASES IN THIS QUARTER, MOSTLY FOR CIRP PROJECTS.



METER SALES

METER SALES HAVE SLOWED COMPARED TO LAST YEAR BY THIS TIME. AT QUARTER ENDED 09/30/22, THE DISTRICT HAD SOLD 28 METERS VS. 5 THIS YEAR. NON-OPERATING REVENUES ARE DOWN AS A RESULT.



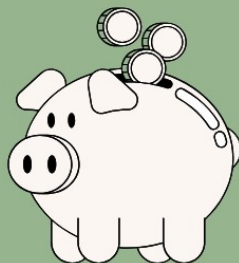
REIMBURSEMENT

RECEIVED AN INSURANCE REIMBURSEMENT OF \$196K, 18 MONTHS AFTER FILING CLAIM.



INVESTMENT INTEREST

THE LAIF INTEREST RATE IS AT THE HIGHEST LEVEL SINCE LATE 2008 (3.59% AS OF 09/30/23).



FUTURE OUTLOOK


THE FINANCE DEPARTMENT AND GENERAL MANAGER WILL BE INVESTIGATING THE CALIFORNIA CLASS INVESTMENT PRODUCTS AND BRINGING FORTH ADDITIONAL INFORMATION AND A PRESENTATION WHEN FEASIBLE.

JBWD FINANCIALS AT A GLANCE 1

QUARTER ENDING 09/30/23

CASH BALANCES as of	09/30/2023	CHG FROM PY	LAST QUARTER 06/30/2023	PRIOR YEAR 09/30/2022
UNRESTRICTED	\$ 5,437,007	0%	\$ 6,486,633	\$ 5,416,406
LEGALLY RESTRICTED	4,201,504	8%	4,229,518	3,901,193
BOARD DESIGNATED	6,947,177	10%	6,947,177	6,329,929
	<u>\$ 16,585,688</u>	6%	<u>\$ 17,663,328</u>	<u>\$ 15,647,528</u>
INCREASE FROM LAST YEAR	\$ 938,160			
INCREASE FROM LAST QTR	\$ (1,077,640)			

CASH FLOW	QE 09/30/2023
	BEGINNING BALANCE > \$ 17,663,328
MAJOR SOURCE OF FUNDS DURING QUARTER	
WATER PAYMENTS	\$ 1,987,881
DEVELOPMENT FEES	160,717
PROPERTY TAX & ASSESS	100,184
HDMC REIMB & O/H	-
LAIF INTEREST & MISC. <small>\$133,981 INT</small>	<u>408,838</u>
	PLUS TOTAL SOURCE OF FUNDS > 2,657,620
MAJOR USE OF FUNDS DURING QUARTER	
DEBT SERVICE	\$ 428,608
CAPITAL COSTS/INVENTORY	1,721,437
O&M/PAYROLL	<u>1,585,215</u>
	LESS TOTAL USE OF FUNDS > 3,735,260
	ENDING BALANCE > \$ 16,585,688



CIRP, CMM P&I
4 Repl. Trucks, GM Truck, D-1-1 Booster, Vacuum/Excavator, Tillford

PROP TAXES/ASSESSMENTS	YTD as of 09/30/2023	
	BILLED	COLLECTED
PROPERTY TAXES	\$ 723,043	\$ 21,579
Collected %		3%
CMM ASSESSMENTS (PASS-THRU)		
Current	257,146	11,793
Prior	-	3,609
Current Collected %		5%
STANDBY ASSESSMENTS		
Current	1,182,490	43,039
Prior	-	20,161
Current Collected %		4%
TOTAL	\$ 2,162,679	\$ 100,181
Total Collected %		5%

EXCLUDES ID #2 TRAILING ADJUSTMENTS



TERMS: QE - QUARTER ENDING; YTD - FISCAL YEAR-TO-DATE; AS OF - CUMULATIVE THROUGH; PY - PRIOR YEAR
CMM - COPPER MOUNTAIN MESA; CIRP - CAPITAL IMPROVEMENT REPLACEMENT PROGRAM

DEVELOPMENT CHARGES					09/30/2023
	QE QTY	QE TOTAL	YTD QTY	YTD TOTAL	
TOTAL METERS SOLD	5	\$ 160,717	5	\$ 160,717	
ABOVE incl. WASTEWATER	4	^Excludes unearned revenue from PY^	4	^Excludes unearned revenue from PY^	
METER UPGRADES	4		4		

Includes meter installation, water capacity & wastewater capacity charges

JBWD FINANCIALS AT A GLANCE ②

QUARTER ENDING 09/30/23



OPERATING BUDGET VS. ACTUAL COSTS (BOARD REPORT)				YTD 09/30/23 - 25% of YEAR
DEPARTMENT	BUDGET	ACTUAL YTD	% OF BUDGET	NOTES
REVENUES				
OPERATING REVENUES	\$ 7,777,863	\$ 2,186,743	28%	
NON-OPERATING REVENUES	2,556,650	234,558	9%	Incl LAIF Int \$133,981; 3.59% as of 09/30/23
TOTAL REVENUES	10,334,513	2,421,301	23%	
EXPENSES				
PRODUCTION	2,154,893	244,093	11%	
DISTRIBUTION	1,371,696	214,128	16%	
CUSTOMER SERVICE	894,680	141,489	16%	
ADMINISTRATION	1,472,213	253,945	17%	
FINANCE	937,639	161,777	17%	
HUMAN RESOURCES	246,155	38,849	16%	
BONDS, LOANS & STBY	547,582	428,714	78%	Most costs occur at beginning of fiscal year.
REPORTS, STUDIES, & PLANS	370,000	8,526	2%	Previously Capital costs
CAPITAL IMPROVEMENT (CIRP)	399,197	115,996	29%	Expensed costs: Results depend upon capital project work.
HDMC TREATMENT (REIMB)	208,000	19,918	10%	Rough estimate; costs are 100% reimbursed after the fact.
BENEFITS ALLOCATED	INCL ABOVE	INCL ABOVE	18%	
FIELD ALLOCATED	INCL ABOVE	INCL ABOVE	18%	
OFFICE ALLOCATED	INCL ABOVE	INCL ABOVE	21%	
CAPITAL O/H CLEARING	(43,200)	(42,913)	99%	Offset for overhead applied to Capital projects
TOTAL EXPENSES	8,558,855	1,584,521	19% Percent of Budget Spent	
SURPLUS (DEFICIT)	\$ 1,775,658	\$ 836,780 *	vs. 25% of Year	

