

**President**  
Tom Floen

**VP**  
Stacy Doolittle

**Directors**  
Jane Jarlsberg  
Tomas Short  
David Fick

**General  
Manager**  
Sarah Johnson

**Legal Counsel**  
Jeff Hoskinson



**AMENDED AGENDA – ITEM 7(D) 07/15/2024**  
**REGULAR MEETING AGENDA OF THE BOARD OF DIRECTORS**  
**Wednesday, July 17, 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 – 06.19.24**

**B. CHECK REGISTER – MAY 2024**

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

**7. DISCUSSION/ACTION CALENDAR**

**A. STRATEGIC PLANNING KICKOFF**

PRESENTED BY: SARAH JOHNSON, GENERAL MANAGER

FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS TO BE TAKEN.

**B. APPROPRIATION LIMIT FOR FISCAL YEAR 2024/25**

PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE

RECOMMENDED ACTION: ADOPT RESOLUTION 24-1065.

**C. TILFORD PHASE 2 CIRP PROJECT WATER CAPACITY CHARGES TRANSFER**

PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE

RECOMMENDED ACTION: RECEIVE REPORT, ASK QUESTIONS, AND APPROVE FUNDS TRANSFER

**D. CUSTOMER SUPPORT ~~SPECIALIST DEPARTMENT~~ PRESENTATION**

PRESENTED BY: DAVID SHOOK, DIRECTOR OF ADMINISTRATION

FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS TO BE TAKEN.

**8. REPORTS AND COMMENTS**

For informational purposes only on subjects not covered by the agenda. The opinions of individual directors are not necessarily the opinions of the board or district staff. No action is to be taken. The Board may provide staff with requests for future agenda items.

**A. DIRECTORS REPORTS**

**B. GENERAL MANAGER REPORT**

**9. ADJOURNMENT**

CALENDAR REMINDER - FUTURE DIRECTOR MEETINGS	DATE	TIME	ATTENDEE(S)
MWA – BOARD MEETING	07.25.24	9:30 AM	FICK
MWA– TAC MEETING	08.01.24	10:00 AM	SHORT
JBWD – REGULAR BOARD MEETING	08.07.24	5:30 PM	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](http://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  
June 19, 2024, 5:30 pm

## AGENDA ITEMS

### 1. CALL TO ORDER

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

### 2. DETERMINATION OF A QUORUM & ATTENDANCE

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

**Staff Present:** General Manager Johnson, Director of Finance Roman, Director of Administration Shook, Interim Director of Operation Nazario, Accounting Supervisor Rich, Executive Assistant Thompson, Compliance Coordinator Paulino

**Consultant(s) Present:** Public Outreach Consultant, Kathleen Radnich, Legal Counsel, Jeff Hoskinson, Ortega Strategies, Tim Worley and Susan Allen

**Citizens Advisory Council Member(s) Present:** David Carrillo

### 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 <sup>st</sup> / 2 <sup>nd</sup>	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 – 06.05.24

#### B. CHECK REGISTER – APRIL 2024

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

1 <sup>st</sup> / 2 <sup>nd</sup>	Doolittle/Fick
Ayes:	Floen, Doolittle, Jarlsberg, Short, and Fick

Noes: None  
Abstain: None  
Absent: None

**6. ITEMS PULLED FROM CONSENT CALENDAR FOR DISCUSSION**

**7. ACTION CALENDAR**

**A. STRATEGIC PLAN PROPOSAL**

PRESENTED BY: SARAH JOHNSON, GENERAL MANAGER

RECOMMENDED ACTION: RECOMMEND BOARD APPROVAL OF THE PROPOSAL AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT WITH ORTEGA STRATEGIES GROUP FOR STRATEGIC PLANNING SERVICES

General Manager, Sarah Johnson provided her staff report on the Strategic Plan Proposal from Ortega Strategies Group and then introduced Tim Worley and Susan Allen of Ortega Strategies who presented the strategic plan proposal and agreement.

Director Fick made a motion to approve the proposal and authorize the General Manager to execute an agreement with Ortega Strategies Group for Strategic Planning Services seconded by Director Jarlsberg and approved by the following vote.

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

**B. PUBLIC HEARING TO CONSIDER THE WATER AVAILABILITY (STANDBY) CHARGES FOR FISCAL YEAR 2024/25**

PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE

RECOMMENDED ACTION: ADOPT RESOLUTION 24-1064, ESTABLISHING WATER AVAILABILITY CHARGES FOR 2024/2025 AND AUTHORIZING COLLECTION BY SAN BERNARDINO COUNTY

President Floen opened the public hearing on Standby at 6:04 pm.

Director of Finance, Anne Roman presented the staff report on the Standby public hearing, explaining the process and noting that it is held annually. Roman also announced that no written protests were received from the public.

President Floen closed the hearing at 6:04 pm.

Vice President Doolittle made a motion to adopt Resolution 24-1064 establishing Water Standby Charges for 2024/25 and authorizing collection by San Bernardino County, seconded by Director Jarlsberg, and approved by the following vote.

1<sup>st</sup>/ 2<sup>nd</sup> Doolittle/Jarlsberg  
Ayes: Floen, Doolittle, Jarlsberg, Short, and Fick

Noes: None  
Abstain: None  
Absent: None

C. 3<sup>rd</sup> FISCAL QUARTER ENDING 03/31/24 FINANCIAL REPORT

PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE

RECOMMENDED ACTION: RECEIVE REPORT, ASK QUESTIONS, AND APPROVE

Director of Finance, Anne Roman presented the financial report for the third fiscal quarter ending on 3/31/24. Roman provided a detailed overview of JBWD's financials, covering information on how revenues and expenses are not incurred evenly throughout the year, how department heads manage their budgets, operating and capital costs, and analysis continuing throughout the year.

Director Short made a motion to approve the 3<sup>rd</sup> Fiscal Quarter Ending 03/31/24 Financial Report, seconded by Director Jarlsberg, and approved by the following vote.

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

A. REPORTS AND COMMENTS

President Floen

- President Floen attended the Copper Mountain Mesa Association meeting and engaged in a discussion on water leak detection with an individual.
- Floen stated that he and Vice President Doolittle participated in a performance evaluation meeting with General Manager Sarah Johnson. During the meeting, they discussed the General Manager's goals for 2024.
- Floen attended the Manager Meetups meeting with General Manager, Sarah Johnson and reported that it was a positive meeting.

Vice President Doolittle

- Vice President Doolittle attended an Ad Hoc Committee with President Floen for the General Manager's performance evaluation review. Doolittle discussed she was impressed with GM Johnson's accomplishments for 2024, some of which included:
  - Execution of a new district website, which was delivered at a very high level of completion;
  - Engaging in several legislative trips to Sacramento to represent the district's needs;
  - Developed a project list to keep the board and community apprised of the status of projects;
  - Saving the district money by using Gary Sturdivan for the Hazard Mitigation Plan;
  - Facilitating the low-income assistance program with LIHWAP;
  - Bringing back the well-produced district tours that educated and delighted ratepayers;
  - Renewing the connection with USGS regarding Chromium 6;
  - Developing a budget calendar and creating a new budget review process, including in-depth district project reviews;
  - Working with US Water Alliance to seek grants and funding for the district;

- And organized a public servant appreciation celebration for the board, among many other achievements.
- Doolittle suggested setting up reminders for customers when their bill is due and alerting customers with high water usage.
- Doolittle mentioned that she is interested in the climate resilience bond and would like to discuss it at a future meeting.

#### Director Jarlsberg

- Director Jarlsberg attended the Basin Wide Foundation workshop last week, where she learned about funding ideas and mentioned that it was a good place for networking.
- Jarlsberg participated in the manager meetups with General Manager, Sarah Johnson and appreciated the opportunity to discuss matters face-to-face and the team-building efforts.

#### Director Short

- Director Short mentioned that he would like to see the climate resilience bond brought to the board.

#### Director Fick

- Director Fick attended the ASBCSD Membership meeting and dinner in Rancho Cucamonga on June 17. Fick shared that he learned about California native plants replacing Mediterranean plants and reducing water.
- Fick attended the SB County supervisor meeting about no caps on short-term rentals.
- Fick attended MWA TAC meeting and learned about estimated growth with the population.

