



PO Box 675 • 61750 Chollita Road • Joshua Tree CA 92252
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JOSHUA BASIN WATER DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY MARCH 5, 2014 7:00 PM
61750 CHOLLITA ROAD, JOSHUA TREE, CALIFORNIA 92252
AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. PUBLIC OATH OF OFFICE FOR NEW GENERAL MANAGER, CURT SAUER
4. DETERMINATION OF QUORUM
5. APPROVAL OF AGENDA

6. 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.

7. 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. 1-4

A. Approve Draft Minutes of the February 19, 2014 Regular Meeting of the Board of Directors

Pg. 5-12

B. Financial Report for December 2013

Pg. 13-27

C. Check Audit Report for January 2014

Pg. 28-29

D. Resolution 14-916 authorizing new signers at US Bank

8. STRATEGIC PLAN SUMMARY REVIEW
Recommend that the Board receive report and authorize changes.
9. COMMITTEE REPORTS:
AD HOC:
 - A. ADMINISTRATION CODE UPDATE PROJECT: President Fuller and Director Luckman
 - B. HOSPITAL WASTEWATER PROJECT: Director Luckman and President Fuller
 - C. MOJAVE WATER AGENCY INTEGRATED REGIONAL WATER MANAGEMENT PLAN COMMITTEE: Director Luckman and President Fuller
 - D. RULES AND REGULATIONS COMMITTEE: President Fuller and Vice President Reynolds
 - E. TANK RESTORATION PROJECT: Director Wilson and Director Johnson
 - F. SOLAR PROJECT REVIEW COMMITTEE: President Fuller and Director Luckman
10. 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
11. PUBLIC COMMENT
At this time, any member of the public may address the Board on matters within the Board's jurisdiction that are not listed on the agenda. Please use the podium microphone. The Board may not discuss at length or take action on items not on the agenda.
12. GENERAL MANAGER REPORT
13. INDIVIDUAL DIRECTOR REPORTS ON MEETINGS ATTENDED
14. DIRECTORS COMMENTS/REPORTS
15. DISTRICT GENERAL COUNSEL REPORT
16. FUTURE AGENDA ITEMS
17. 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 March 12 at 7:00 pm and March 19 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
Minutes of the
REGULAR MEETING OF THE BOARD OF DIRECTORS
February 19, 2014

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
Keith Faul, GIS Coordinator

CONSULTANTS PRESENT:

Gil Granito, District Counsel
Mike Metts, District Engineer, Dudek & Associates
Kathleen Radnich, Public Outreach Consultant

GUESTS 14

4. APPROVAL OF AGENDA

MSC Luckman/Johnson 5/0 to approve the agenda for the February 19, 2014 Regular Meeting of the Board of Directors.

Fuller	Aye
Johnson	Aye
Luckman	Aye
Reynolds	Aye
Wilson	Aye

5. PUBLIC COMMENT

Kimberly Bowers of Joshua Tree commented recommending Curt Sauer's appointment as District General Manager, describing him as an articulate, uplifting and inspiring leader.

6. CONSENT CALENDAR

MSC Reynolds/Luckman 5/0 to approve the draft minutes of the February 5, 2014 Regular Meeting of the Board of Directors.

7. EMPLOYMENT AGREEMENT FOR THE GENERAL MANAGER

President Fuller reported that the proposed agreement was developed by the Ad Hoc GM Negotiating Committee with input from members of the Board. Director Wilson asked if the District had received a Form 700 from Mr. Sauer; District Counsel Gil Granito stated that the new general manager would need to complete the form within 30 days. Director Johnson stated he was excited about the appointment and is looking forward to working with Mr. Sauer. Director Luckman stated we are lucky that Mr. Sauer accepted an offer to join the District. Vice President Reynolds stated he is looking forward to Mr. Sauer coming aboard once the contract is approved. President Fuller commented that Mr. Sauer will be an asset to the

community and the District.

District Counsel Granito stated that Mr. Sauer would like to start his employment on February 24th and action taken should reflect that the employment agreement will be effective as of February 24th.

MSC Luckman/Reynolds 4/1 to approve the employment agreement as amended with an effective date of February 24, 2014.

Fuller	Aye
Johnson	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

8. DISCUSS OPERATION OF PRIVATE PACKAGE TREATMENT PLANTS

Acting General Manager Greer reported that in 2007 the District obtained sewer authority from the San Bernardino County Local Agency Formation Commission (LAFCO). District Engineer Mike Metts of Dudek & Associates was present and gave a report explaining that it is important for the District to operate sewage treatment plants here in order ensure protection of the water quality.

9. NOMINATION OF JBWD DIRECTOR FOR REGULAR OR ALTERNATE SPECIAL DISTRICT MEMBER OF THE LOCAL AGENCY FORMATION COMMISSION (LAFCO)

President Fuller reported. LAFCO has an opening for Regular Special District member and for Alternate Special District member. After some discussion the following action was taken:

MSC Reynolds/Johnson 4/1 to nominate Director Luckman for the position of Regular Special District Member or if that position is not available for Director Luckman the nomination of Director Luckman is for the position of Alternate Special District member; if Director Luckman can be considered for the position of Regular Special District Member the nomination for the position of Alternate Special District member is President Fuller.

Fuller	Aye
Johnson	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

10. CONSIDER INCREASE TO DIRECTOR COMPENSATION

AGM Greer reported that Director compensation can be increased annually, not to exceed 5% per calendar year.

The District has not increased Director compensation since 2008. The subject should be discussed by the Board each year. Director Wilson made a motion to decrease the amount of Director compensation to \$75 per service day. Since this item was not agendized as an action item, there was no second to the motion. Director Luckman commented that this item should be considered by the Board each year; however she is not in favor of an increase at this time. Vice President Reynolds stated he would like more information such as the cost of living, what other districts similar to ours are doing, and what other rates of increases have other boards implemented. He suggested that the District's (Citizens Advisory Committee) gather thoughts from the community and bring that information back to the Board, and that staff research what neighboring and similar districts are doing. President Fuller stated the subject should be discussed by the Board on a regular basis but she does not see a need for an increase at this time. She suggested that the new General Manager address this and possibly refer to the CAC.

Tom Floen of Joshua Tree asked what the yearly cost is for Director compensation and how that would be affected by an increase or reduction in the amount of compensation. AGM Greer stated Director

compensation for last year was about \$30,000 and a five percent increase would be about \$1,500 a year.

11. COMMITTEE REPORTS

AD HOC COMMITTEES:

- A. ADMINISTRATION CODE UPDATE PROJECT: President Fuller and Director Luckman: This will be addressed after updates to the Rules and Regulations are completed.
- B. HOSPITAL WASTEWATER PROJECT: Director Luckman and President Fuller: Director Luckman stated the committee is working with legal counsel.
- C. MOJAVE WATER AGENCY INTEGRATED REGIONAL WATER MANAGEMENT PLAN COMMITTEE: Director Luckman and President Fuller: President Fuller reported she attended the last meeting; projects for the plan are being rated.
- D. RULES AND REGULATIONS COMMITTEE: President Fuller and Vice President Reynolds: President Fuller reported the committee has completed updates to the first section and will continue review of the Rules and Regulations in about a month.
- E. TANK RESTORATION PROJECT: Director Wilson and Director Johnson: No report at this time.

President Fuller appointed herself and Director Luckman to a new committee to comment on solar projects.

12. STANDING COMMITTEES:

- A. PUBLIC INFORMATION COMMITTEE: Director Luckman and President Fuller: Public Outreach Consultant Kathleen Radnich reported that a “hot button” will be activated on the District website for information about the drought. On March 30 the District will host a Water Education Day along with other water districts and many other local organizations.
- B. FINANCE COMMITTEE: President Fuller and Director Johnson: President Fuller reported the Finance Committee will meet on the last Monday of the month; the public is welcome to attend.

13. PUBLIC COMMENT

None.

14. GENERAL MANAGER REPORT

AGM Greer reported on the monthly field activity report for January. The District pumped 31.6 million gallons of water; about 270 samples were collected; one mainline and two service line leaks were repaired; eight air vacs were replaced; five service lines were replaced; 65 valves were exposed, exercised and raised to grade; maintenance was performed on 37 hydrants.

15. DIRECTORS COMMENTS/REPORTS

Director Johnson welcomed the new general manager. Director Luckman reported attending a workshop on Chromium-6, and attending a Mojave Water Agency meeting. She stated that the JBWD Public Information Committee met this morning. Vice President Reynolds wished Curt Sauer good luck as new general manager. President Fuller commented they had a good Public Information Committee meeting this morning. She noted that in January the Board approved placing a plant and plaque in the demonstration garden to commemorate Director Luckman’s leadership as Board President in 2013. She showed the plaque that had been prepared and reported that an ironwood tree had been donated.

16. DISTRICT GENERAL COUNSEL REPORT

District Counsel Gil Granito reported that Coachella Valley Water District and the City of Watsonville will

meet this week with the state department of health regarding the proposed MLC for Chromium-6.

17. FUTURE AGENDA ITEMS

None requested.

18. ADJOURNMENT 8:08 PM

MSC Fuller/Reynolds 5/0 to adjourn the February 19, 2014 Regular Meeting of the Board of Directors.

Fuller	Aye
Johnson	Aye
Luckman	Aye
Reynolds	Aye
Wilson	Aye

Respectfully submitted:

Susan Greer, Acting General Manager



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Cash Flow
December 31, 2013

Beginning Cash		2,706,096.59
SOURCE OF FUNDS:		
Water A/R Collections	255,111.12	
Turn On/Misc	1,228.54	
Consumer Deposits	5,800.00	
Project Deposits	0.00	
Property Taxes G.D.	9,983.49	
ID #2 Tax Collections	27,446.98	
Standby Collections - Prior	7,906.06	
Standby Collections - Current	89,291.34	
CMM Assessment Collections	585,587.15	
Water Capacity Charges	3,652.00	
Sewer Capacity Charges	0.00	
Meter Installation Fees	594.00	
Interest	0.00	
	TOTAL SOURCE OF FUNDS	986,600.68
FUNDS USED:		
Debt Service	0.00	
Capital Additions	34,409.58	
Operating Expenses	336,652.87	
Employee Funded Payroll Taxes & CalPERS	32,708.96	
Employer Funded Payroll Taxes & CalPERS	18,160.70	
Employee Funded 457 Transfer	2,455.10	424,387.21
Bank Transfer Payroll	73,019.97	
Bank Transfer Fees/Charges	1,870.76	74,890.73
	TOTAL USE OF FUNDS	499,277.94
Net Increase (Decrease)		487,322.74
Cash Balance at End of Period		<u>3,193,419.33</u>