*Before depreciation

BUDGET ADJUSTMENTS	QE 09/30/2023
ADJUSTMENT	
No adjustments made this quarter. Forthcoming: GM's vehicle & Southern California Edison	
INCR (DECR) TO NET REVENUES	\$ -

CONSUMPTION		ROLLING 12 MONTHS	
12 MONTHS ENDING:	CONS (UNITS)	INCR (DECR) FROM PY	
09/30/2023	459,858	-8.63%	
09/30/2022	503,297	-5.22%	
09/30/2021	530,999		
TWO YEAR CHANGE>		-13.40%	



TOP 10 CONSUMERS		QE 09/30/2023
ACCOUNT	CONS (UNITS)	
JT Parks & Recreation	4,632	
Hi-Desert Medical Center (hospital and CCC)	4,117	
Quail Springs Village Apartments	2,525	
Joshua Tree Memorial Park	2,507	
William W Pyle Jr	1,232	
Morongo Unified School District	1,219	
Lazy H Mobilehome Park	1,166	
Individual (frequent high user)	917	
Autocamp	807	
Housing Partners Inc.	806	

TERMS: QE - QUARTER ENDING; YTD - FISCAL YEAR-TO-DATE; AS OF - CUMULATIVE THROUGH; PY - PRIOR YEAR
 CMM - COPPER MOUNTAIN MESA; CIRP - CAPITAL IMPROVEMENT REPLACEMENT PROGRAM



CASH BALANCES
As of 09/30/23

	CURRENT 9/30/23 TOTAL	INCR (DECR) FROM PY	LEGALLY RESTRICTED	BOARD DESIGNATED	UN- RESTRICTED	PRIOR QTR 6/30/23 TOTAL	PRIOR YEAR 9/30/22 TOTAL
Petty Cash	\$ 800	12%			800	\$ 800	701
Change Fund	1,500	0%			1,500	1,500	1,500
General Fund	235,600	-117%			235,600	172,220	510,925
Payroll Fund	20,005	-333%			20,005	20,007	86,562
LAIF Operating Reserve	1,844,157	-3%			1,844,157	1,844,157	1,901,156
Cash Flow Reserve	3,334,945	13%			3,334,945	4,447,950	2,915,562
Equip/Technology Reserve	242,516	-50%		\$ 242,516		242,516	363,522
Emergency Capital Reserve	2,395,166	16%		2,395,166		2,395,166	2,000,000
Meter Replacement Reserve	1,205,996	20%		1,205,996		1,205,996	970,030
Building Reserve	96,441	31%		96,441		96,441	66,441
Studies/Reports Reserve	105,408	-6%		105,408		105,408	111,306
Consumer/Project Deposits	355,211	16%	\$ 355,211			355,211	297,733
Water Capacity	1,133,239	-8%	1,133,239			1,118,101	1,224,152
Wastewater Capacity	2,273,262	12%	2,273,262			2,175,789	1,991,194
Cap Improv Reserve (formerly CIP Reserve)	2,901,649	3%		2,901,649		2,901,649	2,818,629
CMM Redemption	225,160	38%	225,160			367,505	140,150
Reserve	209,720	-17%	209,720			208,039	244,718
Prepayment	4,913	34%	4,913			4,873	3,246
	<u>16,585,688</u>	6%	<u>4,201,504</u>	<u>6,947,177</u>	<u>5,437,007</u>	<u>17,663,328</u>	<u>15,647,528</u>
CIRP Loan Fund	0	0%	0			0	0
	<u>\$ 16,585,688</u>	6%	<u>\$ 4,201,504</u>	<u>\$ 6,947,177</u>	<u>\$ 5,437,007</u>	<u>\$ 17,663,328</u>	<u>\$ 15,647,528</u>

\$	11,148,681	\$	5,437,007
	RESTRICTED		UNRESTRICTED

COMPARISON WITH LAST QUARTER \$ (1,077,640) DECREASE
COMPARISON WITH LAST YEAR \$ 938,160 INCREASE

TREASURER'S STATEMENT: This investment portfolio is in conformity with all the elements described in California Government Code section 53646(b) and the Joshua Basin Water District's Investment Policy. The Director of Finance believes the portfolio contains enough cash flow liquidity to meet the next six month's expected expenditures.

Anne Roman
Anne Roman, Director of Finance

*COMMON QUESTION: What causes changes in cash?
Think of our cash accounts in terms of a savings account. Whenever you earn more or spend less, the balance increases and, when doing the opposite, the balance decreases. Over a year, many factors change the cash balances, including changes in earning, spending, and the timing of those transactions.
In the last few years, unbudgeted (and legally restricted) development revenue has been a particularly large factor in increasing cash balances.*