#### General Manager Report

Johnson reported on the following:

- On June 6, our Operations field crew worked overnight to replace a 3" meter at the Continuing Care Center to avoid disrupting service during the daytime. In addition, a 2" meter was installed as a backup in case of an emergency.
- On June 7, the Mojave Desert Air Quality Management conducted its annual inspection of the shop's fuel tank. During the inspection, the inspector discovered that the O-ring on the emergency vent needed to be replaced. As a result, a notice of correction was issued, and the tank was locked. A subcontractor was hired to make the necessary repairs before the tank could be put back online. Fortunately, the repair was completed, and the fuel tank is back in operation.
- On June 10, Johnson and staff met with the US Water Alliance to discuss grant applications for LCRRS inventory, LCRRS replacement, and Chromium 6. More information will be brought back in the future.
- Johnson expressed gratitude for the board's kind words and appreciated the positive feedback on her performance evaluation.
- Johnson mentioned that the manager meetup meeting was a success.
- Johnson shared that the Hazard Mitigation Plan has been approved by Cal OES and will update the board when it passes the review from FEMA.
- In response to a director's inquiry, Johnson discussed information on the One Tree Hill property on 29 Palms and Sunset Road. The parcel is approximately 37 acres of vacant land. Upon investigation, Johnson found that the property is owned by One Tree LLC, which acquired the land in 2021. As of now, the property owner has not submitted any inquiries or plans regarding building activity to the district.

- The annual supply and demand assessment was submitted today. It was completed in-house, which saved the district money. Previously, the district used to outsource the report to an engineering firm. Johnson expressed gratitude to the following individuals for their assistance: Interim Director of Operations Jeremiah Nazario, Water Production Supervisor Scott Carpenter; Director of Administration David Shook; and Compliance Coordinator Dani Paulino.
- Johnson met with Jay Goodwin, the Vegetation Branch Chief at Joshua Tree National Park (JTNP), to discuss the plant sale memorandum of understanding (MOU) approved by the board this year. It was noted that the JTNP regional office does not have the authority to sign the MOU. Johnson is currently seeking an alternative solution for plant sales.
- USGS will be presenting information about water in Joshua Tree and Chromium 6 to the board later this summer.
- Next week, Johnson will attend the annual CSDA General Manager conference next week. Following that, Johnson will be on vacation for the first week of July. Director of Finance Anne Roman will also be on vacation at that time. Johnson mentioned that Interim Director of Operations Jeremiah Nazario will be in charge while she is on vacation.

**B. ADJOURNMENT**

On motion by Director Short, seconded by President Floen and approved by the Board, the meeting was adjourned at: 8:12 pm.

Respectfully submitted,

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Sarah Johnson, General Manager & Board Secretary





Joshua Basin Water District

# Check Report

By Vendor DBA Name

Date Range: 05/01/2024 - 05/31/2024

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	
<b>Bank Code: AP-AP Cash</b>						
000501	ACWA JPIA	05/01/2024	Regular	0.00	21,138.69	66272
<a href="#">JPIA041724</a>	Invoice	05/01/2024	WORKERS COMP 01/2024 - 03/2024	0.00	21,138.69	
000501	ACWA JPIA	05/15/2024	Regular	0.00	40,414.67	66305
<a href="#">0702696</a>	Invoice	05/15/2024	EE HEALTH BENEFIT & EAP - 06/2024	0.00	40,414.67	
000501	ACWA JPIA	05/15/2024	Regular	0.00	-40,414.67	66305
000501	ACWA JPIA	05/15/2024	Regular	0.00	40,414.67	66339
<a href="#">0702696</a>	Invoice	05/15/2024	EE HEALTH BENEFIT & EAP - 06/2024	0.00	40,414.67	
013998	AMAZON CAPITAL SERVICES INC	05/15/2024	Regular	0.00	2,715.21	66306
<a href="#">1FX3-394C-JL1M</a>	Credit Memo	05/15/2024	CREDIT: SHIPPING & HANDLING	0.00	-11.27	
<a href="#">1QNW-JNY1-H7LK</a>	Invoice	05/15/2024	OFFICE SUPPLIES	0.00	765.34	
<a href="#">1TJF-R3MK-KKQP</a>	Invoice	05/15/2024	SHOP OFFICE SUPPLIES/SM TOOLS CIRP/BLDG MAINT	0.00	1,961.14	
013998	AMAZON CAPITAL SERVICES INC	05/15/2024	Regular	0.00	-2,715.21	66306
013998	AMAZON CAPITAL SERVICES INC	05/15/2024	Regular	0.00	2,715.21	66340
<a href="#">1FX3-394C-JL1M</a>	Credit Memo	05/15/2024	CREDIT: SHIPPING & HANDLING	0.00	-11.27	
<a href="#">1QNW-JNY1-H7LK</a>	Invoice	05/15/2024	OFFICE SUPPLIES	0.00	765.34	
<a href="#">1TJF-R3MK-KKQP</a>	Invoice	05/15/2024	SHOP OFFICE SUPPLIES/SM TOOLS CIRP/BLDG MAINT	0.00	1,961.14	
000675	AQUA METRIC SALES COMPANY	05/01/2024	Regular	0.00	641.39	66298
<a href="#">INV0101198</a>	Invoice	05/01/2024	METER REPAIR SUPPLIES	0.00	641.39	
014106	AQUFLOW	05/01/2024	Regular	0.00	919.93	66291
<a href="#">AQI2404161</a>	Invoice	05/01/2024	WELL 14 INJECT UPGR & MIOX CL2 SUPPLIES	0.00	919.93	
014104	ARDURRA GROUP INC	05/01/2024	Regular	0.00	24,748.25	66273
<a href="#">17409</a>	Invoice	05/01/2024	ENGINEER SVS: E2-1 TANK 3/1/24 - 3/31/24	0.00	24,748.25	
000950	ASSOCIATION OF THE SB CO SPEC DISTRICTS	05/01/2024	Regular	0.00	135.00	66274
<a href="#">0296</a>	Invoice	05/01/2024	MONTHLY DINNER 04/15/23: FICK, SHORT & JARLSBERG	0.00	135.00	
000950	ASSOCIATION OF THE SB CO SPEC DISTRICTS	05/01/2024	Regular	0.00	78.00	66275
<a href="#">0295</a>	Invoice	05/01/2024	MONTHLY DINNER 03/18/24: FICK & DOOLITTLE	0.00	78.00	
013863	ATKINSON ANDELSON LOYA RUUD AND ROMO	05/01/2024	Regular	0.00	2,250.36	66276
<a href="#">710697</a>	Invoice	05/01/2024	LEGAL SERVICES - 03/2024	0.00	2,250.36	
013863	ATKINSON ANDELSON LOYA RUUD AND ROMO	05/22/2024	Regular	0.00	4,026.96	66374
<a href="#">713421</a>	Invoice	05/22/2024	LEGAL SERVICES - 04/2024	0.00	4,026.96	
001630	ATT MOBILITY	05/15/2024	Manual	0.00	2,485.25	902487
<a href="#">829480028X050...</a>	Invoice	05/15/2024	COMMUNICATIONS - 04/2024	0.00	2,485.25	
000214	BABCOCK LABORATORIES INC	05/01/2024	Regular	0.00	1,167.55	66277
<a href="#">CD41071-2287</a>	Invoice	05/01/2024	SAMPLING	0.00	283.14	
<a href="#">CD41143-2287</a>	Invoice	05/01/2024	SAMPLING	0.00	114.60	
<a href="#">CD41641-2287</a>	Invoice	05/01/2024	SAMPLING	0.00	114.60	
<a href="#">CD41652-2287</a>	Invoice	05/01/2024	HDMC WWTP - SAMPLING	0.00	386.44	
<a href="#">CD41930-2287</a>	Invoice	05/01/2024	HDMC WWTP - SAMPLING	0.00	268.77	
000214	BABCOCK LABORATORIES INC	05/15/2024	Regular	0.00	-459.06	66307
000214	BABCOCK LABORATORIES INC	05/15/2024	Regular	0.00	459.06	66307
<a href="#">CE40067-2287</a>	Invoice	05/15/2024	SAMPLING	0.00	76.40	
<a href="#">CE40205-2287</a>	Invoice	05/15/2024	HDMC WWTP - SAMPLING	0.00	248.96	
<a href="#">CE40421-2287</a>	Invoice	05/15/2024	SAMPLING	0.00	133.70	