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		BEGINNING BALANCE	TOTAL DEBITS	TOTAL CREDITS	ENDING BALANCE	AVERAGE DAILY BALANCE
GENERAL FUND						
01 -11100	PETTY CASH FUND	600.00	0.00	0.00	600.00	600.00
01 -11110	CHANGE FUND	1,500.00	0.00	0.00	1,500.00	1,500.00
01 -11200	GENERAL FUND-U S	155,375.27	1,223,066.82	1,288,682.45CR	89,759.64	237,334.00
01 -11210	PAYROLL FUND - U	4,948.70	173,200.92	108,009.23CR	70,140.39	26,399.70
01 -11220	CREDIT CARD FUND	73,803.56	75,216.41	77,469.73CR	71,550.24	50,669.02
01 -11300	LAIF - INVESTMEN	0.00	951,544.69	945,062.46CR	6,482.23	17,446.35CR
01 -11305	LAIF - EMERGENCY	730,846.41	429,153.59	160,000.00CR	1,000,000.00	744,471.65
01 -11306	LAIF - EQUIP & T	352,920.35	0.00	0.00	352,920.35	352,920.35
01 -11307	LAIF - OPPORTUNI	4,333.64	266,312.93	131,410.46CR	139,236.11	58,779.25
01 -11308	LAIF - WELL & BO	50,000.00	0.00	0.00	50,000.00	50,000.00
01 -11309	LAIF - CONSUMER	396,535.16	0.00	456.20CR	396,078.96	396,520.44
01 -11310	LAIF - WATER CAP	26,792.59	3,652.00	0.00	30,444.59	26,910.40
01 -11313	LAIF - SEWER CAP	288,351.86	0.00	0.00	288,351.86	288,351.86
01 -11320	LAIF- CMM REDEMP	262,632.71	85,943.94	0.00	348,576.65	293,701.08
01 -11325	LAIF - CMM RESER	244,355.22	0.00	0.00	244,355.22	244,355.22
01 -11330	LAIF - CMM PREPA	2,983.08	0.00	0.00	2,983.08	2,983.08
01 -11338	LAIF - HI DESERT	110,118.04	0.00	9,678.03CR	100,440.01	106,064.02
FUND 01 TOTAL		2,706,096.59	3,208,091.30	2,720,768.56CR	3,193,419.33	2,864,113.72
REPORT TOTALS		2,706,096.59	3,208,091.30	2,720,768.56CR	3,193,419.33	2,864,113.72

01 -GENERAL FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 50.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
REVENUES	4,831,814	612,494.19	4,617,072.67	0.00	214,740.89	95.56
TOTAL REVENUES	4,831,814	612,494.19	4,617,072.67	0.00	214,740.89	95.56
<u>EXPENSE SUMMARY</u>						
Production	1,121,692	88,649.51	433,354.65	0.00	688,337.22	38.63
Distribution	655,639	54,571.05	293,159.88	0.00	362,478.67	44.71
Customer Service	521,070	44,632.53	226,736.57	0.00	294,333.54	43.51
Administration	536,286	24,074.42	164,406.60	0.00	371,879.39	30.66
Engineering	187,588	17,682.70	85,959.69	0.00	101,628.06	45.82
Finance	424,409	32,277.71	203,812.79	0.00	220,596.38	48.02
Personnel	163,001	22,170.75	84,664.45	0.00	78,336.93	51.94
Legal	104,000	8,818.75	39,052.36	0.00	64,947.64	37.55
Bonds & Loans	595,224	471.14	170,833.42	0.00	424,390.84	28.70
HDMC Treatment Plant	0	779.85	3,314.52	0.00	(3,314.52)	0.00
Benefits Allocated	0	0.00	0.00	0.00	0.00	0.00
Field Allocated	0	0.00	0.00	0.00	0.00	0.00
Office allocated	(1)	0.00	0.00	0.00	(0.52)	0.00
Non-departmental	191,366	0.00	0.00	0.00	191,366.01	0.00
TOTAL EXPENSES	4,500,275	294,128.41	1,705,294.93	0.00	2,794,979.64	37.89
REVENUE OVER/(UNDER) EXPENSES	331,539	318,365.78	2,911,777.74	0.00	(2,580,238.75)	878.26

01 -GENERAL FUND

% OF YEAR COMPLETED: 50.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
01-41010 METERED WATER SALES	1,426,599	94,026.29	847,192.22	0.00	579,406.78	59.39
01-41012 ALLOW FOR WAAP/BILLING ADJ	0	0.00	0.00	0.00	0.00	0.00
01-41015 BASIC FEES	1,323,623	113,544.21	680,017.47	0.00	643,605.09	51.38
01-41030 PRIVATE FIRE PROTECTION SERV.	19,544	1,855.88	10,976.22	0.00	8,567.78	56.16
01-41040 SPECIAL SERVICES REVENUE	112,337	8,101.22	55,498.67	0.00	56,838.33	49.40
01-42100 STANDBY REVENUE-CURRENT	1,165,554	0.00	1,151,912.93	0.00	13,641.07	98.83
01-42110 STANDBY-UNCOLLECTED CURRENT	0	0.00	0.00	0.00	0.00	0.00
01-42341 PRIOR YR REFUNDED REVENUE	0	0.00	0.00	0.00	0.00	0.00
01-43000 PROPERTY TAX - G.D.	396,283	381,014.56	381,014.56	0.00	15,268.44	96.15
01-43010 AD VALOREM REVENUE - I.D. #2	121,500	0.00	124,175.56	0.00 (2,675.56)	102.20
01-43020 ASSESSMENT REVENUE - CMM	255,801	0.00	254,878.95	0.00	922.05	99.64
01-43030 BOND CALL REVENUE - CMM	0	0.00	0.00	0.00	0.00	0.00
01-44000 CONNECTION FEES-HYDRANT,ML EXT	0	0.00	0.00	0.00	0.00	0.00
01-44001 MAINLINE REIMBURSEMENT FEES	0	0.00	0.00	0.00	0.00	0.00
01-44010 WATER CAPACITY CHARGES	0	3,652.00	7,304.00	0.00 (7,304.00)	0.00
01-44020 PLAN CHECK/INSPECTION FEES	0	0.00	5,299.28	0.00 (5,299.28)	0.00
01-44025 H ZONE ML REIMB FEES	0	0.00	0.00	0.00	0.00	0.00
01-44030 METER INSTALLATION FEES	0	594.00	1,188.00	0.00 (1,188.00)	0.00
01-44035 METER REPAIR REVENUE	0	0.00	772.30	0.00 (772.30)	0.00
01-44050 SEWER CAPACITY CHARGES	0	0.00	0.00	0.00	0.00	0.00
01-45000 INTEREST REVENUE - G.D.	9,040	0.00	700.48	0.00	8,339.52	7.75
01-46100 GRANT REVENUE - FEDERAL	0	0.00	0.00	0.00	0.00	0.00
01-46110 GRANT REVENUE - STATE	0	0.00	0.00	0.00	0.00	0.00
01-46120 GRANT REVENUE - LOCAL (HDMC)	0	9,678.03	496,606.58	0.00 (496,606.58)	0.00
01-46121 GRANT REVENUE - LOCAL (MWA)	0	0.00	598,922.00	0.00 (598,922.00)	0.00
01-46200 CAPITAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
01-47000 MISCELLANEOUS REVENUE	1,533	28.00	613.45	0.00	919.55	40.02
01-47010 GAIN/LOSS ON SALE OF ASSETS	0	0.00	0.00	0.00	0.00	0.00
01-47020 CHANGE IN MARKET VALUE	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	4,831,814	612,494.19	4,617,072.67	0.00	214,740.89	95.56

01 -GENERAL FUND

% OF YEAR COMPLETED: 50.00

EXPENSES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Production</u>						
01-501-01115 PRODUCTION SALARY	219,113	18,021.16	102,390.74	0.00	116,722.26	46.73
01-501-02205 WATER TREATMENT EXPENSE	14,400	0.00	6,039.78	0.00	8,360.22	41.94
01-501-03105 SOURCE OF SUPPLY/WELL MAIN	0	0.00	0.00	0.00	0.00	0.00
01-501-03110 CROSS CONNECTION CONTROL E	0	0.00	0.00	0.00	0.00	0.00
01-501-03115 PUMPING PLANT REPAIR & MAI	66,500	2,366.16	24,761.33	0.00	41,738.67	37.24
01-501-03120 TANK & RESERVOIR MAINTENAN	200,000	9,556.48	10,951.12	0.00	189,048.88	5.48
01-501-04005 LABORATORY SERVICES	9,500	553.00	4,899.61	0.00	4,600.39	51.57
01-501-06105 POWER FOR PUMPING (ELECTRI	326,223	23,607.63	138,128.07	0.00	188,095.38	42.34
01-501-07005 PROPERTY INSURANCE	95,000	8,113.42	50,324.01	0.00	44,675.99	52.97
01-501-08001 PRIVATE WELL METERING	0	4,174.41	7,458.22	0.00	7,458.22	0.00
01-501-98001 EE BENEFITS ALLOCATED	108,112	7,853.34	43,839.15	0.00	64,273.07	40.55
01-501-98002 FIELD EXPENSES ALLOCATED	82,843	14,403.91	44,562.62	0.00	38,280.58	53.79
01-601-99200 AUTOMATIC CONTROLS	0	0.00	0.00	0.00	0.00	0.00
01-601-99205 BOOSTER/PUMP STATIONS	0	0.00	0.00	0.00	0.00	0.00
01-601-99220 MONITOR WELLS	0	0.00	0.00	0.00	0.00	0.00
01-601-99230 PRODUCTION WELLS	0	0.00	0.00	0.00	0.00	0.00
01-601-99240 PUMPING PLANT	0	0.00	0.00	0.00	0.00	0.00
01-601-99250 SOURCE OF SUPPLY	0	0.00	0.00	0.00	0.00	0.00
01-601-99260 WATER SAMPLING STATIONS	0	0.00	0.00	0.00	0.00	0.00
01-601-99270 WATER SEEPAGE PITS	0	0.00	0.00	0.00	0.00	0.00
01-601-99280 TANKS & RESERVOIRS	0	0.00	0.00	0.00	0.00	0.00
01-601-99450 SHOP TOOLS & EQUIPMENT - P	0	0.00	0.00	0.00	0.00	0.00
01-601-99510 LARGE EQUIPMENT - PROD	0	0.00	0.00	0.00	0.00	0.00
01-601-99550 AUTOMOTIVE - PRODUCTION	0	0.00	0.00	0.00	0.00	0.00
01-601-99600 GROUND WATER SURVEY	0	0.00	0.00	0.00	0.00	0.00
01-601-99610 URBAN GROUND WATER MNGT	0	0.00	0.00	0.00	0.00	0.00
01-601-99750 SOFTWARE & COMPUTERS- PRODUC	0	0.00	0.00	0.00	0.00	0.00
TOTAL Production	1,121,692	88,649.51	433,354.65	0.00	688,337.22	38.63
<u>Distribution</u>						
01-502-01130 DISTRIBUTION SALARY	358,854	25,565.70	158,740.83	0.00	200,113.17	44.24
01-502-02920 INVENTORY-OVER & SHORT	2,000	0.00	418.84	0.00	1,581.16	20.94
01-502-03105 MAINLINE AND LEAK REPAIR	67,971	5,076.46	32,009.65	0.00	35,961.35	47.09
01-502-03110 EQUIPMENT RENTAL	2,933	227.18	1,363.08	0.00	1,569.92	46.47
01-502-03130 CROSS CONNECTION CONTROL E	1,100	0.00	0.00	0.00	1,100.00	0.00
01-502-04005 UTILITY LOCATING (DIG ALER	9,668	516.75	4,580.46	0.00	5,087.54	47.38
01-502-98001 EE BENEFITS ALLOCATED	151,357	10,994.68	61,374.80	0.00	89,981.91	40.55
01-502-98002 FIELD EXPENSES ALLOCATED	61,756	12,190.28	34,672.22	0.00	27,083.62	56.14
01-602-99210 MAINLINES & FIRE HYDRANTS	0	0.00	0.00	0.00	0.00	0.00
01-602-99220 METERS	0	0.00	0.00	0.00	0.00	0.00
01-602-99450 SHOP TOOLS & EQUIPMNT - DI	0	0.00	0.00	0.00	0.00	0.00
01-602-99550 AUTOMOTIVE - DISTRIBUTION	0	0.00	0.00	0.00	0.00	0.00
01-602-99580 LARGE EQUIPMENT - DISTRIBU	0	0.00	0.00	0.00	0.00	0.00
TOTAL Distribution	655,639	54,571.05	293,159.88	0.00	362,478.67	44.71