CASH FLOW
1st Fiscal Quarter Ending 09/30/23

Beginning Cash Balance 07/01/23		<u>General Fund</u> \$ 17,663,328
 <u>Source of Funds (Revenues)</u>		
Total cash received during the quarter from all sources		2,657,620
	<i>Major sources:</i>	
- Water bill payments received from ratepayers	\$ 1,987,881	
- Property Tax/Assessment payments	100,184	
- Meter Installation/Capacity Fees	160,717	
<i>Approx. 5 new meters (4 in the wastewater zone) and 4 meter upgrades</i>		
- Consumer/Project Deposits	46,084	
- Special services (penalties, fire flows, will serves)	28,613	
- Insurance claim reimbursement	196,226	
- LAIF Interest Revenue	133,981	
- Liens and bad debt	3,525	
- Credit card rebate	410	
 <u>Use of Funds (Expenses)</u>		
Total use of cash during the quarter for all purposes		3,735,260
- Debt Service (CIRP, CMM P&I)	\$ 428,608	
- Inventory purchased	1,058,351.49	
- Operations, Salary & Benefits	1,585,215.00	
- Capital costs during the quarter	<u>\$663,085 including:</u>	
-- 4 Replacement Trucks plus G.M.'s	277,293	
-- D-1-1 Booster Upgrade	127,928	
-- Vacuum/Excavator	76,056	
-- Tilford Phase 2 Design & Install	66,549	
-- Paving @ Shop	24,313	
-- Belmont Design	22,665	
-- E2-1 Reservoir Upgrade	16,207	
-- SCADA Computer & Software Upgrade	14,404	
-- Tire changer	9,698	
-- 2-way Radios	8,689	
-- Ann'l Water Supply Assessment (AWSA)	7,765	
Ending Cash Balance 09/30/23		<u><u>\$ 16,585,688</u></u>
Total cash decreased	\$ (1,077,641)	



PROPERTY TAX AND ASSESMENT REVENUES AND COLLECTIONS
As of 09/30/23

	CURRENT YEAR				PRIOR YEAR		
	2023/2024				2022/2023		
	Billed Revenue	Y-T-D Collections	Billed % Collected	% incr/(decr) vs. Prior Yr	Billed Revenue	Y-T-D Collections	Billed % Collected
ID#2	0	2			0		
General District Taxes	723,043	21,579	3%		659,325	19,387	3%
CMM Assessment District	257,146	11,793	5%		256,281	10,240	4%
<i>Prior</i>		3,609		-48%		6,899	
Standby Assessments	1,182,490	43,039	4%		1,183,789	50,279	4%
<i>Prior</i>		20,161		87%		10,789	
TOTAL, incl Prior	2,162,679	100,184	5%		\$ 2,099,395	\$ 97,594	5%

Negative = Decrease

Total Property tax and Assessment **revenues** changed from last year by:

3%	\$ 63,284
----	-----------

Total Property tax and Assessment **collections** changed from last year by:

3%	\$ 2,590
----	----------

CMM prior year tax **collections** changed from last year by:

-48%	\$ (3,290)
------	------------

Standby prior year tax **collections** changed from last year by:

87%	\$ 9,372
-----	----------

Increases (decreases) in Prior year **collections** may indicate that property sales are increasing (decreasing) since taxes must be paid as ownership is transferred.

ID #2 has been paid off for several years and any activities are trailing adjustments.



BUDGET ADJUSTMENTS
1st Fiscal Quarter Ending 09/30/23

During this quarter, the following major budget adjustments were made

<u>Account/Project:</u>	<u>Before Adjustment:</u>	<u>Adjustment:</u>	<u>After Adjustment Fiscal Year Budget:</u>	<u>After Adjustment Inception to Date Budget (Projects only):</u>	<u>Other Info:</u>
-------------------------	---------------------------	--------------------	---	---	--------------------

No adjustments made this quarter.
 Forthcoming: GM's vehicle & Southern California Edison

Total Adjustments - Incr (Decr) to Net Revenues \$ -



BOARD REPORT SUMMARY
Fiscal Year-to-Date as of 09/30/23
 25% of year

REVENUES (Year-to-date)

Total Revenues	23%	
Water Revenues (Operating Revenues)	28%	
Property Tax & Assessment Revenues	0%	<i>Not posted as of 09/30/23; Revenues begin November.</i>
HDMC Revenues (billed in arrears)	0%	
Unbudgeted Development (Capacity/Install) Fees		
YEAR-TO-DATE total \$226,371		<i>Includes cash rec'd in prior year/prior unearned revenue.</i>
(5 meters YTD incl. 4 with wastewater; 4 upgrades)		

EXPENSES (Year-to-date)

	% of budget	
Production	11%	
Distribution	16%	
Customer Service	16%	
Administration	17%	
Finance	17%	
Human Resources	16%	
Bonds, Loans & Standby (& Non-Op Exp)	78%	<i>Most costs occur at beginning of fiscal year.</i>
Reports, Studies, & Plans	2%	<i>Previously Capital costs</i>
CIRP	29%	<i>Expensed costs: Budget results depend upon capital project involvement</i>
HDMC Treatment Plant	10%	<i>Budget is a rough estimate; costs are 100% reimbursed after the fact.</i>
Benefits Allocated	18%	
Field Allocated	18%	
Office Allocated	21%	
	19%	vs 25%

NOTE: Neither our revenues nor our expenses are evenly distributed throughout the year.

SUMMARY

Actual costs of \$1,584,525 equal 18.5% of \$8,558,855 budget.
 Total Operating Revenues exceed Total Operating Expenses by \$836,780.

REGULAR CHECK REGISTER ROLLING 12 MONTH TOTALS

APR 23	MAY 23	JUN 23	JULY 23	AUG 23	SEPT 23	TOTAL
\$ 442,159	\$ 500,050	\$ 547,767	\$ 714,212	\$ 1,041,022	\$ 1,264,829	\$ 7,310,378

OCT 22	NOV 22	DEC 22	JAN 23	FEB 23	MAR 23	AVERAGE
\$ 627,947	\$ 404,562	\$ 216,325	\$ 489,436	\$ 68,374	\$ 993,694	\$ 609,198