Check Report

Date Range: 05/01/2024 - 05/31/2024

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	
000214	BABCOCK LABORATORIES INC	05/15/2024	Regular	0.00	459.06	66341
<a href="#">CE40067-2287</a>	Invoice	05/15/2024	SAMPLING	0.00	76.40	
<a href="#">CE40205-2287</a>	Invoice	05/15/2024	HDMC WWTP - SAMPLING	0.00	248.96	
<a href="#">CE40421-2287</a>	Invoice	05/15/2024	SAMPLING	0.00	133.70	
004110	BURRTEC WASTE AND RECYCLING SVCS	05/01/2024	Manual	0.00	162.03	902477
<a href="#">BW0524</a>	Invoice	05/01/2024	TRASH & RECYCLING (OFFICE) - 05/2024	0.00	162.03	
004110	BURRTEC WASTE AND RECYCLING SVCS	05/01/2024	Regular	0.00	-162.03	902477
004110	BURRTEC WASTE AND RECYCLING SVCS	05/01/2024	Manual	0.00	179.91	902481
<a href="#">BW0524-1</a>	Invoice	05/01/2024	TRASH & RECYCLING (OFFICE) - 05/2024	0.00	179.91	
004110	BURRTEC WASTE AND RECYCLING SVCS	05/15/2024	Manual	0.00	808.15	902489
<a href="#">BW043024</a>	Invoice	05/15/2024	TRASH REMOVAL (SHOP) - 04/2024	0.00	808.15	
000229	C AND S ELECTRIC	05/15/2024	Regular	0.00	-1,005.00	66315
000229	C AND S ELECTRIC	05/15/2024	Regular	0.00	1,005.00	66315
<a href="#">3880</a>	Invoice	05/15/2024	INSTALL POWER FOR CL2 PUMP @ WELL 14	0.00	1,005.00	
000229	C AND S ELECTRIC	05/15/2024	Regular	0.00	1,005.00	66349
<a href="#">3880</a>	Invoice	05/15/2024	INSTALL POWER FOR CL2 PUMP @ WELL 14	0.00	1,005.00	
001517	CalPERS	05/09/2024	Manual	0.00	16,214.74	902482
<a href="#">PPE 5-3-24</a>	Invoice	05/09/2024	PAY PERIOD ENDING 5/3/24	0.00	16,214.74	
001517	CalPERS	05/24/2024	Manual	0.00	16,498.37	902492
<a href="#">PPE 5-17-24</a>	Invoice	05/24/2024	PAY PERIOD ENDING 5/17/24	0.00	16,498.37	
013889	CARL OTTESONS CERTIFIED BACKFLOW TESTINC	05/01/2024	Regular	0.00	400.00	66278
<a href="#">7822</a>	Invoice	05/01/2024	BACKFLOW TESTING @ OFFICE & SHOP	0.00	400.00	
013889	CARL OTTESONS CERTIFIED BACKFLOW TESTINC	05/15/2024	Regular	0.00	500.00	66308
<a href="#">7832</a>	Invoice	05/15/2024	CROSS CONNECTION CONSULTING - 05/2024	0.00	500.00	
013889	CARL OTTESONS CERTIFIED BACKFLOW TESTINC	05/15/2024	Regular	0.00	-500.00	66308
013889	CARL OTTESONS CERTIFIED BACKFLOW TESTINC	05/15/2024	Regular	0.00	500.00	66342
<a href="#">7832</a>	Invoice	05/15/2024	CROSS CONNECTION CONSULTING - 05/2024	0.00	500.00	
001555	CENTRATTEL LLC	05/15/2024	Regular	0.00	-637.86	66309
001555	CENTRATTEL LLC	05/15/2024	Regular	0.00	637.86	66309
<a href="#">240502252101</a>	Invoice	05/15/2024	DISPATCH SERVICES - 04/2024	0.00	637.86	
001555	CENTRATTEL LLC	05/15/2024	Regular	0.00	637.86	66343
<a href="#">240502252101</a>	Invoice	05/15/2024	DISPATCH SERVICES - 04/2024	0.00	637.86	
000510	CHARTER COMMUNICATIONS	05/15/2024	Regular	0.00	550.00	66310
<a href="#">116905701050124</a>	Invoice	05/15/2024	INTERNET SERVICES - 05/2024	0.00	550.00	
000510	CHARTER COMMUNICATIONS	05/15/2024	Regular	0.00	-550.00	66310
000510	CHARTER COMMUNICATIONS	05/15/2024	Regular	0.00	550.00	66344
<a href="#">116905701050124</a>	Invoice	05/15/2024	INTERNET SERVICES - 05/2024	0.00	550.00	
014052	CJ BROWN AND COMPANY CPAS - AN ACCOUN	05/01/2024	Regular	0.00	9,690.00	66279
<a href="#">CJBC043024</a>	Invoice	05/01/2024	FINANCIAL AUDIT 23/24 - 04/2024	0.00	9,690.00	
000237	COLONIAL LIFE AND ACCIDENT INSURANCE CO I	05/01/2024	Manual	0.00	766.30	902475
<a href="#">39905610405821</a>	Invoice	05/01/2024	EE LIFE INSURANCE - 04/2024	0.00	766.30	
000112	COPPER MOUNTAIN BROADCASTING CO	05/15/2024	Regular	0.00	-480.00	66311
000112	COPPER MOUNTAIN BROADCASTING CO	05/15/2024	Regular	0.00	480.00	66311
<a href="#">24040003</a>	Invoice	05/15/2024	MWA GRANT: WATER CONSERVATION ADS	0.00	480.00	
000112	COPPER MOUNTAIN BROADCASTING CO	05/15/2024	Regular	0.00	480.00	66345
<a href="#">24040003</a>	Invoice	05/15/2024	MWA GRANT: WATER CONSERVATION ADS	0.00	480.00	