01 -GENERAL FUND

% OF YEAR COMPLETED: 50.00

EXPENSES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Customer Service</u>						
01-503-01105 FIELD SALRY - CUSTOMER SER	22,481	3,482.89	14,404.42	0.00	8,076.58	64.07
01-503-01110 OFFICE SALARY - CUSTOMER S	67,705	5,724.24	35,834.77	0.00	31,870.23	52.93
01-503-03100 METER INSTALLATION EXPENSE	0	423.86	686.66	0.00	686.66	0.00
01-503-03105 METER SERVICE REPAIR	29,000	9,773.28	19,124.34	0.00	9,876.08	65.95
01-503-04005 PLAN CHECK/INSPECTION	0	0.00	0.00	0.00	0.00	0.00
01-503-07005 CREDIT CARD FEES (CUSTOMER	17,000	1,166.47	9,488.27	0.00	7,511.73	55.81
01-503-07010 BAD DEBT	25,000	119.79	1,486.27	0.00	26,486.27	5.95
01-503-07015 PUBLIC INFORMATION	55,130	2,155.08	20,729.43	0.00	34,400.57	37.60
01-503-07020 WATER CONSERVATION EXPENSE	45,000	3,207.00	14,543.75	0.00	30,456.25	32.32
01-503-98001 EE BENEFITS ALLOCATED	122,527	8,900.46	49,684.38	0.00	72,842.67	40.55
01-503-98002 FIELD EXPENSES ALLOCATED	6,025	1,047.56	3,240.92	0.00	2,784.04	53.79
01-503-98003 OFFICE EXPENSE ALLOCATED	131,202	8,871.48	60,485.90	0.00	70,715.78	46.10
01-603-99400 METER READING EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL Customer Service	521,070	44,632.53	226,736.57	0.00	294,333.54	43.51
<u>Administration</u>						
01-504-01105 ADMINISTRATION SALARY	204,930	6,271.74	40,282.49	0.00	164,647.51	19.66
01-504-01115 DIRECTORS SALARY	29,170	1,575.91	9,736.52	0.00	19,433.32	33.38
01-504-01210 DIRECTORS / C.A.C. EDUCATI	9,500	19.88	6,530.12	0.00	2,969.88	68.74
01-504-04005 LEGISLATIVE ADVOCACY	45,600	0.00	7,000.00	0.00	38,600.00	15.35
01-504-07005 BUSINESS EXPENSE	20,550	574.23	2,290.58	0.00	18,259.42	11.15
01-504-07015 OUTSIDE SERVICES	36,112	2,418.30	17,827.26	0.00	18,284.74	49.37
01-504-07016 MEMBERSHIP, DUES & SUBSCRI	22,420	1,170.00	11,290.00	0.00	11,130.00	50.36
01-504-98001 EE BENEFITS ALLOCATED	144,149	10,471.12	58,452.19	0.00	85,697.11	40.55
01-504-98003 OFFICE EXPENSE ALLOCATED	23,855	1,613.00	10,997.44	0.00	12,857.41	46.10
01-604-99100 LAND & EASEMENT	0	0.00	0.00	0.00	0.00	0.00
01-604-99300 BUILDINGS	0	0.00	0.00	0.00	0.00	0.00
01-604-99320 DEMO GARDEN	0	0.00	0.00	0.00	0.00	0.00
01-604-99450 OFFICE FURNITURE & EQUIPME	0	0.00	0.00	0.00	0.00	0.00
01-604-99600 STRATEGIC PLAN DEV	0	0.00	0.00	0.00	0.00	0.00
01-604-99610 VULNERABILITY ASSESSMENT	0	0.00	0.00	0.00	0.00	0.00
01-604-99620 WASTE WATER FEASIBILITY ST	0	0.00	0.00	0.00	0.00	0.00
01-604-99630 WATER AVAILABILITY EVALUAT	0	0.00	0.00	0.00	0.00	0.00
01-604-99640 DEMOGRAPHIC SURVEY	0	0.00	0.00	0.00	0.00	0.00
01-604-99650 GROUND WATER MONITORING PL	0	0.00	0.00	0.00	0.00	0.00
01-604-99660 RATE STUDIES	0	0.00	0.00	0.00	0.00	0.00
01-604-99900 WASTEWATER SYSTEM & STARTU	0	0.00	0.00	0.00	0.00	0.00
TOTAL Administration	536,286	24,074.42	164,406.60	0.00	371,879.39	30.66
<u>Engineering</u>						
01-505-01105 ENGINEERING/GIS/IT SALARY	81,831	5,707.31	36,431.18	0.00	45,399.82	44.52
01-505-02305 MAPS/DRAFTING SUPPLIES	1,950	0.00	2,064.69	0.00	114.69	105.88
01-505-04005 ENGINEERING CONTRACT SERVI	25,000	6,697.50	16,008.11	0.00	8,991.89	64.03
01-505-04010 MAPPING SYSTEM UPGRADES	4,500	0.00	0.00	0.00	4,500.00	0.00
01-505-98001 EE BENEFITS ALLOCATED	50,452	3,664.89	20,458.27	0.00	29,993.63	40.55
01-505-98003 OFFICE EXPENSE ALLOCATED	23,855	1,613.00	10,997.44	0.00	12,857.41	46.10
01-605-99400 ENGINEERING EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
01-605-99410 MAPPING SYSTEM	0	0.00	0.00	0.00	0.00	0.00

01 -GENERAL FUND

% OF YEAR COMPLETED: 50.00

EXPENSES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
01-605-99600 WATER MASTER PLAN	0	0.00	0.00	0.00	0.00	0.00
01-605-99700 WATER MODEL ASSESSMENT H2O	0	0.00	0.00	0.00	0.00	0.00
01-605-99750 SOFTWARE & COMPUTERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL Engineering	187,588	17,682.70	85,959.69	0.00	101,628.06	45.82
<u>Finance</u>						
01-506-01100 FINANCE SALARY	223,383	18,627.71	117,795.95	0.00	105,587.05	52.73
01-506-04005 ACCOUNTING SERVICES	23,582	1,000.00	11,415.00	0.00	12,167.00	48.41
01-506-98001 EE BENEFITS ALLOCATED	129,734	9,424.01	52,606.97	0.00	77,127.50	40.55
01-506-98003 OFFICE EXPENSE ALLOCATED	47,710	3,225.99	21,994.87	0.00	25,714.83	46.10
TOTAL Finance	424,409	32,277.71	203,812.79	0.00	220,596.38	48.02
<u>Personnel</u>						
01-507-01100 PERSONNEL SALARY	40,111	2,375.05	14,358.80	0.00	25,752.20	35.80
01-507-01120 SAFETY SALARY	9,382	0.00	0.00	0.00	9,382.00	0.00
01-507-01215 TRAINING & EE EDUCATION	20,573	212.00	5,853.09	0.00	14,719.91	28.45
01-507-01905 EMPLOYMENT RECRUITING EXPE	19,300	6,233.38	20,193.52	0.00	893.52	104.63
01-507-01910 LABOR LEGAL FEES	30,000	6,260.60	19,749.05	0.00	10,250.95	65.83
01-507-07010 EMERGENCY PREPAREDNESS	17,293	5,236.11	13,166.06	0.00	4,127.06	76.13
01-507-98001 EE BENEFITS ALLOCATED	14,415	1,047.12	5,845.23	0.00	8,569.60	40.55
01-507-98003 OFFICE EXPENSE ALLOCATED	11,927	806.49	5,498.70	0.00	6,428.73	46.10
01-607-99600 PERSONNEL MANUAL/CLASS STU	0	0.00	0.00	0.00	0.00	0.00
TOTAL Personnel	163,001	22,170.75	84,664.45	0.00	78,336.93	51.94
<u>Legal</u>						
01-508-04000 LEGAL SERVICES	104,000	8,818.75	39,052.36	0.00	64,947.64	37.55
TOTAL Legal	104,000	8,818.75	39,052.36	0.00	64,947.64	37.55
<u>Bonds & Loans</u>						
01-509-08110 I.D. #2 BONDS PYBLE-PRINCP	110,000	0.00	0.00	0.00	110,000.00	0.00
01-509-08115 CMM PRINCIPAL	89,000	0.00	89,000.00	0.00	0.00	100.00
01-509-08120 MORONGO BASIN PIPELINE	219,696	0.00	0.00	0.00	219,695.76	0.00
01-509-08210 INTEREST EXPENSE I.D. #2	11,250	0.00	0.00	0.00	11,250.00	0.00
01-509-08215 INTEREST EXPENSE - CMM	153,653	0.00	77,814.85	0.00	75,837.65	50.64
01-509-08220 INTEREST EXPENSE-UTILITY S	0	0.00	0.00	0.00	0.00	0.00
01-509-08315 ID #2 BONDS COLLECTION CHA	330	113.80	181.10	0.00	148.90	54.88
01-509-08320 GENERAL TAX COLLECTION CHA	1,296	357.34	478.75	0.00	817.25	36.94
01-509-08325 ADMINISTRATION - CMM	10,000	0.00	3,358.72	0.00	6,641.28	33.59
01-509-09205 MISC NON-OP EXPENSE	0	0.00	0.00	0.00	0.00	0.00
TOTAL Bonds & Loans	595,224	471.14	170,833.42	0.00	424,390.84	28.70
<u>HDMC Treatment Plant</u>						
01-520-03100 HDMC: CHEMICALS	0	0.00	0.00	0.00	0.00	0.00
01-520-04100 HDMC: CONTRACTED OPERATION	0	50.16	531.68	0.00	531.68	0.00
01-520-06100 HDMC: PUMPING POWER	0	729.69	2,782.84	0.00	2,782.84	0.00
TOTAL HDMC Treatment Plant	0	779.85	3,314.52	0.00	3,314.52	0.00
<u>Benefits Allocated</u>						
01-551-01210 COMPENSATED LEAVE	193,458	16,476.49	73,906.93	0.00	119,551.07	38.20
01-551-01215 CAFETERIA PLAN EXPENSE	203,880	16,894.69	88,954.78	0.00	114,925.22	43.63