**Operating Board Report (Budget Report)

Account Summary

For Fiscal: 2023-2024 Period Ending: 09/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 01 - GENERAL FUND							
Revenue							
Program: 39 - ** OPERATING REVENUES **							
01-39-41010-FI	METERED WATER SALES	4,455,000.00	4,455,000.00	470,269.60	1,347,186.30	-3,107,813.70	30.24 %
01-39-41012-FI	ALLOW FOR CAAP/BILLING ADJ	-11,137.50	-11,137.50	-185.60	-353.60	10,783.90	3.17 %
01-39-41015-FI	BASIC FEES	2,731,000.00	2,731,000.00	225,687.27	676,366.56	-2,054,633.44	24.77 %
01-39-41016-FI	BASIC FEES - LOCKED/PULLED	399,000.00	399,000.00	33,006.42	98,371.11	-300,628.89	24.65 %
01-39-41030-FI	PRIVATE FIRE PROTECTION SERV.	34,000.00	34,000.00	3,504.32	10,512.96	-23,487.04	30.92 %
01-39-41040-FI	SPECIAL SERVICES REVENUE	170,000.00	170,000.00	19,582.67	54,659.28	-115,340.72	32.15 %
Program: 39 - ** OPERATING REVENUES ** Total:		7,777,862.50	7,777,862.50	751,864.68	2,186,742.61	-5,591,119.89	28.11%
Program: 40 - ** NON-OPERATING REVENUES **							
01-40-41045-FI	HDMC WWTP OPERATIONS REIMB	208,000.00	208,000.00	0.00	0.00	-208,000.00	0.00 %
01-40-41046-FI	HDMC WWTP OVERHEAD/FEES REI	46,800.00	46,800.00	0.00	0.00	-46,800.00	0.00 %
01-40-42100-FI	STANDBY REVENUE-CURRENT	1,200,000.00	1,200,000.00	0.00	0.00	-1,200,000.00	0.00 %
01-40-43000-FI	PROPERTY TAX REVENUE	685,000.00	685,000.00	0.00	0.00	-685,000.00	0.00 %
01-40-43020-FI	ASSESSMENT REVENUE - CMM	202,850.00	202,850.00	0.00	0.00	-202,850.00	0.00 %
01-40-44010-FiD	WATER CAPACITY CHARGES	0.00	0.00	44,267.60	131,927.00	131,927.00	0.00 %
01-40-44030-FiD	METER INSTALLATION & UPGRADE	0.00	0.00	6,006.00	24,024.00	24,024.00	0.00 %
01-40-44050-FI	WASTEWATER CAPACITY CHARGES	0.00	0.00	11,124.64	70,420.00	70,420.00	0.00 %
01-40-47000-FI	MISCELLANEOUS REVENUE	20,000.00	20,000.00	833.61	7,971.42	-12,028.58	39.86 %
01-40-47002-FI	INTEREST REVENUE	194,000.00	194,000.00	70.66	215.83	-193,784.17	0.11 %
Program: 40 - ** NON-OPERATING REVENUES ** Total:		2,556,650.00	2,556,650.00	62,302.51	234,558.25	-2,322,091.75	9.17%
Revenue Total:		10,334,512.50	10,334,512.50	814,167.19	2,421,300.86	-7,913,211.64	23.43%
Expense							
Program: 01 - ** PRODUCTION **							
01-01-5-01-01118-FI	PRODUCTION SALARY (incl STBY,CL	447,940.00	447,940.00	33,072.00	68,211.04	379,728.96	15.23 %
01-01-5-01-02205-RL	WATER TREATMENT EXPENSE	20,000.00	20,000.00	897.14	2,870.86	17,129.14	14.35 %
01-01-5-01-02210-RL	SMALL TOOLS - PRODUCTION	10,000.00	10,000.00	255.78	374.56	9,625.44	3.75 %
01-01-5-01-03102-GM	WATER RECHARGE PURCHASE	685,300.00	685,300.00	0.00	0.00	685,300.00	0.00 %
01-01-5-01-03111-D/P	EQUIPMENT RENTAL	15,000.00	15,000.00	5,016.92	5,016.92	9,983.08	33.45 %
01-01-5-01-03115-RL	PUMPING PLANT REPAIR & MAINT.	50,000.00	50,000.00	1,867.06	8,955.77	41,044.23	17.91 %
01-01-5-01-03120-RL	TANK & RESERVOIR MAINTENANCE	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00 %
01-01-5-01-03207-RL	GENERATOR (ALL) REPAIR & MAINT	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %
01-01-5-01-04004-RL	LABORATORY SERVICES	20,000.00	20,000.00	2,399.19	3,987.07	16,012.93	19.94 %
01-01-5-01-06105-RL	POWER FOR PUMPING (ELECTRIC)	340,000.00	340,000.00	44,980.57	67,690.15	272,309.85	19.91 %
01-01-5-01-06501-RL	TELEMETRY / SCADA EXPENSE	5,000.00	5,000.00	243.00	729.00	4,271.00	14.58 %
01-01-5-01-07002-GM	RIGHT OF WAY	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %
01-01-5-01-98001-FI	EE BENEFITS ALLOCATED	323,426.35	323,426.35	57,051.94	57,051.94	266,374.41	17.64 %
01-01-5-01-98002-FI	FIELD EXPENSES ALLOCATED	158,227.10	158,227.10	29,205.52	29,205.52	129,021.58	18.46 %
Program: 01 - ** PRODUCTION ** Total:		2,154,893.45	2,154,893.45	174,989.12	244,092.83	1,910,800.62	11.33%
Program: 02 - ** DISTRIBUTION **							
01-02-5-02-01130-FI	DISTRIBUTION SALARY (incl STBY,C	561,614.00	561,614.00	47,023.00	94,831.98	466,782.02	16.89 %
01-02-5-02-02211-JC	SMALL TOOLS - DISTRIBUTION	12,833.00	12,833.00	359.13	1,220.94	11,612.06	9.51 %
01-02-5-02-02920-FI	INVENTORY-OVER & SHORT	45,000.00	45,000.00	0.00	0.00	45,000.00	0.00 %
01-02-5-02-03106-JC	MAINLINE AND LEAK REPAIR	120,000.00	120,000.00	2,756.89	5,352.56	114,647.44	4.46 %
01-02-5-02-03206-JC	TRACTOR REPAIR / MAINT. (NON-CI	14,000.00	14,000.00	0.00	3,677.81	10,322.19	26.27 %
01-02-5-02-04005-JC	UTILITY LOCATING (DIG ALERT)	14,000.00	14,000.00	101.00	832.38	13,167.62	5.95 %
01-02-5-02-98001-FI	EE BENEFITS ALLOCATED	405,808.54	405,808.54	71,584.04	71,584.04	334,224.50	17.64 %
01-02-5-02-98002-FI	FIELD EXPENSES ALLOCATED	198,440.42	198,440.42	36,628.08	36,628.08	161,812.34	18.46 %
Program: 02 - ** DISTRIBUTION ** Total:		1,371,695.96	1,371,695.96	158,452.14	214,127.79	1,157,568.17	15.61%