Check Report

Date Range: 05/01/2024 - 05/31/2024

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	
013373	CORE AND MAIN LP	05/01/2024	Regular	0.00	5,774.44	66280
<a href="#">U591364</a>	Invoice	05/01/2024	INVENTORY	0.00	1,454.57	
<a href="#">U638288</a>	Invoice	05/01/2024	BUILDING MAINTENANCE - SHOP	0.00	501.04	
<a href="#">U638449</a>	Invoice	05/01/2024	INVENTORY & MAINLINE/LEAK REPAIR SUPPLIES	0.00	3,602.25	
<a href="#">U645724</a>	Invoice	05/01/2024	MAINLINE/LEAK REPAIR SUPPLIES	0.00	216.58	
013373	CORE AND MAIN LP	05/15/2024	Regular	0.00	-15,875.11	66312
013373	CORE AND MAIN LP	05/15/2024	Regular	0.00	15,875.11	66312
<a href="#">U054321</a>	Invoice	05/15/2024	MAINLINE/LEAK REPAIR SUPPLIES	0.00	3,832.24	
<a href="#">U495132</a>	Invoice	05/15/2024	MAINLINE/LEAK REPAIR SUPPLIES	0.00	178.44	
<a href="#">U695516</a>	Invoice	05/15/2024	INVENTORY	0.00	12,296.43	
<a href="#">U849348</a>	Credit Memo	05/15/2024	CREDIT: INVENTORY	0.00	-432.00	
013373	CORE AND MAIN LP	05/15/2024	Regular	0.00	15,875.11	66346
<a href="#">U054321</a>	Invoice	05/15/2024	MAINLINE/LEAK REPAIR SUPPLIES	0.00	3,832.24	
<a href="#">U495132</a>	Invoice	05/15/2024	MAINLINE/LEAK REPAIR SUPPLIES	0.00	178.44	
<a href="#">U695516</a>	Invoice	05/15/2024	INVENTORY	0.00	12,296.43	
<a href="#">U849348</a>	Credit Memo	05/15/2024	CREDIT: INVENTORY	0.00	-432.00	
014108	DAVID FICK	05/01/2024	Regular	0.00	96.48	66281
<a href="#">DF041624</a>	Invoice	05/01/2024	MILEAGE REIMBURSEMENT	0.00	96.48	
014064	DIGIUM CLOUD SERVICE	05/15/2024	Regular	0.00	755.35	66332
<a href="#">INV00294391</a>	Invoice	05/15/2024	DIGIUM - 05/2024	0.00	755.35	
014064	DIGIUM CLOUD SERVICE	05/15/2024	Regular	0.00	-755.35	66332
014064	DIGIUM CLOUD SERVICE	05/15/2024	Regular	0.00	755.35	66366
<a href="#">INV00294391</a>	Invoice	05/15/2024	DIGIUM - 05/2024	0.00	755.35	
013991	EIDE BAILLY LLP	05/01/2024	Regular	0.00	1,926.20	66282
<a href="#">EI01667770</a>	Invoice	05/01/2024	ACCOUNTING/AUDIT SERVICES - 02/2024	0.00	981.50	
<a href="#">EI01681777</a>	Invoice	05/01/2024	ACCOUNTING/AUDIT SERVICES - 03/2024	0.00	944.70	
014110	ERIC RCHARD CHAMBERLIN	05/15/2024	Regular	0.00	-400.00	66313
014110	ERIC RCHARD CHAMBERLIN	05/15/2024	Regular	0.00	400.00	66313
<a href="#">000081</a>	Invoice	05/15/2024	VENOMOUS SNAKE AWARENESS TRAINING	0.00	400.00	
014110	ERIC RCHARD CHAMBERLIN	05/15/2024	Regular	0.00	400.00	66347
<a href="#">000081</a>	Invoice	05/15/2024	VENOMOUS SNAKE AWARENESS TRAINING	0.00	400.00	
014109	EVA OTTOSSON	05/15/2024	Regular	0.00	-305.65	66314
014109	EVA OTTOSSON	05/15/2024	Regular	0.00	305.65	66314
<a href="#">EO050724</a>	Invoice	05/15/2024	W1/S1 LETTER COST RECONCILIATION REFUND	0.00	305.65	
014109	EVA OTTOSSON	05/15/2024	Regular	0.00	305.65	66348
<a href="#">EO050724</a>	Invoice	05/15/2024	W1/S1 LETTER COST RECONCILIATION REFUND	0.00	305.65	
000156	FORSHOCK	05/15/2024	Regular	0.00	-529.08	66323
000156	FORSHOCK	05/15/2024	Regular	0.00	529.08	66323
<a href="#">2400048</a>	Invoice	05/15/2024	MONTHLY SCADA MONITORING - 05/2024	0.00	38.00	
<a href="#">2400049</a>	Invoice	05/15/2024	MONTHLY SCADA MONITORING - 05/2024	0.00	205.00	
<a href="#">2400050</a>	Invoice	05/15/2024	ANNUAL SCADA SECURITY LICENSE	0.00	286.08	
000156	FORSHOCK	05/15/2024	Regular	0.00	529.08	66357
<a href="#">2400048</a>	Invoice	05/15/2024	MONTHLY SCADA MONITORING - 05/2024	0.00	38.00	
<a href="#">2400049</a>	Invoice	05/15/2024	MONTHLY SCADA MONITORING - 05/2024	0.00	205.00	
<a href="#">2400050</a>	Invoice	05/15/2024	ANNUAL SCADA SECURITY LICENSE	0.00	286.08	
013222	FRONTIER COMMUNICATIONS INC	05/15/2024	Regular	0.00	226.77	66316
<a href="#">FC0524</a>	Invoice	05/15/2024	HDMC WWTP - TELEPHONE - 05/2024	0.00	226.77	
013222	FRONTIER COMMUNICATIONS INC	05/15/2024	Regular	0.00	-226.77	66316
013222	FRONTIER COMMUNICATIONS INC	05/15/2024	Regular	0.00	226.77	66350
<a href="#">FC0524</a>	Invoice	05/15/2024	HDMC WWTP - TELEPHONE - 05/2024	0.00	226.77	

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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
000058 <a href="#">10778052</a>	GARDA CL WEST INC Invoice	05/01/2024	05/01/2024 COURIER FEES - 05/2024	Regular	0.00 0.00	569.22 569.22	66283
013802 <a href="#">958499</a>	HASA INC Invoice	05/15/2024	05/15/2024 WATER TREATMENT EXPENSE	Regular	0.00 0.00	940.03 940.03	66318
013802	HASA INC		05/15/2024	Regular	0.00	-940.03	66318
013802 <a href="#">958499</a>	HASA INC Invoice	05/15/2024	05/15/2024 WATER TREATMENT EXPENSE	Regular	0.00 0.00	940.03 940.03	66352
013199 <a href="#">2024-0805</a>	HI DESERT CULTURAL CENTER Invoice	05/23/2024	05/23/2024 MWA GRANT: WATER CONSERVATION ADS	Regular	0.00 0.00	3,500.00 3,500.00	66379
014050 <a href="#">56153</a>	HI DESERT STAR / THE DESERT TRAIL Invoice	05/15/2024	05/15/2024 MWA GRANT: WATER CONSERVATION ADS	Regular	0.00 0.00	260.00 260.00	66317
014050	HI DESERT STAR / THE DESERT TRAIL		05/15/2024	Regular	0.00	-260.00	66317
014050 <a href="#">56153</a>	HI DESERT STAR / THE DESERT TRAIL Invoice	05/15/2024	05/15/2024 MWA GRANT: WATER CONSERVATION ADS	Regular	0.00 0.00	260.00 260.00	66351
004195 <a href="#">HD0424</a>	HOME DEPOT CREDIT SERVICES Invoice	05/15/2024	05/15/2024 WELL 14 MIOX/TANK MAINT/SM TOOLS/BLDG MAINT	Manual	0.00 0.00	2,415.60 2,415.60	902490
013797	INFOSEND INC		05/15/2024	Regular	0.00	-3,573.63	66319
013797 <a href="#">261373</a>	INFOSEND INC Invoice	05/15/2024	05/15/2024 PRINT & MAIL WATER BILL - 04/2024	Regular	0.00 0.00	3,573.63 3,573.63	66319
013797 <a href="#">261373</a>	INFOSEND INC Invoice	05/15/2024	05/15/2024 PRINT & MAIL WATER BILL - 04/2024	Regular	0.00 0.00	3,573.63 3,573.63	66353
013989 <a href="#">1043</a>	IRIDIUM SOLUTIONS Invoice	05/01/2024	05/01/2024 CONSULTING SERVICES - 04/2024	Regular	0.00 0.00	5,500.00 5,500.00	66293
013369 <a href="#">5641</a>	ISHRED INCORPORATED Invoice	05/01/2024	05/01/2024 ARCHIVE RECORD SHREDDING - 04/2024	Regular	0.00 0.00	70.00 70.00	66284
014111 <a href="#">JTNP032524</a> <a href="#">JTNP032524-1</a>	JOSHUA TREE NATIONAL PARK ASSOCIATION Invoice Invoice	05/15/2024 05/15/2024	05/15/2024 PLANT SALES REVENUE PLANT SALES REVENUE	Regular	0.00 0.00 0.00	2,390.19 2,370.82 19.37	66373
009054 <a href="#">24-0430-1</a>	KATHLEEN J RADNICH Invoice	05/01/2024	05/01/2024 PUBLIC RELATIONS SERVICES - 04/2024	Regular	0.00 0.00	4,500.00 4,500.00	66285
006947	KCDZ FM		05/15/2024	Regular	0.00	-335.00	66324
006947 <a href="#">318-00023-0007</a>	KCDZ FM Invoice	05/15/2024	05/15/2024 MWA GRANT: WATER CONSERVATION ADS	Regular	0.00 0.00	335.00 335.00	66324
006947 <a href="#">318-00023-0007</a>	KCDZ FM Invoice	05/15/2024	05/15/2024 MWA GRANT: WATER CONSERVATION ADS	Regular	0.00 0.00	335.00 335.00	66358
014112 <a href="#">HL051524</a>	LIHWAP Invoice	05/22/2024	05/22/2024 LIHWAP SETTLEMENT REFUND	Regular	0.00 0.00	1,585.84 1,585.84	66375
000205 <a href="#">APR-JUN 24</a>	LORI G HERBEL Invoice	05/15/2024	05/15/2024 PUBLIC INFO/FARMER'S MARKET 04/06/24 - 06/29/24	Regular	0.00 0.00	455.00 455.00	66320
000205	LORI G HERBEL		05/15/2024	Regular	0.00	-455.00	66320
000205 <a href="#">APR-JUN 24</a>	LORI G HERBEL Invoice	05/15/2024	05/15/2024 PUBLIC INFO/FARMER'S MARKET 04/06/24 - 06/29/24	Regular	0.00 0.00	455.00 455.00	66354
006504 <a href="#">36624</a>	MC CALL'S METERS SALES & SERVICE Invoice	05/01/2024	05/01/2024 CERTIFIED FLOW TESTS	Regular	0.00 0.00	2,950.00 2,950.00	66287

