

**President**  
Tom Floen

**VP**  
Stacy Doolittle

**Directors**  
Jane Jarlsberg  
Tomas Short  
David Fick

**General  
Manager**  
Sarah Johnson

**Legal Counsel**  
Jeff Hoskinson



## REGULAR MEETING AGENDA OF THE BOARD OF DIRECTORS

**Wednesday, October 16, 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 Calendar for separate action.

**A. DRAFT MINUTES - 10.02.24**

**B. CHECK REGISTER - AUGUST 2024**

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

**7. DISCUSSION/ACTION CALENDAR**

**A. CAPACITY CHARGE REPORTS FOR FISCAL YEAR ENDING 06/30/2024**

PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE

RECOMMENDED ACTION: FOR INFORMATIONAL PURPOSES ONLY

**B. LAIF INVESTMENT PERFORMANCE FISCAL YEAR ENDING 06/30/2024**

PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE

RECOMMENDED ACTION: FOR INFORMATIONAL PURPOSES ONLY

**C. REVISION OF INVESTMENT POLICY TO AUTHORIZE JOINT POWERS AUTHORITY LOCAL GOVERNMENT INVESTMENT POOLS, RESOLUTION 24-1066**

PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE

RECOMMENDED ACTION: REVIEW AND ADOPT UPDATED INVESTMENT POLICY VIA RESOLUTION 24-1066

**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. CLOSED SESSION -**

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE-Govt. Code § 54957

**10. ADJOURNMENT**

CALENDAR REMINDER - FUTURE DIRECTOR MEETINGS	DATE	TIME	ATTENDEE(S)
ASBCSD DINNER	10.21.24	5:30 PM	FICK
MWA – BOARD MEETING	10.24.24	9:30 AM	FLOEN
JBWD – SPECIAL BOARD MEETING	10.30.24	10:00 AM	ALL
JBWD – BOARD MEETING	11.06.24	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 OCTOBER 2, 2024, 5:30 PM

### 1. CALL TO ORDER

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

### 2. DETERMINATION OF A QUORUM & ATTENDANCE

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

**Board Members Absent:** Director Short

**Staff Present:** General Manager Johnson, Director of Finance Roman, Director of Administration Shook, Executive Assistant Thompson

**Consultant(s) Present:** Public Outreach Consultant, Kathleen Radnich, Legal Counsel, Jeff Hoskinson

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

### 3. APPROVAL OF THE AGENDA

Director Jarlsberg made a motion to approve the agenda and seconded by Vice President Doolittle, approved by the following vote:

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

### 4. PUBLIC COMMENT

Speaker: Melvin Smith, Joshua Tree Resident

Summary: Melvin Smith expressed concerns about his recent \$1500 water bill and noted that he had received unusually high bills recently. Mr. Smith expressed that he does not believe he has a leak. He also raised concerns about the fairness of the tiered billing system.

Follow-up: General Manager Johnson stated that staff will follow up with Mr. Smith to review his concerns.

### 5. CONSENT CALENDAR

#### A. DRAFT MINUTES – 09.18.24

Vice President Doolittle made a motion to approve the 09.18.24 draft minutes, seconded by Director Jarlsberg, approved by the following vote:

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

Absent: Short

**6. ITEMS PULLED FROM CONSENT CALENDAR FOR DISCUSSION -\_None**

**7. DISCUSSION/ACTION CALENDAR**

**A. RECOGNIZE AND THANK SHARI LONG AND KAREN MORTON FOR THEIR YEARS OF SERVICE ON THE CITIZENS ADVISORY COUNCIL**

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON

RECOMMENDED ACTION: PRESENT SHARI LONG AND KAREN MORTON WITH CERTIFICATES OF APPRECIATION

President Floen informed the board that, after the agenda was posted, Citizens Advisory Council (CAC) member Aret Zelli submitted a resignation from the CAC, and Zelli was added to item 7A. The Board of Directors expressed their gratitude to Shari Long, Karen Morton, and Aret Zelli for their years of dedicated service on the CAC. President Floen and Vice President Doolittle presented each with a Certificate of Appreciation.

**B. OVERVIEW OF GROUNDWATER IN THE JOSHUA BASIN WATER DISTRICT SERVICE AREA**

President Floen announced that Agenda Item 7B has been removed from the agenda because the USGS Consultants could not attend tonight's board meeting.

**8. REPORTS AND COMMENTS**

President Floen

- None

Vice President Doolittle

- Doolittle requested staff to review the CAAP policy for improved customer support.

Director Jarlsberg

- Jarlsberg shared positive feedback on participating in the Z1077 candidate forum and expressed optimism about the upcoming elections. She also attended last week's CSDA webinar on the Board's Role in Finance.

Director Short

- Absent

Director Fick

- Fick expressed sympathy for resident Melvin Smith's high water bills and shared a similar personal experience with high water usage.

### General Manager Report

Johnson reported on the following:

- Johnson reported the successful US Water Alliance (USWA) visit, highlighting the USWA's positive feedback on the district's facilities and maintenance efforts, which they stated were impressive. Despite being a smaller District, USWA noted that the district's public outreach exceeds that of larger agencies. A graph developed by Director of Finance Roman and Director of Administration Shook from the Farmers Market event revealed the community's top concerns in order of importance: sustaining the aquifer, water quality, environmental protection, monthly costs, and sewer connection being last. The US Water Alliance secured a contract with Jacobs Engineering to assist the District with developing a Chromium 6 Alternatives Analysis. Johnson also reported she is collaborating with Copper Mountain College in their efforts to create water-centric courses. Finally, she reported that the USGS presentation is tentatively rescheduled for November 6, 2024, board meeting.