01 -GENERAL FUND

% OF YEAR COMPLETED: 50.00

EXPENSES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
01-551-01220 GROUP INSURANCE EXPENSE	10,815	741.74	3,948.55	0.00	6,866.45	36.51
01-551-01225 WORKERS COMPENSATION INSUR	28,486	0.00	10,446.24	0.00	18,039.76	36.67
01-551-01230 RETIREMENT: PERS Classic 2	166,566	10,255.28	65,971.54	0.00	100,593.96	39.61
01-551-01231 RETIREMENT: PERS Tier 2 2%	0	371.88	1,733.50	0.00	(1,733.50)	0.00
01-551-01232 RETIREMENT - TEMP	0	0.00	94.36	0.00	(94.36)	0.00
01-551-01233 RETIREMENT - 457 CONTRIBUT	0	82.00	410.00	0.00	(410.00)	0.00
01-551-01240 UNIFORMS	6,770	0.00	520.31	0.00	6,249.69	7.69
01-551-01245 ALLOWANCE AND ADJUSTMENTS	0	0.00	0.00	0.00	0.00	0.00
01-551-01305 PAYROLL TAXES	110,771	7,533.54	46,274.78	0.00	64,496.22	41.78
01-551-98000 ALLOCATED EXPENSES	(720,746)	(52,355.62)	(292,260.99)	0.00	(428,484.51)	40.55
TOTAL Benefits Allocated	0	0.00	0.00	0.00	0.00	0.00
<u>Field Allocated</u>						
01-552-02205 SHOP EXPENSE - COMBINED	16,024	460.10	4,730.90	0.00	11,293.10	29.52
01-552-02210 SMALL TOOLS EXPENSE - COMB	8,500	633.18	6,028.01	0.00	2,471.99	70.92
01-552-02215 SAFETY EXPENSE	5,100	0.00	3,249.46	0.00	1,850.54	63.71
01-552-03205 TRACTOR/TOOL REPAIR	14,000	1,216.52	9,284.42	0.00	4,715.58	66.32
01-552-03905 BUILD'G REPAIR/MAINT-SHOP/	8,200	514.17	5,849.26	0.00	2,350.74	71.33
01-552-05005 FUEL-VEHICLES	39,500	5,469.23	18,530.70	0.00	20,969.30	46.91
01-552-05010 AUTO EXPENSE	31,100	11,403.74	16,270.72	0.00	14,829.28	52.32
01-552-05015 EQUIPMENT CLEARING ACCOUNT	0	0.00	0.00	0.00	0.00	0.00
01-552-06305 COMMUNICATIONS	15,000	1,867.10	9,169.04	0.00	5,830.96	61.13
01-552-07005 REGULATORY, PERMITS, ETC	13,200	4,624.89	7,910.43	0.00	5,289.57	59.93
01-552-98000 ALLOCATED EXPENSES	(150,624)	(26,188.93)	(81,022.94)	0.00	(69,601.06)	53.79
TOTAL Field Allocated	0	0.00	0.00	0.00	0.00	0.00
<u>Office allocated</u>						
01-553-01405 TEMPORARY LABOR FEES	21,984	1,009.52	8,825.13	0.00	13,158.37	40.14
01-553-02105 OFFICE SUPPLIES & EQUIPMEN	47,219	1,354.63	17,640.36	0.00	29,578.23	37.36
01-553-02110 POSTAGE	23,200	3,014.60	13,823.09	0.00	9,376.91	59.58
01-553-03905 BUILDING REPAIR/MAINT - OF	17,200	1,683.43	6,632.71	0.00	10,567.29	38.56
01-553-04015 COMPUTER SUPPORT & LICENSE	92,146	6,953.29	42,327.04	0.00	49,818.84	45.93
01-553-06205 TELEPHONE AND UTILITIES	36,800	2,114.49	20,726.02	0.00	16,073.98	56.32
01-553-98000 ALLOCATED EXPENSES	(238,548)	(16,129.96)	(109,974.35)	0.00	(128,574.14)	46.10
TOTAL Office allocated	(1)	0.00	0.00	0.00	(0.52)	0.00
<u>Non-departmental</u>						
01-599-00100 EQUIPMENT & TECH RESERVE	91,113	0.00	0.00	0.00	91,113.01	0.00
01-599-00200 WELL/BOOSTER RESERVE	50,000	0.00	0.00	0.00	50,000.00	0.00
01-599-00300 OPERATIONAL RESERVE & COLA	51,308	0.00	0.00	0.00	51,308.00	0.00
01-599-00400 BUDGET CLEARING	84,945	0.00	0.00	0.00	84,945.00	0.00
01-599-00500 OVERHEAD 17 (OTHER-90/53(86,000)	0.00	0.00	0.00	(86,000.00)	0.00
01-599-00510 OVERHEAD 16 (LABOR-80/5390	0	0.00	0.00	0.00	0.00	0.00
01-599-08999 UNCOLLECTABLE STANDBYS	0	0.00	0.00	0.00	0.00	0.00
TOTAL Non-departmental	191,366	0.00	0.00	0.00	191,366.01	0.00
TOTAL EXPENSES	4,500,275	294,128.41	1,705,294.93	0.00	2,794,979.64	37.89
REVENUE OVER/(UNDER) EXPENSES	331,539	318,365.78	2,911,777.74	0.00	(2,580,238.75)	878.26

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
054180	1/03/2014	R	000575	AFSCME LOCAL 1902 I-AFSCME1213 EE UNION DUES - DEC 13	546.00 ----- 546.00
054181	1/03/2014	R	000261	BONTERRA CONSULTING, LLC I-21114 RECHARGE PIPE CONSULT SERVICES	3,841.09 ----- 3,841.09
054182	1/03/2014	R	001528	CARPI & CLAY, INC I-CC1113 LOBBYIST - NOV 13	1,750.00 ----- 1,750.00
054183	1/03/2014	R	000230	CHARLES Z. FEDAK & COMPANY, CPA'S I-CFC1213 FINANCIAL AUDIT - 12/13	325.00 ----- 325.00
054184	1/03/2014	R	000237	COLONIAL LIFE & ACCIDENT INSURANCE CO, INC. I-3990561-1205266 EE LIFE INSURANCE- DEC 13	680.20 ----- 680.20
054185	1/03/2014	R	003025	FEDEX I-2-510-65623 SHIPPING: LARGE METER TESTING	183.92 ----- 183.92
054186	1/03/2014	R	000109	PATRICIA FREEMAN I-PF122713 REIMB: SEMINAR, MILES & FOOD	274.76 ----- 274.76
054187	1/03/2014	R	000084	JOHNSON MACHINERY CO. I-SW030122352 GENERATOR MAINTENANCE	2,974.09 ----- 2,974.09
054188	1/03/2014	R	005621	KENNY STRICKLAND, INC I-12125051 FUEL FOR VEHICLES I-12125052 FUEL FOR VEHICLES	2,479.35 853.53 ----- 3,332.88
054189	1/03/2014	R	000286	LEGACY OFFICE PRODUCTS C-0002963-003 RETURN: OFFICE SUPPLIES I-0002963-001 OFFICE SUPPLIES/ SHOP EXPENSE I-0002963-002 OFFICE SUPPLIES	14.03CR 379.73 4.85

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
			I-0002973-001	OFFICE SUPPLIES	7.33

					377.88
054190	1/03/2014	R	006029	LIEBERT CASSIDY WHITMORE	
			I-173888	LEGAL SERVICES - NOV 13	90.00
			I-173889	LEGAL SERVICES-MOU NEGOTIATION	2,040.00

					2,130.00
054191	1/03/2014	R	006507	McMASTER-CARR SUPPLY COMPANY	
			I-68109685	PUMPING PLANT SUPPLIES	207.99

					207.99
054192	1/03/2014	R	003930	NBS	
			I-12130061	CMM ADMIN FEES - 1ST QTR 14	2,061.95

					2,061.95
054193	1/03/2014	R	000236	PAYPRO ADMINISTRATORS	
			I-PP010314	EE FSA DEDUCTIONS 1-03-14	470.81

					470.81
054194	1/03/2014	R	008415	PRUDENTIAL OVERALL SPLY.	
			I-20799228	SHOP EXPENSE	94.12

					94.12
054195	1/03/2014	R	009054	KATHLEEN J. RADNICH	
			I-12/08/13-50	PUBLIC RELATIONS SERVICES	338.40
			I-12/08/13-50A	REIMB: PUBLIC RELATIONS SUPPLY	15.24
			I-12/15/13-51	PUBLIC RELATIONS SERVICES	403.20
			I-12/22/13-52	PUBLIC RELATIONS SERVICES	453.60

					1,210.44
054196	1/03/2014	R	000091	SAN BERNARDINO COUNTY RECORDER	
			I-SB122613	RELEASE OF A LIEN	14.00

					14.00
054197	1/03/2014	R	901385	SIMPLER LIFE EMERGENCY	
			I-34090	EMERGENCY PREPAREDNESS	3,759.00

					3,759.00
054198	1/03/2014	R	009920	STANDARD INSURANCE CO	
			I-ST0114	EE LIFE INSURANCE - JAN 14	740.27

					740.27

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
054199	1/03/2014	R	000290	TFI RESOURCES, INC.	
			I-NK600195	TEMPORARY LABOR	347.36
			I-NK602503	TEMPORARY LABOR	434.20

					781.56
054200	1/03/2014	R	009898	THE GAS COMPANY	
			I-GAS1213	HEAT FOR SHOP - NOV/DEC 13	526.22

					526.22
054201	1/03/2014	R	000510	TIME WARNER CABLE	
			I-TW1213	CABLE & INTERNET - DEC 13	399.83

					399.83
054202	1/03/2014	R	000202	TRI-STATE PUMP, INC.	
			I-SIN013696	PUMPING PLANT MAINTENANCE	1,339.36

					1,339.36
054203	1/03/2014	R	010990	UTILIQUEST L.L.C.	
			I-203240-Q	CONTRACT LOCATING EXPENSE	21.92
			I-203481-Q	CONTRACT LOCATING EXPENSE	384.43