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
006507	McMASTER CARR SUPPLY COMPANY	05/01/2024	Regular	0.00	318.93	66288
<a href="#">25486829</a>	Invoice	05/01/2024	WELL 14 INJECT UPGR & MIOX CL2 SUPPLIES	0.00	75.03	
<a href="#">25856126</a>	Invoice	05/01/2024	WELL 14 INJECT UPGR & MIOX CL2 SUPPLIES	0.00	243.90	
006507	McMASTER CARR SUPPLY COMPANY	05/15/2024	Regular	0.00	-87.44	66322
006507	McMASTER CARR SUPPLY COMPANY	05/15/2024	Regular	0.00	87.44	66322
<a href="#">25961239</a>	Invoice	05/15/2024	WELL 14 INJECT UPGR & MIOX CL2 SUPPLIES	0.00	87.44	
006507	McMASTER CARR SUPPLY COMPANY	05/15/2024	Regular	0.00	87.44	66356
<a href="#">25961239</a>	Invoice	05/15/2024	WELL 14 INJECT UPGR & MIOX CL2 SUPPLIES	0.00	87.44	
014042	MISSION SQUARE RETIREMENT	05/10/2024	Manual	0.00	4,792.00	902483
<a href="#">MSR051024</a>	Invoice	05/10/2024	EE & ER 457 REMITTANCE - 05/10/24	0.00	4,792.00	
014042	MISSION SQUARE RETIREMENT	05/24/2024	Manual	0.00	4,792.00	902491
<a href="#">MSR052424</a>	Invoice	05/24/2024	EE & ER 457 REMITTANCE - 05/24/24	0.00	4,792.00	
006800	MOJAVE WATER AGENCY	05/01/2024	Regular	0.00	840.45	66289
<a href="#">INV02860</a>	Invoice	05/01/2024	2024 AWAC CALENDARS	0.00	840.45	
013990	MOMS DESERT VALLEY CLEANING	05/01/2024	Regular	0.00	1,725.00	66286
<a href="#">202404</a>	Invoice	05/01/2024	JANITORIAL SERVICES - 04/2024	0.00	1,725.00	
013990	MOMS DESERT VALLEY CLEANING	05/15/2024	Regular	0.00	-1,500.00	66321
013990	MOMS DESERT VALLEY CLEANING	05/15/2024	Regular	0.00	1,500.00	66321
<a href="#">202405</a>	Invoice	05/15/2024	JANITORIAL SERVICES - 05/2024	0.00	1,500.00	
013990	MOMS DESERT VALLEY CLEANING	05/15/2024	Regular	0.00	1,500.00	66355
<a href="#">202405</a>	Invoice	05/15/2024	JANITORIAL SERVICES - 05/2024	0.00	1,500.00	
013344	MUNICIPAL DIVING SERVICES INC	05/15/2024	Regular	0.00	4,747.00	66325
<a href="#">2156</a>	Invoice	05/15/2024	TANK INSPECTION & CLEANING: I-1 & E-1	0.00	4,747.00	
013344	MUNICIPAL DIVING SERVICES INC	05/15/2024	Regular	0.00	-4,747.00	66325
013344	MUNICIPAL DIVING SERVICES INC	05/15/2024	Regular	0.00	4,747.00	66359
<a href="#">2156</a>	Invoice	05/15/2024	TANK INSPECTION & CLEANING: I-1 & E-1	0.00	4,747.00	
000233	NAPA AUTO PARTS	05/01/2024	Regular	0.00	638.29	66300
<a href="#">468138</a>	Invoice	05/01/2024	VEHICLE MAINTENANCE/TRACTOR MAINT	0.00	526.48	
<a href="#">468404</a>	Invoice	05/01/2024	VEHICLE MAINTENANCE: V44, V45 & V49	0.00	111.81	
000233	NAPA AUTO PARTS	05/15/2024	Regular	0.00	-306.87	66338
000233	NAPA AUTO PARTS	05/15/2024	Regular	0.00	306.87	66338
<a href="#">470934</a>	Invoice	05/15/2024	BUILDING MAINT/VEHICLE MAINT: V42, V46 & V47	0.00	85.43	
<a href="#">471390</a>	Invoice	05/15/2024	VEHICLE MAINTENANCE: V37, V38 & V39	0.00	221.44	
000233	NAPA AUTO PARTS	05/15/2024	Regular	0.00	306.87	66372
<a href="#">470934</a>	Invoice	05/15/2024	BUILDING MAINT/VEHICLE MAINT: V42, V46 & V47	0.00	85.43	
<a href="#">471390</a>	Invoice	05/15/2024	VEHICLE MAINTENANCE: V37, V38 & V39	0.00	221.44	
003930	NBS	05/22/2024	Regular	0.00	-7,350.54	66376
003930	NBS	05/22/2024	Regular	0.00	7,350.54	66376
<a href="#">202403-1431-REL..</a>	Invoice	05/22/2024	STANDBY ADMIN FEES 04/01/24 TO 06/30/24	0.00	5,366.60	
<a href="#">202403-1443-REL..</a>	Invoice	05/22/2024	CMM ADMIN FEES 04/01/24 - 06/30/24	0.00	1,983.94	
013352	NIELSEN FIRE AND ICE HEATING AND AIR	05/15/2024	Regular	0.00	-292.50	66329
013352	NIELSEN FIRE AND ICE HEATING AND AIR	05/15/2024	Regular	0.00	292.50	66329
<a href="#">I-13930-1</a>	Invoice	05/15/2024	A/C REPAIR - SHOP	0.00	292.50	
013352	NIELSEN FIRE AND ICE HEATING AND AIR	05/15/2024	Regular	0.00	292.50	66363
<a href="#">I-13930-1</a>	Invoice	05/15/2024	A/C REPAIR - SHOP	0.00	292.50	
013808	NOBEL SYSTEMS INC	05/15/2024	Regular	0.00	93,380.00	66326
<a href="#">15900</a>	Invoice	05/15/2024	GEOVIEWER ANNUAL SUBSCRIPTION- 7/1/24 - 6/30/25	0.00	93,380.00	
013808	NOBEL SYSTEMS INC	05/15/2024	Regular	0.00	-93,380.00	66326