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

For Fiscal: 2023-2024 Period Ending: 09/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Program: 03 - ** CUSTOMER SERVICE **							
01-03-5-03-01107-FI	FIELD SALARY - CUSTOMER SERVICE	63,288.00	63,288.00	8,427.63	17,332.97	45,955.03	27.39 %
01-03-5-03-01114-FI	OFFICE SALARY - CUSTOMER SERV.	305,660.00	305,660.00	22,919.16	44,355.13	261,304.87	14.51 %
01-03-5-03-03107-JC	METER SERVICE REPAIR (INTERNAL	30,000.00	30,000.00	100.00	4,395.00	25,605.00	14.65 %
01-03-5-03-05201-JC	METER READING EQUIPMENT & EX	5,000.00	5,000.00	980.50	1,957.54	3,042.46	39.15 %
01-03-5-03-07000-DOA	MISC UTILITY ADJUSTMENTS	3,000.00	3,000.00	78.45	78.45	2,921.55	2.62 %
01-03-5-03-07004-DOA	LOW INCOME ASSISTANCE (UNITED	6,650.00	6,650.00	500.00	600.00	6,050.00	9.02 %
01-03-5-03-07010-DOF	BAD DEBT	60,000.00	60,000.00	0.00	-3.00	60,003.00	-0.01 %
01-03-5-03-07015-DOA	CUSTOMER SERVICE - OTHER (Bill p	34,150.00	34,150.00	2,533.54	1,521.79	32,628.21	4.46 %
01-03-5-03-98001-FI	EE BENEFITS ALLOCATED	266,470.77	266,470.77	47,005.06	47,005.06	219,465.71	17.64 %
01-03-5-03-98002-FI	FIELD EXPENSES ALLOCATED	22,377.21	22,377.21	4,130.38	4,130.38	18,246.83	18.46 %
01-03-5-03-98003-FI	OFFICE EXPENSE ALLOCATED	98,084.30	98,084.30	20,115.31	20,115.31	77,968.99	20.51 %
Program: 03 - ** CUSTOMER SERVICE ** Total:		894,680.28	894,680.28	106,790.03	141,488.63	753,191.65	15.81%
Program: 04 - ** ADMINISTRATION **							
01-04-5-04-01108-FI	ADMINISTRATION SALARY	477,622.00	477,622.00	40,770.21	83,278.88	394,343.12	17.44 %
01-04-5-04-01121-FI	DIRECTORS SALARY	31,253.40	31,253.40	4,167.12	7,466.09	23,787.31	23.89 %
01-04-5-04-01210-GM	DIRECTORS / C.A.C. TRAINING	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
01-04-5-04-04007-GM	LEGISLATIVE ADVOCACY	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00 %
01-04-5-04-07008-GM	BUSINESS EXPENSE	6,000.00	6,000.00	140.00	1,016.90	4,983.10	16.95 %
01-04-5-04-07014-GM	PUBLIC INFORMATION	75,000.00	75,000.00	1,914.09	9,587.19	65,412.81	12.78 %
01-04-5-04-07016-GM	MEMBERSHIP, DUES & SUBSCRIPT (60,000.00	60,000.00	0.00	10,160.00	49,840.00	16.93 %
01-04-5-04-07020-GM	WATER CONSERVATION EXPENSE	21,000.00	21,000.00	620.00	1,433.75	19,566.25	6.83 %
01-04-5-04-07025-GM	LEGAL SERVICES - NON-PERSONNEL	55,000.00	55,000.00	0.00	1,835.82	53,164.18	3.34 %
01-04-5-04-07218-CRP	SAFETY EXPENSE (EQUIP & SUPPLIE	18,000.00	18,000.00	445.70	445.70	17,554.30	2.48 %
01-04-5-04-07219-GM	EMERGENCY PREPAREDNESS	22,000.00	22,000.00	14,627.83	14,956.35	7,043.65	67.98 %
01-04-5-04-07401-GMH	PROPERTY INSURANCE & RISK MG	141,100.00	141,100.00	31,480.69	31,480.69	109,619.31	22.31 %
01-04-5-04-98001-FI	EE BENEFITS ALLOCATED	344,988.11	344,988.11	60,855.40	60,855.40	284,132.71	17.64 %
01-04-5-04-98003-FI	OFFICE EXPENSE ALLOCATED	153,249.09	153,249.09	31,428.61	31,428.61	121,820.48	20.51 %
01-04-5-05-02305-GM	MAPS/DRAFTING SUPPLIES	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
01-04-5-05-04008-GM	ENGINEERING CONTRACT SERVICES	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00 %
Program: 04 - ** ADMINISTRATION ** Total:		1,472,212.60	1,472,212.60	186,449.65	253,945.38	1,218,267.22	17.25%
Program: 06 - ** FINANCE **							
01-06-5-06-01101-FI	FINANCE SALARY	406,027.00	406,027.00	41,932.95	74,768.36	331,258.64	18.41 %
01-06-5-06-04009-DOF	ACCOUNTING/AUDIT SERVICES	73,050.00	73,050.00	0.00	1,336.57	71,713.43	1.83 %
01-06-5-06-07001-DOF	FINANCE - OTHER (P/R Proc, Bank f	35,180.00	35,180.00	2,337.56	7,251.53	27,928.47	20.61 %
01-06-5-06-98001-FI	EE BENEFITS ALLOCATED	293,117.85	293,117.85	51,705.56	51,705.56	241,412.29	17.64 %
01-06-5-06-98003-FI	OFFICE EXPENSE ALLOCATED	130,263.76	130,263.76	26,714.74	26,714.74	103,549.02	20.51 %
Program: 06 - ** FINANCE ** Total:		937,638.61	937,638.61	122,690.81	161,776.76	775,861.85	17.25%
Program: 07 - ** HUMAN RESOURCES **							
01-07-5-07-01102-FI	PERSONNEL SALARY	78,680.00	78,680.00	7,354.66	14,069.11	64,610.89	17.88 %
01-07-5-07-01105-GMH	AWARDS SALARY/LEAVE	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-07-5-07-01215-GMH	EMPLOYEE TRAINING	30,000.00	30,000.00	7,745.64	8,961.85	21,038.15	29.87 %
01-07-5-07-01217-GMH	EMPLOYEE EDUCATION	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
01-07-5-07-01905-GMH	EMPLOYMENT RECRUITING EXPENS	8,500.00	8,500.00	115.00	498.98	8,001.02	5.87 %
01-07-5-07-01910-GMH	LABOR LEGAL FEES	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00 %
01-07-5-07-01915-GMH	PERSONNEL - OTHER	2,000.00	2,000.00	0.00	135.00	1,865.00	6.75 %
01-07-5-07-01920-GMH	AWARDS GIFTS	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-07-5-07-98001-FI	EE BENEFITS ALLOCATED	56,752.17	56,752.17	10,011.00	10,011.00	46,741.17	17.64 %
01-07-5-07-98003-FI	OFFICE EXPENSE ALLOCATED	25,222.85	25,222.85	5,172.75	5,172.75	20,050.10	20.51 %
Program: 07 - ** HUMAN RESOURCES ** Total:		246,155.02	246,155.02	30,399.05	38,848.69	207,306.33	15.78%
Program: 09 - ** BONDS, LOANS & STANDBY **							
01-09-5-09-08115-FI	CMM PRINCIPLE	116,000.00	116,000.00	116,000.00	116,000.00	0.00	100.00 %
01-09-5-09-08130-FI	(CIRP) MUNICIPAL FINANCE LOAN P	176,801.71	176,801.71	0.00	176,801.71	0.00	100.00 %
01-09-5-09-08215-FI	INTEREST EXPENSE - CMM	86,850.00	86,850.00	44,717.35	44,717.35	42,132.65	51.49 %
01-09-5-09-08220-FI	(CIRP) MUNICIPAL FINANCE LOAN I	91,089.19	91,089.19	0.00	91,089.19	0.00	100.00 %
01-09-5-09-08320-FI	GENERAL TAX COLLECTION CHARG	4,725.00	4,725.00	0.00	52.10	4,672.90	1.10 %
01-09-5-09-08325-FI	ADMINISTRATION - CMM	12,600.00	12,600.00	0.00	0.00	12,600.00	0.00 %