					406.35
054204	1/03/2014	R	011101	VAGABOND WELDING SUPPLY	
			I-90448	SMALL TOOLS	109.94

					109.94
054205	1/03/2014	R	003600	VERIZON CALIFORNIA	
			I-V1213	TELEPHONE (OFFICE) - DEC 13	789.18

					789.18
054206	1/03/2014	R	000009	WESTERN PUMP, INC.	
			I-W28614	REPAIRS: GAS PUMP	348.74

					348.74
054207	1/03/2014	R	012020	XEROX CORPORATION	
			I-071626865	OFFICE EXPENSE 10/30 -12/5/13	89.81

					89.81
*054209	1/10/2014	R	000501	ACWA/JPIA	
			I-JPIA123113	WORKERS COMP OCT-DEC 2013	9,029.16

					9,029.16

CHECK NO	CHECK DATE	STATUS	VENDOR INFO	CHECK AMOUNT
054210	1/10/2014	R	001630 AT&T MOBILITY I-829480028X01052014 COMMUNICATIONS - DEC 13	1,614.27 ----- 1,614.27
054211	1/10/2014	R	001004 BUSINESS CARD I-BA0114 PUBLIC INFO/EE RECRUIT/LEGAL	3,185.98 ----- 3,185.98
054212	1/10/2014	R	001595 CHEM-TECH INTERNATIONAL, INC. I-JBWD169 WATER TREATMENT EXPENSE	1,215.32 ----- 1,215.32
054213	1/10/2014	R	000286 LEGACY OFFICE PRODUCTS I-0003100-001 OFFICE SUPPLIES	32.35 ----- 32.35
054214	1/10/2014	R	000325 MAIL STREAM CORPORATION I-516774 PROP 218 MAILINGS	3,937.57 ----- 3,937.57
054215	1/10/2014	R	006200 HELEN A. MCALLISTER I-5859B JANITORIAL SERVICES - DEC 13	580.00 ----- 580.00
054216	1/10/2014	R	006800 MOJAVE WATER AGENCY I-MWA010214 2014 AWAC CALENDARS	89.00 ----- 89.00
054217	1/10/2014	R	000070 ONLINE INFORMATION SERVICES, INC. I-549760 ID VERIF. SERV. THRU 12/31/13	194.70 ----- 194.70
054218	1/10/2014	R	008414 ROBERT L. STEPHENSON I-1382 VIDEO TAPING BD MEETINGS - DEC	100.00 ----- 100.00
054219	1/10/2014	R	901385 SIMPLER LIFE EMERGENCY I-34153 EMERGENCY PREPAREDNESS	381.92 ----- 381.92

CHECK NO	CHECK DATE	STATUS	VENDOR INFO			CHECK AMOUNT
054220	1/10/2014	R	009878	SOUTHERN CALIFORNIA EDISON I-SCE1213	POWER FOR PUMPING - DEC 13	24,048.46 ----- 24,048.46
054221	1/10/2014	R	000290	TFI RESOURCES, INC. I-NK603944	TEMPORARY LABOR	260.52 ----- 260.52
054222	1/10/2014	R	000023	ULTIMATE MOTORS, INC. I-11549	VEHICLE REPAIRS	6,603.28 ----- 6,603.28
054223	1/10/2014	R	003605	VERIZON CALIFORNIA I-V0113	TELEPHONE- HDMC WASTE WATER	50.16 ----- 50.16
054224	1/17/2014	R	1	CUSTOMER REFUNDS (MISC.) I-000201401152359	PEMBERTON, JOHN S :US REFUND	72.45 ----- 72.45
054225	1/17/2014	R	1	CUSTOMER REFUNDS (MISC.) I-000201401152360	FAT CAT PROPERTY INV:US REFUND	48.39 ----- 48.39
054226	1/17/2014	R	1	CUSTOMER REFUNDS (MISC.) I-000201401152361	TIPPER, WILLIAM M :US REFUND	64.75 ----- 64.75
054227	1/17/2014	R	1	CUSTOMER REFUNDS (MISC.) I-000201401152362	HANSON, KYLE J :US REFUND	157.85 ----- 157.85
054228	1/17/2014	R	1	CUSTOMER REFUNDS (MISC.) I-000201401152363	MARCY, DAVID A :US REFUND	43.81 ----- 43.81
054229	1/17/2014	R	1	CUSTOMER REFUNDS (MISC.) I-000201401152364	SWAKE, JEFFREY S :US REFUND	39.59 ----- 39.59

CHECK NO	CHECK DATE	STATUS	VENDOR INFO			CHECK AMOUNT
054230	1/17/2014	R	1	CUSTOMER REFUNDS (MISC.)		
				I-000201401152365	KAPLAN, SHELBY L :US REFUND	31.34

						31.34
054231	1/17/2014	R	1	CUSTOMER REFUNDS (MISC.)		
				I-000201401152366	OVALLE, RAYNALDO C :US REFUND	44.11

						44.11
054232	1/17/2014	R	1	CUSTOMER REFUNDS (MISC.)		
				I-000201401152367	PARFITT, CRISTA :US REFUND	59.13

						59.13
054233	1/17/2014	R	000323	KANEKO AND KRAMMER CORP		
				I-1961	GENERAL MANAGER RECRUITMENT	8,250.00

						8,250.00
054234	1/17/2014	R	009072	LAW OFFICES REDWINE AND SHERRILL		
				I-RS1213	LEGAL SERVICES - DEC 13	8,567.04

						8,567.04
054235	1/17/2014	R	000985	AVALON URGENT CARE, INC		
				I-3112	EE RECRUITING EXPENSE	75.00

						75.00
054236	1/17/2014	R	001461	DEBORAH BOLLINGER		
				I-577	WATER CONSERVATION - DEC 13	2,500.00
				I-577A	NON-CONTRACT CONSERVATN-DEC 13	117.08

						2,617.08
054237	1/17/2014	R	004110	BURRTEC WASTE & RECYCLING SVCS		
				I-BW0114	RECYCLING - JAN 14	57.48
				I-BW0114B	TRASH REMOVAL - JAN 14	255.48
				I-BW0114C	TRASH REMOVAL - JAN 14	81.99

						394.95
054238	1/17/2014	R	001555	CENTRATEL		
				I-140103192101	DISPATCH SERVICES - DEC 13	306.42

						306.42
054239	1/17/2014	R	001850	CLINICAL LAB OF S.B. INC		
				I-933112	SAMPLING - DEC 13	564.00

						564.00

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
054240	1/17/2014	R	001865	COMPUTER GALLERY	
			I-308215CW	PRINTER MAINTENANCE - JAN 14	77.96
			I-308216CW	PRINTER MAINT SHOP - JAN 14	44.15

					122.11
054241	1/17/2014	R	000058	GARDA CL WEST, INC.	
			I-195-658914	COURIER FEES - JAN 14	494.42

					494.42
054242	1/17/2014	R	004195	HOME DEPOT CREDIT SERVICES	
			I-HD0114	SHOP EXP/SML TLS/PUMPING PLANT	883.41

					883.41
054243	1/17/2014	R	004720	INLAND WATER WORKS	
			I-259109	INVENTORY/MAINLINE/LEAK REPAIR	1,113.75
			I-259287	INVENTORY	290.25

					1,404.00
054244	1/17/2014	R	005870	KRIEGER & STEWART INC.	
			I-36806	ENGINEERING SERVICES: RECHARGE	2,436.30

					2,436.30
054245	1/17/2014	R	000286	LEGACY OFFICE PRODUCTS	
			I-0003272-001	OFFICE SUPPLIES/ SHOP EXPENSE	296.14
			I-0003272-002	OFFICE SUPPLIES	26.29

					322.43
054246	1/17/2014	R	000325	MAIL STREAM CORPORATION	
			I-516774A	PROP 218 MAILINGS	87.66

					87.66
054247	1/17/2014	R	006507	McMASTER-CARR SUPPLY COMPANY	
			I-69105136	PUMPING PLANT SUPPLIES	169.09
			I-69144831	PUMPING PLANT SUPPLIES	12.34

					181.43
054248	1/17/2014	R	006790	MOBILE MINI, LLC - CA	
			I-217010193	23' RECORD STORAGE RENTAL	227.18

					227.18
054249	1/17/2014	R	000233	YUCCA VALLEY AUTO PARTS, INC.	

CHECK NO	CHECK DATE	STATUS	VENDOR INFO	CHECK AMOUNT
			I-051780 VEHICLE SUPPLIES/SHOP EXPENSE	201.32

				201.32
054250	1/17/2014	R	007500 NORTHAMERICAN TRANSPORTATION	
			C-CM061713 CREDIT APPLIED FROM INV#22892	12.00CR
			C-CM061713A CREDIT APPLIED FROM INV#22892	53.85CR
			I-23182 MEMBERSHIP IN DRUG PROGRAM	12.00
			I-23485 MEMBERSHIP IN DRUG PROGRAM	31.70
			I-23806 DRUG&ALCOHOL TSTNG-1ST QTR 14	103.17

				81.02
054251	1/17/2014	R	000236 PAYPRO ADMINISTRATORS	
			I-37899 FSA ADMIN FEES - DEC 13	50.00
			I-PP011714 EE FSA DEDUCTIONS 1-17-14	470.81

				520.81
054252	1/17/2014	R	008415 PRUDENTIAL OVERALL SPLY.	
			I-20806100 SHOP EXPENSE	94.12

				94.12
054253	1/17/2014	R	001932 COUNTY OF SAN BERNARDINO	
			I-105866 MAP REVISIONS - DEC 13	4.00

				4.00
054254	1/17/2014	R	000290 TFI RESOURCES, INC.	
			I-NK606687 TEMPORARY LABOR	260.52

				260.52
054255	1/17/2014	R	010690 TYLER TECHNOLOGIES	
			I-025-84840 ANNUAL MAINT: TYLER U	1,737.00
			I-025-85290 ONLINE PRODUCTS - JAN 14	185.00
			I-025-85721 INSITE TRANS FEES: OCT-DEC	1,933.75

				3,855.75
054256	1/17/2014	R	000023 ULTIMATE MOTORS, INC.	
			I-11398 VEHICLE REPAIRS	178.80

				178.80
054257	1/17/2014	R	010850 UNDERGROUND SERVICE ALERT	
			I-1220130326 TICKET DELIVERY SERVICE - DEC	27.00

				27.00

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
054258	1/17/2014	R	010990	UTILIQUEST L.L.C.	
			I-203722-Q	CONTRACT LOCATING EXPENSE	24.15
			I-203988-Q	CONTRACT LOCATING EXPENSE	88.53

					112.68
054259	1/17/2014	R	003595	VERIZON CALIFORNIA	
			I-V1213	TELEPHONE (SHOP) - DEC 13	254.13

					254.13
054260	1/27/2014	R	000501	ACWA/JPIA	
			I-ACWA0214	EE HEALTH BENEFIT & EAP FEB 14	12,116.67

					12,116.67
054261	1/27/2014	R	000575	AFSCME LOCAL 1902	
			I-AFSCME0114	EE UNION DUES - JAN 14	546.00

					546.00
054262	1/27/2014	R	000261	BONTERRA CONSULTING, LLC	
			I-21218	RECHARGE PIPE CONSULT SERVICES	361.25

					361.25
054263	1/27/2014	R	001528	CARPI & CLAY, INC	
			I-CC1213	LOBBYIST - DEC 13	1,750.00

					1,750.00
054264	1/27/2014	R	001530	CARQUEST/SOUTHERN AUTO SUPPLY	
			I-7340-467210	VEHICLE REPAIR	9.59
			I-7340-467227	VEHICLE REPAIRS	11.21