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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
013808 <a href="#">15900</a>	NOBEL SYSTEMS INC Invoice	05/15/2024	05/15/2024 GEOVIEWER ANNUAL SUBSCRIPTION- 7/1/24 - 6/30/25	Regular	0.00 0.00	93,380.00 93,380.00	66360
000070 000070 <a href="#">1255751</a>	ONLINE INFORMATION SERVICES INC Invoice	05/15/2024	05/15/2024 ID VERIF. SERV. - 04/2024	Regular	0.00 0.00	-256.08 256.08	66327
000070 <a href="#">1255751</a>	ONLINE INFORMATION SERVICES INC Invoice	05/15/2024	05/15/2024 ID VERIF. SERV. - 04/2024	Regular	0.00	256.08	66361
013940 <a href="#">INV1882619-R</a>	PAYLOCITY Invoice	05/01/2024	05/01/2024 REIMBURSE DUPLICATE CREDIT	Regular	0.00	788.06	66290
008415 <a href="#">23637621</a> <a href="#">23637623</a>	PRUDENTIAL OVERALL SUPPLY Invoice Invoice	05/01/2024 05/01/2024	05/01/2024 SHOP EXPENSE SHOP EXPENSE	Regular	0.00 0.00	238.74 144.78 93.96	66292
008415 <a href="#">23643581</a> <a href="#">23643583</a>	PRUDENTIAL OVERALL SUPPLY Invoice Invoice	05/15/2024 05/15/2024	05/15/2024 SHOP EXPENSE SHOP EXPENSE	Regular	0.00 0.00	238.74 144.78 93.96	66328
008415 008415 <a href="#">23643581</a> <a href="#">23643583</a>	PRUDENTIAL OVERALL SUPPLY PRUDENTIAL OVERALL SUPPLY Invoice Invoice	05/15/2024 05/15/2024	05/15/2024 SHOP EXPENSE SHOP EXPENSE	Regular	0.00 0.00	-238.74 238.74 144.78 93.96	66328 66362
008201 <a href="#">PB051224</a>	PURCHASE POWER Invoice	05/15/2024	05/15/2024 POSTAGE REFILL FOR METER	Manual	0.00	1,517.25	902488
013361 <a href="#">NR14673</a>	QUINN COMPANY Invoice	05/15/2024	05/15/2024 GENERATOR REPAIR: GR2	Regular	0.00	11,880.49	66330
013361 013361 <a href="#">NR14673</a>	QUINN COMPANY QUINN COMPANY Invoice	05/15/2024 05/15/2024	05/15/2024 GENERATOR REPAIR: GR2	Regular	0.00 0.00	-11,880.49 11,880.49	66330 66364
009065 <a href="#">W3224345</a>	RDO EQUIPMENT COMPANY Invoice	05/22/2024	05/22/2024 TRACTOR REPAIR: E4544	Regular	0.00	852.60	66377
000091 <a href="#">SB042524</a>	SAN BERNARDINO COUNTY RECORDER Invoice	05/01/2024	05/01/2024 RELEASE OF LIENS	Regular	0.00	40.00	66295
000091 <a href="#">SB050224</a>	SAN BERNARDINO COUNTY RECORDER Invoice	05/15/2024	05/15/2024 RELEASE OF LIENS	Regular	0.00	60.00	66331
000091 000091 <a href="#">SB050224</a>	SAN BERNARDINO COUNTY RECORDER SAN BERNARDINO COUNTY RECORDER Invoice	05/15/2024 05/15/2024	05/15/2024 RELEASE OF LIENS	Regular	0.00 0.00	-60.00 60.00	66331 66365
013831 013831 <a href="#">246012</a>	SATMODO LLC SATMODO LLC Invoice	05/15/2024	05/15/2024 EMERGENCY SATELLITE PHONES - 05/2024	Regular	0.00	164.26	66333
013831 <a href="#">246012</a>	SATMODO LLC Invoice	05/15/2024	05/15/2024 EMERGENCY SATELLITE PHONES - 05/2024	Regular	0.00	164.26	66367
013820 <a href="#">2633941-IN</a>	SC FUELS Invoice	05/15/2024	05/15/2024 FUEL FOR VEHICLES	Manual	0.00	4,430.44	902484
009898 <a href="#">GAS0424</a>	SOCALGAS Invoice	05/01/2024	05/01/2024 HEAT FOR SHOP 03/15/24 - 04/15/24	Manual	0.00	23.80	902474
009880 <a href="#">SCE0424</a>	SOUTHERN CALIFORNIA EDISON CO Invoice	05/15/2024	05/15/2024 POWER TO BLDGS & GEN - 04/2024	Manual	0.00	1,625.71	902486

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009878 <a href="#">SCE0424</a>	SOUTHERN CALIFORNIA EDISON Invoice	05/01/2024	05/01/2024 POWER FOR PUMPING - 4/2024	Manual	0.00 0.00	41,699.25 41,699.25	902476
VEN01020 <a href="#">24-4018SC</a>	SOUTHWEST NETWORKS INC Invoice	05/01/2024	05/01/2024 OFFICE 365 MONTHLY MAINT - 05/2024	Regular	0.00 0.00	1,033.00 1,033.00	66296
VEN01020 <a href="#">24-4078</a> <a href="#">24-5023SC</a>	SOUTHWEST NETWORKS INC Invoice Invoice	05/15/2024 05/15/2024	05/15/2024 SUPPLEMENTAL IT (AMC) - 4/2024 OFFICE 365 MONTHLY MAINT - 06/2024	Regular	0.00 0.00 0.00	1,400.50 367.50 1,033.00	66334
VEN01020 VEN01020 <a href="#">24-4078</a> <a href="#">24-5023SC</a>	SOUTHWEST NETWORKS INC SOUTHWEST NETWORKS INC Invoice Invoice	05/15/2024 05/15/2024	05/15/2024 05/15/2024 SUPPLEMENTAL IT (AMC) - 4/2024 OFFICE 365 MONTHLY MAINT - 06/2024	Regular	0.00 0.00 0.00	-1,400.50 1,400.50 367.50 1,033.00	66334 66368
014103 <a href="#">SD051624</a>	STACY DOOLITTLE Invoice	05/22/2024	05/22/2024 MILEAGE REIMBURSEMENT	Regular	0.00 0.00	117.92 117.92	66378
010635 <a href="#">1106849</a>	TOPS N BARRICADES Invoice	05/15/2024	05/15/2024 SIGNS & CONES FOR TRAFFIC SAFETY	Regular	0.00 0.00	3,946.97 3,946.97	66335
010635 010635 <a href="#">1106849</a>	TOPS N BARRICADES TOPS N BARRICADES Invoice	05/15/2024	05/15/2024 05/15/2024 SIGNS & CONES FOR TRAFFIC SAFETY	Regular	0.00 0.00 0.00	-3,946.97 3,946.97 3,946.97	66335 66369
010850 010850 <a href="#">420240349</a>	UNDERGROUND SERVICE ALERT UNDERGROUND SERVICE ALERT Invoice	05/15/2024	05/15/2024 05/15/2024 TICKET DELIVERY SERVICE - 04/2024	Regular	0.00 0.00 0.00	-74.75 74.75 74.75	66336
010850 <a href="#">420240349</a>	UNDERGROUND SERVICE ALERT Invoice	05/15/2024	05/15/2024 TICKET DELIVERY SERVICE - 04/2024	Regular	0.00 0.00	74.75 74.75	66370
CC-DAN <a href="#">US0424</a>	US BANK CORPORATE Invoice	05/01/2024	05/01/2024 SM TOOLS/VEHICLE MAINT/TILFORD PH2	Manual	0.00 0.00	1,909.06 1,909.06	902478
CC-DAVID <a href="#">US0424</a>	US BANK CORPORATE Invoice	05/01/2024	05/01/2024 REPLACE DEMO GARDEN SIGNS/ADOBE SOFTWARE	Manual	0.00 0.00	1,986.82 1,986.82	902480
CC-SARAH <a href="#">US0424</a>	US BANK CORPORATE Invoice	05/01/2024	05/01/2024 EE TRAINING/LEGISLATIVE ADVOCACY/SOFTWARE	Manual	0.00 0.00	1,085.24 1,085.24	902479
011101 <a href="#">119870</a> <a href="#">119890</a>	VAGABOND WELDING SUPPLY Invoice Invoice	05/01/2024 05/01/2024	05/01/2024 D1-1 BOOSTER STN UPGRADE SUPPLIES SHOP EXPENSE	Regular	0.00 0.00 0.00	136.24 107.23 29.01	66297
014056 <a href="#">24AR1720423</a>	VISUAL EDGE IT INC Invoice	05/01/2024	05/01/2024 OFFICE EXPENSE 3/30/24 - 4/29/24	Regular	0.00 0.00	211.69 211.69	66299
000327 000327 <a href="#">9551</a>	WATER QUALITY SPECIALISTS WATER QUALITY SPECIALISTS Invoice	05/15/2024	05/15/2024 05/15/2024 HDMC WWTP: OPERATION & MAINT - 04/2024	Regular	0.00 0.00 0.00	-3,821.00 3,821.00 3,821.00	66337
000327 <a href="#">9551</a>	WATER QUALITY SPECIALISTS Invoice	05/15/2024	05/15/2024 HDMC WWTP: OPERATION & MAINT - 04/2024	Regular	0.00 0.00	3,821.00 3,821.00	66371
011615 <a href="#">59447343</a>	WESTERN EXTERMINATOR Invoice	05/01/2024	05/01/2024 PEST CONTROL SERVICES - SHOP	Regular	0.00 0.00	70.50 70.50	66294

Check Report

Date Range: 05/01/2024 - 05/31/2024

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 LLC	05/15/2024	Manual	0.00	397.60	902485
<a href="#">5735110</a>	Invoice	05/15/2024	OFFICE EXPENSE 4/30/24 - 05/29/24	0.00	397.60	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	142	104	0.00	493,568.50
Manual Checks	19	19	0.00	103,789.52
Voided Checks	0	36	0.00	-200,086.59
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>161</b>	<b>159</b>	<b>0.00</b>	<b>397,271.43</b>