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

For Fiscal: 2023-2024 Period Ending: 09/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
01-09-5-09-08330-DOF	STANDBY ADMINISTRATION	59,516.00	59,516.00	0.00	54.12	59,461.88	0.09 %
Program: 09 - ** BONDS, LOANS & STANDBY ** Total:		547,581.90	547,581.90	160,717.35	428,714.47	118,867.43	78.29%
Program: 10 - ** REPORTS, STUDIES, & PLANS **							
01-10-5-10-19001-DOF	#A21201: 2022 RATE & FEE STUDY	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
01-10-5-10-19002-GM	#A22216 (CIP) CAPITAL IMPROV PL	250,000.00	250,000.00	0.00	0.00	250,000.00	0.00 %
01-10-5-10-19003-GM	#A22229/#E23001 ANN'L WATER S	12,000.00	12,000.00	1,820.00	1,820.00	10,180.00	15.17 %
01-10-5-10-19004-GM	#E23002 2023 STRATEGIC PLAN	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %
01-10-5-10-19005-GM	#E23003 2023 HAZARD MITIGATIO	38,000.00	38,000.00	6,071.43	6,271.43	31,728.57	16.50 %
01-10-5-10-19007-GM	#E23004: ANN'L WATER LOSS REPO	10,000.00	10,000.00	434.35	434.35	9,565.65	4.34 %
Program: 10 - ** REPORTS, STUDIES, & PLANS ** Total:		370,000.00	370,000.00	8,325.78	8,525.78	361,474.22	2.30%
Program: 12 - ** CAPITAL IMPROVEMENT REPLACEMENT PROGRAM (CIRP)							
01-12-5-12-01136-FI	CIRP: STANDBY/CALLBACK	0.00	0.00	5,136.92	21,263.64	-21,263.64	0.00 %
01-12-5-12-01212-FI	CIRP: COMPENSATED LEAVE	69,346.00	69,346.00	9,727.66	16,882.29	52,463.71	24.35 %
01-12-5-12-02213-CRP	CIRP: SMALL TOOLS/MISC. EXP.	12,833.00	12,833.00	-1,803.17	32.01	12,800.99	0.25 %
01-12-5-12-02213-FI	CIRP: SALARY (excl STBY,CLBK)	475,793.00	475,793.00	14,619.58	15,263.97	460,529.03	3.21 %
01-12-5-12-05010-CRP	CIRP: VEHICLE/EQUIP EXPENSE (TR	27,000.00	27,000.00	4,784.63	4,784.63	22,215.37	17.72 %
01-12-5-12-98001-FI	EE BENEFITS ALLOCATED	343,564.21	343,564.21	60,604.23	60,604.23	282,959.98	17.64 %
01-12-5-12-98002-FI	FIELD EXPENSES ALLOCATED	168,075.27	168,075.27	31,023.28	31,023.28	137,051.99	18.46 %
01-12-5-12-98777-FI	CIRP: SALARY CLEARING (PROJ SAL	-404,424.05	-404,424.05	0.00	0.00	-404,424.05	0.00 %
01-12-5-12-98779-FI	CIRP: BENEFITS CLEARING (PROJ BE	-292,990.53	-292,990.53	-33,858.55	-33,858.55	-259,131.98	11.56 %
Program: 12 - ** CAPITAL IMPROVEMENT REPLACEMENT PROGRA		399,196.90	399,196.90	90,234.58	115,995.50	283,201.40	29.06%
Program: 20 - ** HDMC TREATMENT PLANT (Reimbursable) **							
01-20-5-20-03101-DWR	HDMC: OTHER	68,000.00	68,000.00	0.00	0.00	68,000.00	0.00 %
01-20-5-20-04100-DWR	HDMC: CONTRACTED OPERATION E	120,000.00	120,000.00	8,893.76	16,097.29	103,902.71	13.41 %
01-20-5-20-06100-DWR	HDMC: PUMPING POWER	20,000.00	20,000.00	1,870.94	3,820.64	16,179.36	19.10 %
Program: 20 - ** HDMC TREATMENT PLANT (Reimbursable) ** Tot		208,000.00	208,000.00	10,764.70	19,917.93	188,082.07	9.58%
Program: 51 - ** BENEFITS ALLOCATED TO DEPTS **							