					20.80
054265	1/27/2014	R	001865	COMPUTER GALLERY	
			I-308227CW	BDR BACKUP SERVICE - FEB 14	1,010.00
			I-308230CW	PLAT. MAINTENANCE - FEB 14	3,312.00

					4,322.00
054266	1/27/2014	R	002205	DESERT FIRE EXT. CO. INC	
			I-222575	FIRE EXTINGUISHER SERVICE	537.47

					537.47
054267	1/27/2014	R	002565	DUDEK AND ASSOCIATES, INC	
			I-20135470	CONST MGMT: HDMC WASTE WATER	1,255.00

CHECK NO	CHECK DATE	STATUS	VENDOR INFO	CHECK AMOUNT
			I-20135471 CONST MGMT: RECHARGE	4,652.18

				5,907.18
054268	1/27/2014	R	004720 INLAND WATER WORKS I-259495 METER REPAIR SUPPLIES	820.80

				820.80
054269	1/27/2014	R	000286 LEGACY OFFICE PRODUCTS I-0002534-001 OFFICE SUPPLIES	64.58

				64.58
054270	1/27/2014	R	008200 PITNEY BOWES INC. I-1285502-JA14 LEASING CHARGES - 1ST QTR 14	294.71

				294.71
054271	1/27/2014	R	008201 PURCHASE POWER I-PB011214 POSTAGE REFILL FOR METER	500.00

				500.00
054272	1/27/2014	R	009054 KATHLEEN J. RADNICH I-01/05/14-01 PUBLIC RELATIONS SERVICES	349.20

				349.20
054273	1/27/2014	R	000091 SAN BERNARDINO COUNTY RECORDER I-SB012214 RELEASE OF A LIEN I-SB012214B RELEASE OF A LIEN	14.00
				14.00

				28.00
054274	1/27/2014	R	009659 SENSUS METERING SYSTEMS I-ZA14013059 ANN'L SUPPORT THRU 3/30/15	1,585.59

				1,585.59
054275	1/27/2014	R	009880 SOUTHERN CALIFORNIA EDISON CO I-SCE0114 POWER TO BLDGS & GEN - JAN 14	2,642.64

				2,642.64
054276	1/27/2014	R	003596 SUPERMEDIA LLC I-SM0114 MORONGO BASIN ADVERT - JAN 14	22.75

				22.75

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
054277	1/27/2014	R	000290	TFI RESOURCES, INC. I-NK609294	434.20 ----- 434.20
				TEMPORARY LABOR	
054278	1/27/2014	R	000510	TIME WARNER CABLE I-TW0114	399.83 ----- 399.83
				CABLE & INTERNET - JAN 14	
054279	1/27/2014	R	010990	UTILIQUEST L.L.C. I-204227-Q	44.27 ----- 44.27
				CONTRACT LOCATING EXPENSE	
054280	1/27/2014	R	003600	VERIZON CALIFORNIA I-V0114	782.59 ----- 782.59
				TELEPHONE (OFFICE) - JAN 14	
054281	1/27/2014	R	011114	VAN DYKE CORP I-14	33,116.83 ----- 33,116.83
				HDMC WASTEWATER: RETENTION	
054282	1/27/2014	R	011114	VAN DYKE CORP I-14B	15,052.96 ----- 15,052.96
				HDMC WASTEWATER: RETENTION	
054283	1/27/2014	R	011114	VAN DYKE CORP I-14C	61,402.65 ----- 61,402.65
				HDMC WASTEWATER: RETENTION	
054284	1/31/2014	R	004110	BURRTEC WASTE & RECYCLING SVCS I-BW0214	57.48
				RECYCLING - FEB 14	
				I-BW0214B	255.48
				TRASH REMOVAL - FEB 14	
				I-BW0214C	81.99
				TRASH REMOVAL - FEB 14	
					----- 394.95
054285	1/31/2014	R	000237	COLONIAL LIFE & ACCIDENT INSURANCE CO, INC. I-3990561-0105010	680.20 ----- 680.20
				EE LIFE INSURANCE- JAN 14	
054286	1/31/2014	R	001865	COMPUTER GALLERY I-307970CW	3,312.00
				PLAT. MAINTENANCE - OCT 13	
				I-307986CW	1,010.00
				BDR BACKUP SERVICE - OCT 13	
					----- 4,322.00

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
054287	1/31/2014	R	003505	LORI PARKER I-9290	745.39 ----- 745.39
				VEHICLE MAINTENANCE	
054288	1/31/2014	R	000286	LEGACY OFFICE PRODUCTS I-0003396-001	19.35 ----- 19.35
				SHOP EXPENSE	
054289	1/31/2014	R	006029	LIEBERT CASSIDY WHITMORE I-175097	810.00 ----- 810.00
				LEGAL SERVICES-MOU NEGOTIATION	
054290	1/31/2014	R	006150	RANDY MAYES I-RM012314	56.20 ----- 56.20
				REIMB MILES: CRWA TRAINING	
054291	1/31/2014	R	009054	KATHLEEN J. RADNICH I-01/12/14-02 I-01/19/14-03	255.60 288.00 ----- 543.60
				PUBLIC RELATIONS SERVICES	
				PUBLIC RELATIONS SERVICES	
054292	1/31/2014	R	009920	STANDARD INSURANCE CO I-ST0214	719.16 ----- 719.16
				EE LIFE INSURANCE - FEB 14	
054293	1/31/2014	R	000290	TFI RESOURCES, INC. I-NK611286	434.20 ----- 434.20
				TEMPORARY LABOR	
054294	1/31/2014	R	000247	UNITED STATES PLASTIC CORP I-3989193	338.60 ----- 338.60
				PUMPING PLANT SUPPLIES	
054295	1/31/2014	R	011101	VAGABOND WELDING SUPPLY I-90684 I-90729 I-90789	54.00 102.60 1,030.24 ----- 1,186.84
				SMALL TOOLS	
				SMALL TOOLS	
				VAULT REPAIR	
054296	1/31/2014	R	000009	WESTERN PUMP, INC. I-W29545	317.95 ----- 317.95
				REPAIRS: GAS PUMP	

CHECK NO	CHECK DATE	STATUS	VENDOR INFO			CHECK AMOUNT
054297	1/31/2014	R	1	CUSTOMER REFUNDS (MISC.) I-000201401292368 HAND, ROBERT W :US REFUND		63.10 ----- 63.10
054298	1/31/2014	R	1	CUSTOMER REFUNDS (MISC.) I-000201401292369 MALLANTS, DEBORAH S :US REFUND		41.42 ----- 41.42
054299	1/31/2014	R	1	CUSTOMER REFUNDS (MISC.) I-000201401292370 RODRIGUEZ, RHONDA R :US REFUND		66.10 ----- 66.10
054300	1/31/2014	R	1	CUSTOMER REFUNDS (MISC.) I-000201401292371 PENUEL PROPERTIES LL:US REFUND		55.54 ----- 55.54
054301	1/31/2014	R	1	CUSTOMER REFUNDS (MISC.) I-000201401292372 CARD, DAVID W :US REFUND		74.59 ----- 74.59
054302	1/31/2014	R	1	CUSTOMER REFUNDS (MISC.) I-000201401292373 BARRIGA, ROBERTO :US REFUND		43.56 ----- 43.56
054303	1/31/2014	R	1	CUSTOMER REFUNDS (MISC.) I-000201401292374 KASKO, ANDRE M :US REFUND		166.64 ----- 166.64
*900406	1/03/2014	D	001517	CalPERS I-PPE 12-27-13	PAY PERIOD ENDING 12/27/13	8,322.25 ----- 8,322.25
900407	1/03/2014	D	000248	PAYCHEX I-212773	PAYROLL & W2 PROCESSING FEE	540.65 ----- 540.65
900408	1/21/2014	D	001517	CalPERS I-PPE 1-10-14	PAY PERIOD ENDING 1/10/14	8,419.55 ----- 8,419.55

CHECK NO	CHECK DATE	STATUS	VENDOR INFO		CHECK AMOUNT
900409	1/17/2014	D	000248	PAYCHEX I-214142	PAYROLL PROCESSING FEE 287.65 ----- 287.65
900410	1/17/2014	D	000248	PAYCHEX I-11133600	TIME & LABOR ONLINE USAGE FEE 53.44 ----- 53.44
900411	1/31/2014	D	000025	ICMA RC I-900411	457 REMITTANCE - JAN 14 2,741.93 ----- 2,741.93
900412	1/31/2014	D	001517	CalPERS I-PPE 1-24-14	PAY PERIOD ENDING 1/24/14 8,384.29 ----- 8,384.29
900413	1/31/2014	D	000248	PAYCHEX I-215126	PAYROLL PROCESSING FEE 290.89 ----- 290.89
TOTALS:	131				297,396.09
				LESS - PRIOR MONTH VOIDS:	
				LESS - CURRENT MONTH VOIDS:	
					0.00 ----- 297,396.09 =====