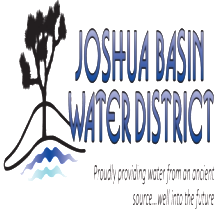


### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	142	104	0.00	493,568.50
Manual Checks	19	19	0.00	103,789.52
Voided Checks	0	36	0.00	-200,086.59
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>161</b>	<b>159</b>	<b>0.00</b>	<b>397,271.43</b>

### Fund Summary

Fund	Name	Period	Amount
01	GENERAL FUND	5/2024	397,271.43
			<b>397,271.43</b>



Joshua Basin Water District

# Check Report

By Vendor DBA Name

Date Range: 05/01/2024 - 05/31/2024

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	
<b>Bank Code: PR-Payroll Account</b>						
000248	PAYCHEX	05/01/2024	Manual	0.00	128.28	950099
<a href="#">331607023</a>	Invoice	05/01/2024	MEDICAL FSA USE	0.00	91.21	
<a href="#">331616564</a>	Invoice	05/01/2024	MEDICAL FSA USE	0.00	37.07	
000248	PAYCHEX	05/10/2024	Manual	0.00	588.11	950100
<a href="#">2024050801</a>	Invoice	05/10/2024	PAYROLL PROCESSING FEE - 05/10/24	0.00	588.11	
000248	PAYCHEX	05/10/2024	Manual	0.00	75.00	950101
<a href="#">28918578</a>	Invoice	05/10/2024	FSA PROCESSING FEE - 5/2024	0.00	75.00	
000248	PAYCHEX	05/15/2024	Manual	0.00	29.01	950102
<a href="#">1351150428</a>	Invoice	05/15/2024	MEDICAL FSA USE	0.00	29.01	
000248	PAYCHEX	05/22/2024	Manual	0.00	75.44	950103
<a href="#">1353460301</a>	Invoice	05/22/2024	MEDICAL FSA USE	0.00	48.45	
<a href="#">1353460898</a>	Invoice	05/22/2024	MEDICAL FSA USE	0.00	26.99	
000248	PAYCHEX	05/22/2024	Manual	0.00	4.60	950104
<a href="#">1353113548</a>	Invoice	05/22/2024	MEDICAL FSA USE	0.00	4.60	
000248	PAYCHEX	05/24/2024	Manual	0.00	598.11	950105
<a href="#">2024052201</a>	Invoice	05/24/2024	PAYROLL PROCESSING FEE - 05/24/24	0.00	598.11	
000248	PAYCHEX	05/30/2024	Manual	0.00	15.00	950106
<a href="#">340392310</a>	Invoice	05/30/2024	MEDICAL FSA USE	0.00	15.00	
000248	PAYCHEX	05/30/2024	Manual	0.00	30.00	950107
<a href="#">1355232716</a>	Invoice	05/30/2024	MEDICAL FSA USE	0.00	30.00	

**Bank Code PR Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	11	9	0.00	1,543.55
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>11</b>	<b>9</b>	<b>0.00</b>	<b>1,543.55</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	11	9	0.00	1,543.55
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>11</b>	<b>9</b>	<b>0.00</b>	<b>1,543.55</b>

### Fund Summary

Fund	Name	Period	Amount
01	GENERAL FUND	5/2024	1,543.55
			<b>1,543.55</b>

**JOSHUA BASIN WATER DISTRICT  
UTILITY REFUND REGISTER**

<u>Account Number</u>	<u>Name</u>	<u>Date</u>	<u>Type</u>	<u>Amount</u>	
06-00050-003	THOMAS, MONICA J	5/15/2024	Refund	102.48	Check #: 66301
11-00331-014	FRYER, SANDRA	5/15/2024	Refund	1.01	Check #: 66302
50-00003-012	WRIGHT, ALBERT	5/15/2024	Refund	94.94	Check #: 66303
61-00345-000	MARTINEZ, JOHNATHAN M	5/15/2024	Refund	34.70	Check #: 66304
				<u>233.13</u>	

JOSHUA BASIN WATER  
 DISTRICT  
 PO BOX 675  
 Joshua Tree, CA 922520675

Pay Adjustments Report  
 04/20/2024 - 05/17/2024

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
513	Doolittle, Stacy	05/01/2024	SPECIAL JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		05/06/2024	ACWA SPRING CONFERENCE - PAID Note: ACWA Spring Conference May 6 - May 9 100/504//10050	1.0000	\$173.63	
		05/07/2024	ACWA SPRING CONFERENCE - PAID 100/504//10050	1.0000	\$173.63	
		05/08/2024	ACWA SPRING CONFERENCE - PAID 100/504//10050	1.0000	\$173.63	
		05/08/2024	WATER RESOURCES & OPS COMMITTEE - PAID Note: Doolittle attended the ACWA Spring Conference the same day as the WRO Committee. Second meeting - no compensation. 100/504//10050	0.0000		
		05/09/2024	ACWA SPRING CONFERENCE - PAID 100/504//10050	1.0000	\$173.63	
		05/15/2024	SPECIAL JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
Totals:					\$1,041.78	\$0.00
Employee Total:					\$1,041.78	

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
516	Fick, David	04/25/2024	MWA MEETING - PAID 100/504//10050	1.0000	\$173.63	
		05/01/2024	SPECIAL JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		05/08/2024	FINANCE COMMITTEE MEETING - PAID 100/504//10050	1.0000	\$173.63	
		05/15/2024	SPECIAL JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
Totals:					\$694.52	\$0.00
Employee Total:					\$694.52	

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
511	Floen, Thomas	05/01/2024	SPECIAL JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		05/08/2024	FINANCE COMMITTEE MEETING - PAID 100/504//10050	1.0000	\$173.63	
		05/15/2024	SPECIAL JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
Totals:					\$520.89	\$0.00
Employee Total:					\$520.89	

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
512	Jarlsberg, Jane	05/01/2024	SPECIAL JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		05/08/2024	WATER RESOURCES & OPS COMMITTEE - PAID 100/504//10050	1.0000	\$173.63	
		05/15/2024	SPECIAL JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
Totals:					\$520.89	\$0.00
Employee Total:					\$520.89	

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
515	Short, Tyler	05/01/2024	SPECIAL JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		05/06/2024	ACWA SPRING CONFERENCE - PAID Note: ACWA Spring Conference - Short flew out on May 6 and returned on May 10 100/504//10050	1.0000	\$173.63	
		05/07/2024	ACWA SPRING CONFERENCE - PAID 100/504//10050	1.0000	\$173.63	
		05/08/2024	ACWA SPRING CONFERENCE - PAID 100/504//10050	1.0000	\$173.63	
		05/09/2024	ACWA SPRING CONFERENCE - PAID 100/504//10050	1.0000	\$173.63	
		05/10/2024	ACWA SPRING CONFERENCE - PAID 100/504//10050	1.0000	\$173.63	
		05/15/2024	SPECIAL JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
Totals:					\$1,215.41	\$0.00
Employee Total:					\$1,215.41	

### Pay Adjustment Summary

<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>	
SPECIAL JBWD BOARD MEETING - PAID	10.0000	\$1,736.30		Grand Totals: \$3,993.49 \$0.00
ACWA SPRING CONFERENCE - PAID	9.0000	\$1,562.67		Grand Total: \$3,993.49
WATER RESOURCES & OPS COMMITTEE - PAID	1.0000	\$173.63		
MWA MEETING - PAID	1.0000	\$173.63		
FINANCE COMMITTEE MEETING - PAID	2.0000	\$347.26		



## Board of Directors Staff Report

MEETING DATE: 07/17/2024  
PRESENTED BY: Anne Roman, Director of Finance  
TOPIC: **APPROPRIATION LIMIT FOR FISCAL YEAR 2024/25**  
RECOMMENDATION: Adopt resolution 24-1065

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### ANALYSIS:

The appropriation limit calculation for fiscal year 2024/25 is attached. This is a routine matter, requiring annual calculation, posting and approval by the governing body. The posting of the calculation is required, by law, to be at least 15 days prior to adoption by the Board and occurred on June 13, 2024. The appropriation limit is also reviewed annually during the audit.