01-51-5-51-01211-FI	COMPENSATED LEAVE	348,654.00	348,654.00	21,849.53	57,969.30	290,684.70	16.63 %
01-51-5-51-01216-FI	CAFETERIA PLAN EXPENSE	793,193.00	793,193.00	37,399.50	110,176.58	683,016.42	13.89 %
01-51-5-51-01220-FI	GROUP INSURANCE EXPENSE	38,278.00	38,278.00	2,060.76	5,248.21	33,029.79	13.71 %
01-51-5-51-01225-FI	WORKERS COMPENSATION INSURA	110,701.00	110,701.00	0.00	0.00	110,701.00	0.00 %
01-51-5-51-01230-FI	RETIREMENT: PERS Classic 2%@55	359,168.00	359,168.00	16,390.54	116,955.10	242,212.90	32.56 %
01-51-5-51-01231-FI	RETIREMENT: PERS Tier 2 2%@62	91,824.00	91,824.00	9,297.76	18,432.21	73,391.79	20.07 %
01-51-5-51-01232-FI	RETIREMENT: PERS - TEMP	3,600.00	3,600.00	0.00	0.00	3,600.00	0.00 %
01-51-5-51-01233-FI	RETIREMENT - 457 CONTRIBUTION	34,600.00	34,600.00	2,162.50	6,042.50	28,557.50	17.46 %
01-51-5-51-01250-GMH	MISC. BENEFITS: WELLNESS	9,686.00	9,686.00	0.00	0.00	9,686.00	0.00 %
01-51-5-51-01305-FI	PAYROLL TAXES	244,424.00	244,424.00	20,581.97	43,993.33	200,430.67	18.00 %
01-51-5-51-98000-FI	ALLOCATED EXPENSES - BENEFITS	-2,034,128.00	-2,034,128.00	-358,817.23	-358,817.23	-1,675,310.77	17.64 %
Program: 51 - ** BENEFITS ALLOCATED TO DEPTS ** Total:		0.00	0.00	-249,074.67	0.00	0.00	0.00%
Program: 52 - ** FIELD ALLOCATED TO DEPTS **							
01-52-5-52-01240-D/P	UNIFORMS (FIELD)	17,120.00	17,120.00	-76.27	8,896.38	8,223.62	51.96 %
01-52-5-52-02206-D/P	SHOP EXPENSE - COMBINED	20,000.00	20,000.00	3,799.13	9,910.85	10,089.15	49.55 %
01-52-5-52-02209-DWR	SHOP OFFICE SUPPLIES	20,000.00	20,000.00	240.24	240.24	19,759.76	1.20 %
01-52-5-52-03905-D/P	BUILDING REPAIR/MAINT-SHOP/SIT	29,000.00	29,000.00	1,970.14	6,631.74	22,368.26	22.87 %
01-52-5-52-04015-CRP	OPS: SOFTWARE	122,500.00	122,500.00	24,256.67	24,256.67	98,243.33	19.80 %
01-52-5-52-04016-DOA	OPS: COMP SUPPORT (IT SERVICES)	37,500.00	37,500.00	0.00	102.00	37,398.00	0.27 %
01-52-5-52-04018-DOA	OPS: COMP EQUIP & EQUIP MAINT	10,000.00	10,000.00	562.98	962.73	9,037.27	9.63 %
01-52-5-52-05005-D/P	FUEL-VEHICLES	120,000.00	120,000.00	6,140.70	27,473.39	92,526.61	22.89 %
01-52-5-52-05010-D/P	AUTO EXPENSE - FIELD	35,000.00	35,000.00	1,923.09	3,289.15	31,710.85	9.40 %
01-52-5-52-06305-DOA	COMMUNICATIONS-MOBILE	30,000.00	30,000.00	2,079.10	4,170.54	25,829.46	13.90 %
01-52-5-52-07009-D/P	REGULATORY-PERMITS, FEES, CERT	106,000.00	106,000.00	8,247.60	15,053.57	90,946.43	14.20 %
01-52-5-52-98000-FI	ALLOCATED EXPENSES - FIELD	-547,120.00	-547,120.00	-100,987.26	-100,987.26	-446,132.74	18.46 %
Program: 52 - ** FIELD ALLOCATED TO DEPTS ** Total:		0.00	0.00	-51,843.88	0.00	0.00	0.00%
Program: 53 - ** OFFICE ALLOCATED TO DEPTS **							
01-53-5-53-01405-GMH	TEMPORARY LABOR - OFFICE	15,000.00	15,000.00	1,716.80	11,524.02	3,475.98	76.83 %
01-53-5-53-02105-DOA	OFFICE SUPPLIES	38,820.00	38,820.00	3,052.78	4,455.01	34,364.99	11.48 %