JOSHUA BASIN WATER DISTRICT

JANUARY 2014

DIRECTOR PAY

PAY PERIODS: 12/14/2013 - 01/24/2014

Director	Date	Type	Amount	Notes
VICTORIA J FULLER	12/16/2013	UNPAID DIRECTOR	0.00	JBWD SPECIAL MEETING
VICTORIA J FULLER	12/17/2013	UNPAID DIRECTOR	0.00	JBWD SPECIAL MEETING
VICTORIA J FULLER	12/18/2013	Director Pay	173.63	JBWD BOARD & PUBLIC INFO MEETINGS
VICTORIA J FULLER	12/28/2013	UNPAID DIRECTOR	0.00	12/04/13 ACWA CONFERENCE
VICTORIA J FULLER	12/28/2013	UNPAID DIRECTOR	0.00	12/05/13 ACWA CONFERENCE
VICTORIA J FULLER	12/28/2013	UNPAID DIRECTOR	0.00	12/06/13 ACWA CONFERENCE
VICTORIA J FULLER	12/28/2013	Mileage/Vehicle Expense	145.77	12/06/13 MILES TO/FROM ACWA CONFERENCE
VICTORIA J FULLER	01/08/2014	Director Pay	173.63	SPECIAL BOARD MEETING & AGENDA COMMITTEE MEETING
VICTORIA J FULLER	01/15/2014	Director Pay	173.63	JBWD BOARD MEETING & PUBLIC INFO COMMITTEE MEETING
			<u>666.66</u>	
ROBERT JOHNSON	12/14/2013	UNPAID DIRECTOR	0.00	12/11/13 TANK RESTORATION
ROBERT JOHNSON	12/16/2013	Director Pay	173.63	JBWD SPECIAL MEETING
ROBERT JOHNSON	12/17/2013	Director Pay	173.63	JBWD SPECIAL MEETING
ROBERT JOHNSON	12/18/2013	Director Pay	173.63	JBWD BOARD & PUBLIC INFO MEETINGS
ROBERT JOHNSON	01/08/2014	Director Pay	173.63	JBWD SPECIAL MEETING
ROBERT JOHNSON	01/15/2014	Director Pay	173.63	JBWD BOARD MEETING
			<u>868.15</u>	
MICKEY C LUCKMAN	12/16/2013	Director Pay	173.63	JBWD SPECIAL MEETING
MICKEY C LUCKMAN	12/18/2013	Director Pay	173.63	JBWD BOARD & PUBLIC INFO MEETINGS
MICKEY C LUCKMAN	12/17/2013	Director Pay	173.63	JBWD SPECIAL MEETING
MICKEY C LUCKMAN	01/08/2014	Director Pay	173.63	JBWD SPECIAL MEETING
MICKEY C LUCKMAN	12/28/2013	UNPAID DIRECTOR	0.00	12/12/13 MWA BOARD MEETING
MICKEY C LUCKMAN	12/28/2013	Mileage/Vehicle Expense	73.45	12/12/13 MILES TO/FROM MWA MEETING
MICKEY C LUCKMAN	12/28/2013	UNPAID DIRECTOR	0.00	12/16/13 MWA TAC MEETING
MICKEY C LUCKMAN	12/28/2013	Mileage/Vehicle Expense	73.45	12/16/13 MILES TO/FROM MWA TAC MEETING
MICKEY C LUCKMAN	01/15/2014	Director Pay	173.63	JBWD BOARD MEETING & PUBLIC INFO COMMITTEE MEETING
			<u>1,015.05</u>	
MICHAEL P REYNOLDS	12/16/2013	Director Pay	173.63	JBWD SPECIAL MEETING
MICHAEL P REYNOLDS	12/14/2013	Director Pay	173.63	12/04/13 ACWA CONFERENCE
MICHAEL P REYNOLDS	12/14/2013	Director Pay	173.63	12/05/13 ACWA CONFERENCE
MICHAEL P REYNOLDS	12/14/2013	Director Pay	173.63	12/06/13 ACWA CONFERENCE
MICHAEL P REYNOLDS	12/14/2013	Meals/Lodging	36.00	12/05/13 DINNER: ACWA CONFERENCE
MICHAEL P REYNOLDS	12/14/2013	Mileage/Vehicle Expense	151.42	12/6/13 MILES: ACWA CONFERENCE
MICHAEL P REYNOLDS	12/18/2013	Director Pay	173.63	JBWD REGULAR MEETING
MICHAEL P REYNOLDS	12/17/2013	Director Pay	173.63	JBWD SPECIAL MEETING
MICHAEL P REYNOLDS	01/15/2014	Director Pay	173.63	JBWD BOARD MEETING
MICHAEL P REYNOLDS	01/15/2014	Meals/Lodging	20.91	MEAL: JBWD BOARD MEETING
			<u>1,423.74</u>	
GARY L WILSON	12/14/2013	UNPAID DIRECTOR	0.00	12/11/13 TANK RESTORATION COMMITTEE MEETING
GARY L WILSON	12/16/2013	Director Pay	173.63	JBWD SPECIAL MEETING
GARY L WILSON	12/17/2013	Director Pay	173.63	JBWD SPECIAL MEETING
GARY L WILSON	12/18/2013	Director Pay	173.63	JBWD REGULAR MEETING
GARY L WILSON	01/08/2014	Director Pay	173.63	JBWD SPECIAL MEETING
GARY L WILSON	01/15/2014	Director Pay	173.63	JBWD BOARD MEETING
			<u>868.15</u>	
TOTAL			<u>4,841.75</u>	

JOSHUA BASIN WATER DISTRICT
MEETING AGENDA REPORT

Meeting of the Board of Directors

March 5, 2014

Report to: President and Members of the Board

Prepared by: Susan Greer



TOPIC:
RESOLUTION AUTHORIZING SIGNERS WITH US BANK

RECOMMENDATION:
Approve Resolution 14-916, authorizing signers with US Bank.

ANALYSIS:
This is a routine item, required to add our new General Manager as a check signer. The attached resolution adds the new General Manager and is required before the bank will prepare new signature cards.

The resolution authorizes all Board members, the General Manager and the Assistant General Manager/Controller to sign checks. Current practice is to require two signatures up to \$5,000 and three signatures when the check exceeds that amount.

STRATEGIC PLAN ITEM:
N/A

FISCAL IMPACT:
N/A

RESOLUTION 14-916

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE JOSHUA BASIN WATER DISTRICT
AUTHORIZING SIGNERS AT US BANK

WHEREAS, the Joshua Basin Water District requires bank accounts in order to conduct its business.

NOW, THEREFORE, BE IT RESOLVED that the District allows any of the following three acting together in excess of \$5,000 or any two at \$5,000 or less, to withdraw funds from any account in the form of checks in any manner as shall be agreed upon by the contracting officers with US Bank:

Victoria Fuller
Robert Johnson
Mickey Luckman
Mike Reynolds
Gary Wilson
Curt Sauer
Susan Greer

FURTHER RESOLVED that any one of the preceding is also allowed to transfer funds between the District's account and the Local Agency Investment Fund (LAIF) or from one District account to another District account only.

BE IT FURTHER RESOLVED that this Resolution replaces all prior Resolutions regarding this matter and shall remain in force until notice of revocation of it by this District shall be received by Bank at the office where the account is maintained or as Banks shall otherwise direct.

ADOPTED this 5th day of March, 2014.

By _____
Victoria Fuller, President

Attest _____
Curt Sauer, Secretary

JOSHUA BASIN WATER DISTRICT
MEETING AGENDA REPORT

Meeting of the Board of Directors

March 5, 2014

Report to: President and Members of the Board

Prepared by: Susan Greer 

TOPIC:
STRATEGIC PLAN SUMMARY REVIEW

RECOMMENDATION:
Receive report and authorize changes.

ANALYSIS:

The attached Strategic Plan Summary, first developed in 2012, provides an update of the progress on your various priorities. Your attention is drawn to those items marked in yellow, which indicate changes from the last update. I'm pleased to report that 20 of the items on the list are complete.

STRATEGIC PLAN ITEM:
N/A

FISCAL IMPACT:
N/A

Joshua Basin Water District Strategic Plan Summary

Strategic Line#	Project Manager	PROJECT NAME	PROJECT DESCRIPTION	FISCAL YEAR 2013	FISCAL YEAR 2014	FISCAL YEAR 2015	FISCAL YEAR 2016	PROGRESS NOTES	Estimated Completion Date
1.0.0 GOAL 1.0 PROTECT GROUNDWATER. Recognize groundwater as the District's most valuable asset and protect it as a top priority									
1.1.0 Slow and eventually reverse declining groundwater levels and protect the imported water entitlement									
1.1.1	GM	Recharge Basin & Pipeline Project Pond	Construction Phase. \$6.2 mil from prop 84 plus \$1.3 million left from MWA. Board has delayed Pond construction pending BOR grant awards.	\$ 3,952,000	\$ 3,952,000			Pipeline construction complete, on time and budget. Recharge ponds contract awarded.	10/31/2014
1.1.2	GM	Water Purchase	1,100 acre feet of water to replenish aquifer.				\$ 500,000	Requested 500 af for 13/14 and 14/15; no obligation.	6/30/2016
1.1.3	SG/JG	Water Purchase	Budget for it. Establish Financial Plan.					Complete	01/31/2014
1.2.0 Obtain statutory authority to manage the Basin									
1.2.1	GM	Centralized Treatment Authority	Apply for Authority from LAFCO to construct a centralized treatment plant early, before it is needed.					Prioritize before needed	4/1/2015
1.2.2	GM	Centralized Treatment MOU	Complete the MOU with the Regional Water Quality Control Board to give the agency authority to decide when a package waste water treatment plant needs to be required by a developer. This may be changed based on new state policy on densities for septic systems.					Dependent on USGS study and RWQCB	4/1/2016
1.3.0 Manage the Basin effectively to protect groundwater supply and quality									
1.3.1	GM	USGS Wastewater Density Study	Complete the USGS study to understand allowed building density based on wastewater.					USGS expects draft in Spring 2015	12/31/2015
1.3.2	GM	Urban Water Management Plan.	Complete the Urban Water Management Plan.					Complete	12/1/2013
1.3.3	GM	Groundwater Mgmt. Plan	Update AB3030 ground water management plan	\$ 50,000				On hold for new GM	12/31/2014
2.0.0 GOAL 2. FINANCIAL MANAGEMENT. Continue strong and conservative financial management that is cost conscious, reliable and avoids rate shocks									
2.1.0 Develop Mechanisms to link strategic plan initiatives so both the staff and board can track progress and not approve projects that exceed resources.									
2.1.1	MR	Tie Budget to Strategic Plan	Tie the Budget to strategic plan initiatives					Complete	6/1/2012
2.2.0 Provide reliable financial resources to meet critical projects within legal and revenue requirements, are incremental, and are perceived as fair to the public without rate shocks.									
2.2.1	SG	Integrated Financial Analysis	Carry out analysis needed to identify revenue needs associated with all district initiatives, most importantly to carry out pipeline replacement and for buying water					Complete	1/31/2014
2.2.2	SG	Rate Study	Conduct rate study, including review and update of structure and analysis of pay/go versus debt financing.	\$ 30,000				Complete	1/31/2014
2.2.3	SG	Update District Fees	Carry out study to identify needed and fair fees.	\$ 15,000					01/31/2014
2.2.4	GM	Capital Replacement Plan	Develop and budget for it.					Estimated funding is part of Rate & Fee Study	9/30/2014
2.3.0 Seek to maximize grant funding, especially for large capital projects									
2.3.1	GM	Funding Lobbyist	Board authorized a new contract on 09 05 2012					Completed 09 05 2012	3/1/2013
2.4.0 Improve Board oversight of finance									