The appropriation limit (a.k.a. the Gann Limit) was enacted in 1980. The purpose of the Limit is to place an annual limit or restriction on the growth of *tax-funded* programs and services. The Limit provides for an annual increase no greater than the increase in the cost of living, plus the increase in population. The proceeds of taxes *in excess of* appropriations must be designated for purposes exempt from limitation or returned to taxpayers. Proceeds of *taxes* have been interpreted to include:

- general tax revenues
- proceeds from investment of tax revenue
- revenue from user fees/charges that exceed the cost of providing the service
- *unrestricted* state/federal grant revenue

Factors of the 2024/25 calculation that is set forth by the CA Department of Finance are below:

- The cost of living (based on per capita personal income according to the California Department of Finance) increased by 3.62% in 24/25.
- The population for *unincorporated* portions of San Bernardino County, which applies to JBWD, increased by .02% in 24/25.
- The calculation using these two figures results in an increase to the \$2,258,915 2023/24 appropriation limit of \$82,241 or 3.641%, making the 2024/25 limit \$2,341,156.
- The District anticipates approximately \$850,000 in general tax revenues (the portion of the 1% property tax we receive) plus an estimated \$192,000 in interest revenue, which is also subject to the Limit. All other revenues, such as user rates and fees (because they do not exceed the cost of service) are not subject to the Limit. The total of these subject revenues, \$1,042,000, is below the 2024/25 appropriation limit of \$2,341,156.

Please adopt resolution 24-1065. Thank you!

**STRATEGIC PLAN ITEM:** 2.7.1 Maintain Finance Compliance

**FISCAL IMPACT:** None Anticipated.



RESOLUTION 24-1065  
A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE JOSHUA BASIN WATER DISTRICT  
ESTABLISHING THE APPROPRIATION LIMIT  
OF THE DISTRICT FOR THE FISCAL YEAR 2024/2025

BE IT RESOLVED by the Board of Directors of the Joshua Basin Water District as follows:

1. That in accordance with Article XIII B of the California Constitution and Section 7910 of the Government Code of this State, the appropriation limit for this District is established at \$2,341,156.
2. The Board of Directors selects the per capita personal income as the cost-of-living factor to compute the appropriation limit.
3. That documentation used in the determination of such appropriation limit has been available to the public at least fifteen days prior to this meeting of the Board of Directors.
4. This resolution is effective July 17, 2024.

ADOPTED this 17<sup>th</sup> day of July, 2024.

Ayes:

Noes:

Absent:

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Thomas Floen, President, Board of Directors

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Sarah Johnson, Board Secretary



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[www.jbwd.com](http://www.jbwd.com)

**2024/2025 APPROPRIATION LIMIT CALCULATION**

PER CAPITA INCOME FACTOR CHANGE: 3.62%  
 POPULATION FACTOR CHANGE: 0.02%  
 (unincorporated San Bernardino County)

Per Capita Conversion to Ratio: 3.62 + 100 / 100 = 1.0362  
 Population Conversion to Ratio: 0.02 + 100 / 100 = 1.0002

CHANGE FACTOR CALCULATION: 1.0362 x 1.0002 = 1.0364 3.641 %

2023/2024 APPROPRIATION LIMIT	\$	2,258,915
2024/2025 CHANGE FACTOR	x	<u>3.641%</u>
2024/2025 CHANGE LIMIT	\$	<b>82,241</b>

2023/2024 APPROPRIATION LIMIT	\$	2,258,915
2024/2025 CHANGE LIMIT	+	<u>82,241</u>
<b>2024/2025 APPROPRIATION LIMIT</b>	\$	<b><u>2,341,156</u></b>

Posted 13-Jun-24  
 AMR approved



## Board of Directors Staff Report

MEETING DATE: 07/17/2024  
PRESENTED BY: Anne Roman, Director of Finance  
TOPIC: **TILFORD PHASE 2 CIRP PROJECT WATER CAPACITY CHARGES TRANSFER**  
RECOMMENDATION: Receive report, ask questions, and approve funds transfer.

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### ANALYSIS:

Capacity charges (aka Capacity "fees") are one-time development charges used to fund the capital improvements necessary for expanding the water system due to the addition of new meters/connections. Capacity charges are **legally restricted\* (in our LAIF - Water Capacity Charges Reserve)** and may only be used to fund projects associated with growth, such as expansion or upgrades.

For the Tilford Phase 2 CIRP (Capital Improvement/ Replacement Program) project, which is now complete, 38% of the project cost is attributed to expansion of the system. This includes work related to vacant, undeveloped land, or upsizing of pipe. Therefore, this portion of the project costs can be legally covered by capacity charges, allowing the District to reimburse itself for those costs paid from other accounts.

Out of the total \$726,067.16 cost of the Tilford Phase 2 CIRP project, \$275,905.52 (38%) is eligible for reimbursement from the LAIF - Water Capacity Reserve fund. Typically, these funds would be transferred into the LAIF - Cash Flow Reserve, which initially covered those costs. However, the Board has discretion to transfer this \$275,905.52 into any existing reserve fund.

As mentioned in recent budget discussions, projections indicate the combined total of the LAIF - Operating Reserve and LAIF - Cash Flow Reserve may fall short by about \$156,000 from the required six months of operating expense stipulated by the Reserve Policy. **Thus, Staff recommends that the Board consider transferring the full balance of \$275,905.52 into the LAIF – Cash Flow Reserve.**

After transferring \$275,905.52, the LAIF - Water Capacity Reserve fund will have an approximate balance of \$1,273,927.57 (as of 06/17/24, unreconciled/unaudited), which will remain available for future eligible growth-related projects. This balance will continue to grow as Capacity charges are collected with each new future connection

*\*Historically, the District has always treated Capacity charges as legally restricted to fund future projects associated with growth, such as expansion or upgrades. However, more recent discussion with legal and other experts indicates that it would not be inappropriate for the District to reimburse itself sooner with Capacity charges collected for the cost of already existing infrastructure. Yet, in our*

*recent Rate & Fee Study, Capacity charges were treated as a funding source for expansion or growth projects.*

**STRATEGIC PLAN ITEM:** 2.7.1 Maintain Finance Compliance

**FISCAL IMPACT:** Unrestrict and transfer Water Capacity Charges as shown below:

From: LAIF-Water Capacity Charges Reserve (\$275,905.52)  
To: LAIF – Cash Flow Fund \$275,905.52

### JOB COST RECONCILIATION

JOB NUMBER:     A22211     FIXED ASSET #:                       
JOB NAME:                     TILFORD PH2 INSTALL                      
DATE OPENED:     09/12/22     DATE CLOSED:     04/15/24    

<b>EXPENSES:</b>	<b>ACTUAL</b>
OTHER SERVICE: ALL VENDORS \$	<u>    50,375.34    </u>
INVENTORY: \$	<u>   353,651.59    </u>
LABOR: \$	<u>   142,056.61    </u>
VEH/EQUIPMENT USE: \$	<u>    89,876.51    </u>
<b>TOTAL EXPENSE: \$</b>	<u>   635,960.05    </u>
<b>BUDGET: \$</b>	<u>   569,753.00    </u> revised
<b>OVER/UNDER BUDGET: \$</b>	<u>    66,207.05    </u>

<b>OVERHEAD:</b>	
LABOR \$ <u>   142,056.61    </u> @ <u>          50.00%    </u>	\$ <u>   71,028.31    </u>
GENERAL \$ <u>   635,960.05    </u> @ <u>          3.00%    </u>	\$ <u>   19,078.80    </u>
<b>TOTAL OH: \$</b>	<u>    90,107.11    </u>

**TOTAL JOB: \$**    726,067.16



## Board of Directors Staff Report

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

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### 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. This presentation was initially anticipated to be provided three times per year. However, the data and information are more substantial with presenting twice per year. Therefore, we anticipate bringing this presentation to the board twice a year, once in the winter and once in the summer.

This presentation (covering the first half of 2024) aims to illuminate the key activities our customer support team handles on a regular basis and how we've evolved some processes to be more convenient and accessible.

For a sneak peek, did you know overwhelmingly, phone conversations make up 74.9% of our interactions with customers! Email interactions are 21.9%, and in-person visits are the remaining 5.7%.

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.

**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:** N/A