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

For Fiscal: 2023-2024 Period Ending: 09/30/2023

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Used
01-53-5-53-02107-DOA	ADMIN: COMP EQUIP & EQUIP MAI	35,000.00	35,000.00	1,598.20	2,265.19	32,734.81	6.47 %
01-53-5-53-02110-DOA	POSTAGE	33,500.00	33,500.00	2,542.62	6,597.26	26,902.74	19.69 %
01-53-5-53-03906-DOA	BUILDING REPAIR/MAINT - OFFICE	40,000.00	40,000.00	1,296.03	5,316.21	34,683.79	13.29 %
01-53-5-53-04010-DOA	ADMIN: COMP SUPPORT (IT SERVIC	60,000.00	60,000.00	1,092.50	17,313.50	42,686.50	28.86 %
01-53-5-53-04015-DOA	ADMIN: SOFTWARE	110,000.00	110,000.00	20,157.49	19,498.57	90,501.43	17.73 %
01-53-5-53-05010-DOA	AUTO EXPENSE - OFFICE	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00 %
01-53-5-53-06205-DOA	TELEPHONE AND UTILITIES	71,000.00	71,000.00	8,013.51	16,461.65	54,538.35	23.19 %
01-53-5-53-98000-FI	ALLOCATED EXPENSES - OFFICE	-406,820.00	-406,820.00	-83,431.41	-83,431.41	-323,388.59	20.51 %
Program: 53 - ** OFFICE ALLOCATED TO DEPTS ** Total:		0.00	0.00	-43,961.48	0.00	0.00	0.00%
Program: 60 - ** CAPITAL O/H CLEARING **							
01-60-6-60-61001-FI	OVERHEAD - PRODUCTION TOTAL (-7,200.00	-7,200.00	-9,269.55	-9,269.55	2,069.55	128.74 %
01-60-6-60-61002-FI	OVERHEAD - DISTRIBUTION TOTAL (-15,000.00	-15,000.00	0.00	0.00	-15,000.00	0.00 %
01-60-6-60-61005-FI	OVERHEAD - CIRP (5380/90)	-21,000.00	-21,000.00	-33,643.42	-33,643.42	12,643.42	160.21 %
Program: 60 - ** CAPITAL O/H CLEARING ** Total:		-43,200.00	-43,200.00	-42,912.97	-42,912.97	-287.03	99.34%
Expense Total:		8,558,854.72	8,558,854.72	662,020.21	1,584,520.79	6,974,333.93	18.51%
Fund: 01 - GENERAL FUND Surplus (Deficit):		1,775,657.78	1,775,657.78	152,146.98	836,780.07	-938,877.71	47.13%
Report Surplus (Deficit):		1,775,657.78	1,775,657.78	152,146.98	836,780.07	-938,877.71	47.13%

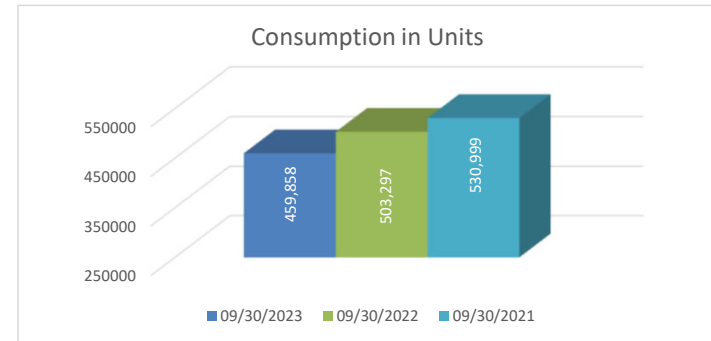
Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	1,775,657.78	1,775,657.78	152,146.98	836,780.07	-938,877.71
Report Surplus (Deficit):	1,775,657.78	1,775,657.78	152,146.98	836,780.07	-938,877.71



WATER SALES CONSUMPTION STATISTICS
As of 09/30/23

Rolling 12 months ending:	CURRENT 09/30/2023	PRIOR 1 09/30/2022	PRIOR 2 09/30/2021
CCF (units)	459,858	503,297	530,999
Gallons	343,973,784	376,466,156	397,187,252
Acre Feet	1,056	1,155	1,219
Change/PY	-8.63% decrease	-5.22% decrease	
Change from Two Years Prior			-13.40% decrease



CONSUMPTION RANKING - TOP TEN

	ACCOUNT NAME	Consumption (CCF/units)					QE 09/30/23 RANK	22/23 FY RANK	21/22 FY RANK			
		HOUSING	PUBLIC AGENCY	HOSPITAL/MED	COMMERICAL	INDIVIDUAL/TEMP						
1	JT Parks & Recreation		4,632				1	4,632	2	9,115	2	11,194
2	Hi-Desert Medical Center (hospital and CCC)			4,117			2	4,117	1	13,783	1	15,657
3	Quail Springs Village Apartments	2,525					3	2,525	3	8,412	3	8,888
4	Joshua Tree Memorial Park				2,507		4	2,507	4	7,522	4	6,547
5	William W Pyle Jr	1,232					5	1,232	7	3,071	7	2,950
6	Morongo Unified School District		1,219				6	1,219	6	3,482	5	6,405
7	Lazy H Mobilehome Park	1,166					7	1,166	8	2,815	6	3,824
8	Individual (frequent high use)					917	8	917	Individual varies			
9	Autocamp	807					10	807	5	3,785	9	2,040
10	Housing Partners Inc.	806					9	806	9	2,027	8	2,625
	TYPE TOTALS	6,536	5,851	4,117	2,507	917		19,928		54,012		60,130
		1	2	3	4	5						