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2.4.1	Board	Establish Finance Committee	Goal is to improve board policy guidance and oversight.					Complete	4/1/2012
3.0.0	GOAL 3. OPERATIONAL AND ASSET MANAGEMENT. Design, build, operate, and maintain facilities for reliability and cost efficiency								
3.1.0	Carry out a strong maintenance management program that is fully proactive and document								
3.1.1	RL	DEVELOP Maintenance Management System for Production Operations	Identify features of a fully proactive and documented maintenance management program for production operations: wells, pumps, booster stations, reservoirs, including: tracking, recording, cost/benefit analysis, replacement timing.					Complete	9/1/2012
3.1.2	RL	IMPLEMENT Maintenance Management System for Production Operations	Implement Phase 1 of fully documented Maintenance Management Program for production operations.					Complete	9/1/2013
3.1.3	JC	DEVELOP Maintenance Management System for Distribution Operations	Identify features of fully proactive and documented Maintenance Management Program for distribution operations. Set Priorities and phases to incorporate parts of the distribution system: Vehicles, valves, meters, equipment, hydrants, Main lines, services, air vacs, blow-offs, asphalt and other processes. include tracking, recording, cost/benefit analysis, replacement timing, and training.					Complete	9/1/2012
3.1.4	JC	IMPLEMENT Maintenance Management System for Distribution Operations	Implement Phase 1 of fully documented Maintenance Management Program for distribution operations.					Complete	9/1/2013
3.1.5	KF	VXU Meter Reading Unit	Provide for a backup VXU for meter reading	\$300.00	\$0.00			Complete	6/30/2014
3.1.6	JC	Large Meter Testing	Establish a program for regularly testing large customer meters	\$ 30,000				2 remain to be replaced at HDMC and CCC - will require substantial coordination.	8/31/2014
3.1.7	JC	Enclosure (Wall) in Shop	For safety & to block noise, fumes, arc flash.		\$ 16,000			DELETE - Not intended for employees to do, contractor quotes exceed budget - add to space needs study.	DELETE
3.1.8	JC	Grizzly	Steel grate device for separating dirt, rocks and debris to enable us to stay on top of various waste material.	\$ 10,000				Complete	6/30/2013
3.1.9	JC	(2) Aluminum/Steel Carports	To cover outside equipment & PVC pipe to protect against elements and add security; 48 x 20; 2 units total.		\$ 6,000			DELETE - Utilizing ACWA/JPIA idea to bury pipe - transfer budget to 3.1.6.	DELETE
3.2.0	For large projects, provide a high level of project management to ensure project proceeds on time, on budget and to plan. Assure there is independent review and assessment of engineering and construction set up so that those involved clearly represent the District's interests								

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3.2.1	GM	Project Management Oversight and Reporting	Review, update and document process for project management, oversight and reporting.					DUDEK is providing project oversight and tracking.	Complete
3.3.0 Ensure redundancy and reliability of key parts of the water and wastewater system									
3.3.1	RL	H-Zone Tank (prev. Relocate C2A Tank to Hzone)	The cost will eventually be reimbursed to the operational budget from future capacity fees in the H-Zone. NEW TANK	\$ 510,000	\$ 90,000			Plans complete. Holding pending cash flow.	12/31/2014
3.3.2	GM	HDMC Wastewater	Complete the sewer project for the Hospital. To be paid by HDMC.	\$ 1,000,000	\$ 1,460,700			Complete	10/31/2013
3.3.3	GM	Emergency Line to Hospital	Prepare plan for the redundant water service line for the hospital. Construction contingent on HDMC funding.					Dependent on funding and hospital decisions for permanent line	6/1/2014
3.3.4	RL	Altitude Valve at C2B Tank -- SCADA Controls at C2-B, C-1, and C-3	The three tanks in the C zone are at different altitudes. If the one at the highest altitude is filled, the other two overflow. These valves will prevent the overflowing.	\$ 108,900				Complete	12/31/2013
3.3.5	RL	Reservoir Maintenance/Renovation	Reservoir renovation/recoat					Agreement and specs approved by attorney & committee. On hold pending cash flow and timing (can't take reservoirs out of service in summer)	6/1/2015
3.3.6	JC	Valve & Fire Hydrant Maintenance Program		\$ 33,333	\$ 33,333	\$ 33,334		Ongoing	
3.4.0 Design and operate the water and wastewater system for cost-efficiency									
3.4.1	SG	Identify Cost Savings	Identify cost savings opportunities in the operation and management of capital facilities, including through alternative energy sources power management					Utilize outside consultant. Attempts to reduce <u>operational</u> costs are also ongoing.	6/1/2015
3.5.0 Provide appropriate, safe facilities with adequate space to effectively carry out the District's goals and objectives									
3.5.1	RL	Security (Motion Sensors) at Shop and Well 10	This would provide security to an expanded area at the shop.	\$ 12,304				Complete	6/30/2013
3.5.2	SG	Customer Service Account Filing System	Parcel files have expanded past our current storage area and can't be locked. This will allow us to store, secure and access our current files and any new files for the foreseeable future.	\$ 30,000				Should be considered with space needs assessment	9/30/2014

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3.5.3	GM	Facilities Plan/Space Needs Assessment	Conduct a facilities plan and assessment to identify space needs, estimated costs, etc. for a new or upgraded office building and Emergency Operations Center.					Add shop to project. On hold for new GM	9/30/2014
3.5.4	GM	Property Needs Assessment and Purchase	Conduct a property needs assessment: what facilities will be needed over time, in what locations and what size: purchase properties.					underway	12/1/2014
3.5.5	SG	Office Carpet	This provides for carpeting of all offices.	\$ 13,000				On hold pending space needs assessment	9/30/2014
3.6.0	Plan new facilities, upgrade and replacements in a way that promotes long-term reliability and cost-effectiveness								
3.6.1	SG/Brd	Pipeline replacement plan	Develop plan, timeline and funding for replacing aging pipelines. Design is completed for 15,000' of pipeline replacement					Funding Plan complete. Need plan, timeline and to acquire financing.	8/31/2014
3.6.2	RL	Replace Chlorination Pumps - 4 at \$3,000 each.	Current pumps are over 10 years old and unreliable. New pumps will operate with SCADA.	\$ 13,349				Complete	6/30/2012
3.6.3	RL	Chlorine Analyzers W/Telemetry programming	Install analyzers to monitor chlorine residual at up to four remote sites.	\$ 20,000				Researching vendors & pricing	6/30/2014
3.6.4	RL	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.	\$ 250,000				Contract awarded.	7/31/2014
3.7.0	Coordinate with the customer service representatives to develop standardized approaches to providing customer service								
3.7.1	SG	Customer Service Procedure for Leaks	Complete customer service procedure around leaks, including water conservation survey.					Complete	9/1/2012
3.7.2	SG	Complete SOPs	Major SOPs have been identified					(see 5.1.3) Complete	6/10/2013
4.0.0	GOAL 4. GOVERNMENTAL AND COMMUNITY RELATIONS. The District acts as a good neighbor and partner that is highly regarded in the community								
4.1.0	Take actions needed to ensure the community understands and supports the District								
4.1.1	KR	Public Outreach Plan & Program	Carry out ongoing public outreach plan and program.					PI Committee.	Ongoing
4.1.2	KR	Update the Website						New website launched 6/12/13	Complete
4.1.3	GM	Demonstration Garden Improvements			\$ 10,000			New signs being developed	6/30/2014
4.1.4	GM	Collaborate with other Agencies	Sharing of mutual resources. Identify and reach out to potential partners for sharing resources. Responsible parties: Curt and Management Staff.						Ongoing
4.2.0	Be an active and collaborative leader and partner with other organizations throughout the region to meet District goals, including obtaining grants, groundwater management authority and sewer authority								
4.3.0	Ensure clear communications between the Board and Manager so the Board can provide proper oversight and clear policy direction								
4.3.1	GM	Board Tours	Plan and carry out Board tours of administrative, management and operational activities and facilities.						Ongoing
4.3.2	GM	Board Member Orientation	Form an ad-hoc Board Committee to develop new Board member orientation.					Committee and staff.	Ongoing
4.3.3	GM	Develop New Reporting to Board	Develop new monthly reporting practices to the Board.					Complete	9/1/2013

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4.3.4	GM	Bi-monthly Board Workshops	Plan and conduct bi-monthly board workshops to provide enhanced communication on important District activities and progress.					Ongoing - 15 presentations already given	Ongoing
5.0.0	ADMINISTRATION AND MANAGEMENT. Continue strengthening administration and management for increased consistency, performance and individual accountability								
5.1.0	Continue to standardize and systematize training and procedures								
5.1.1	GM	Personnel Manual	Complete Personnel Manual.					Union contract impacts this task.	6/30/2015
5.1.2	GM	Standard Operating Procedures	Identify and develop key standard operating procedures and timeline for less critical procedures.					Major SOPs are identified and are being developed	6/30/2014
5.1.3	GM	Training Manuals and Procedures	Develop standard training manuals and procedures.					Each operation.	12/31/2014
5.2.0	Staff should have clear goals and priorities that align with the strategic plan and be evaluated and rewarded based on performance								
5.2.1	Mgmt.	Performance evaluations	Update performance, evaluations and accountability approach. For example, consider options for a merit performance system and staff evaluations.					New MOU includes requirement to negotiate performance evaluation process.	6/30/2015
5.3.0	The District will provide the tools, training and support so that staff can grow and improve in their careers								
5.4.0	The District chain of command at all levels will be clearly articulated, understood and followed								
5.5.0	The District's IT system will be fully functional								
5.5.1	MM GM KF KR	Maximize technological resources	Develop technology master plan that includes the following topics (examples): Radio read meters (Keith/Jim), GIS strategic plan (Keith/Dudek), Data integration (Keith/Dudek), Training, Website/social media (Kathleen), Record storage and retrieval (Susan), SCADA (Randy/Keith), Board technology (Keith), Budget (Team), implementation schedule (Joe, Keith, Mike), Updates to the Board (Joe, Keith, Mike).					Finally located 3 companies that develop technology masterplans.	8/31/2014
5.5.2	SG	Incode Version 10 Upgrade			\$ 65,000			Financial upgrade in process; utilities to follow in summer.	9/30/2014
5.5.3	SG	Record Archival System	This will eventually enable the District to maintain more electronic files for easier access and less physical storage.	\$ 37,500	\$ 37,500				9/30/2014
5.6.0	Ensure that there is a thorough emergency management program that is tested and exercised								
5.6.1	RL	Earthquake Shut Off Valves or Retrofit for Three Tanks -- C2-B, C-1 and B	This, or a similar system, will provide a feature to the two major C tanks and the B tank serving the hospital, to shut off in the event of an earthquake or other event that results in an unusually large amount of water draining from the tank.	\$ 108,900				Complete	5/31/2013
5.6.2	RC	Emergency Supplies	These include food, water, cots, etc. for serious emergencies for employees.	\$ 17,000				Complete	12/31/2013
5.6.3	RL	Transfer Switches at Remaining Booster Sites	These four (4) switches are needed in order to be able to use the emergency generators at the pump stations.	\$ 60,000				Two (2) complete; one (1) to be completed with H Zone Tank (3.3.1), last to be completed with D3-1 booster pump and housing (3.6.4).	12/31/2014

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5.6.4	RL	Well 10 & 14 Soft Start Bypass - Generator Controls	The new 600 KW generators need this equipment in order to operate properly at the two largest producing wells, well 10 and well 14.	\$ 20,000				Complete	5/31/2013
5.6.5	RC	Table Top Exercises	Continue annual table tops internally, and windshield survey, update the manual.					Exercise overdue	Annually