### Staff Reports:

Director of Finance Anne Roman reported the following:

Roman provided an update on her preliminary 6/30/24 financial report, noting net revenues exceeded Rate Study projections. Further comparisons are being conducted to ensure the Rate Study's relevance. Roman emphasized the higher revenues are likely an anomaly, not an intentional surplus, and net income is expected to decrease with final audited financials next month.

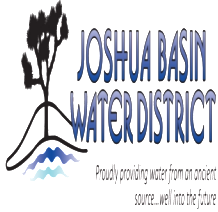
## **9. ADJOURNMENT**

On motion by Director Jarlsberg, seconded by Director Fick and approved by the Board, the meeting was adjourned at 6:15 p.m.

Respectfully submitted,

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Sarah Johnson, General Manager & Board Secretary



Joshua Basin Water District

# Check Report

By Vendor DBA Name

Date Range: 08/01/2024 - 08/31/2024

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>						
000504	ACTION PUMPING INC	08/21/2024	Regular	0.00	2,485.00	66592
<a href="#">34164</a>	Invoice	08/21/2024	HDMC WW: PUMPING	0.00	2,485.00	
000501	ACWA JPIA	08/07/2024	Regular	0.00	40,334.43	66561
<a href="#">0703506</a>	Invoice	08/07/2024	EE HEALTH BENEFIT & EAP - 09/2024	0.00	40,334.43	
000501	ACWA JPIA	08/21/2024	Regular	0.00	51,001.16	66593
<a href="#">391</a>	Invoice	08/21/2024	PROPERTY INSURANCE 7/2024 - 6/2025	0.00	51,001.16	
013998	AMAZON CAPITAL SERVICES INC	08/07/2024	Regular	0.00	915.04	66562
<a href="#">1JXN-WVTP-9MJ9</a>	Credit Memo	08/07/2024	CREDIT: SHOP EXPENSE	0.00	-58.43	
<a href="#">1TG1-NJD6-DRD4</a>	Invoice	08/07/2024	OFFICE SUPPLIES & OFFICE BUILDING MAINT SUPPLIES	0.00	973.47	
013983	ANDREW SANCHEZ	08/21/2024	Regular	0.00	24.43	66594
<a href="#">AS080724</a>	Invoice	08/21/2024	TRISTATE SEMINAR REIMB: MEALS	0.00	24.43	
013019	ARBORIST SERVICES	08/21/2024	Regular	0.00	950.00	66610
<a href="#">9190</a>	Invoice	08/21/2024	DEMO GARDEN/BUILD MAINT 07/18/24 - 08/15/24	0.00	950.00	
014104	ARDURRA GROUP INC	08/21/2024	Regular	0.00	3,370.50	66595
<a href="#">17903</a>	Invoice	08/21/2024	ENGINEERING SVS: E2-1 TANK 7/1/24 - 7/31/24	0.00	3,370.50	
000950	ASSOCIATION OF THE SB CO SPEC DISTRICTS	08/21/2024	Regular	0.00	35.00	66596
<a href="#">0308</a>	Invoice	08/21/2024	MONTHLY DINNER 07/15/24: FICK	0.00	35.00	
001630	ATT MOBILITY	08/07/2024	Manual	0.00	2,520.59	902535
<a href="#">829480028X080...</a>	Invoice	08/07/2024	COMMUNICATIONS - 07/2024	0.00	2,520.59	
014070	AUDRIANA SHEEHAN	08/21/2024	Regular	0.00	139.36	66597
<a href="#">AS081524</a>	Invoice	08/21/2024	MILEAGE REIMBURSEMENT	0.00	139.36	
000214	BABCOCK LABORATORIES INC	08/07/2024	Regular	0.00	646.57	66563
<a href="#">CG41981-2287</a>	Invoice	08/07/2024	HDMC WWTP - SAMPLING	0.00	646.57	
000214	BABCOCK LABORATORIES INC	08/21/2024	Regular	0.00	1,330.46	66598
<a href="#">CH40214-2287</a>	Invoice	08/21/2024	SAMPLING	0.00	76.40	
<a href="#">CH40356-2287</a>	Invoice	08/21/2024	SAMPLING	0.00	133.70	
<a href="#">CH40432-2287</a>	Invoice	08/21/2024	SAMPLING	0.00	38.20	
<a href="#">CH40489-2287</a>	Invoice	08/21/2024	SAMPLING	0.00	38.20	
<a href="#">CH40739-2287</a>	Invoice	08/21/2024	SAMPLING	0.00	114.60	
<a href="#">CH40774-2287</a>	Invoice	08/21/2024	HDMC WWTP - SAMPLING	0.00	268.77	
<a href="#">CH40776-2287</a>	Invoice	08/21/2024	HDMC WWTP - SAMPLING	0.00	386.44	
<a href="#">CH40883-2287</a>	Invoice	08/21/2024	SAMPLING	0.00	19.10	
<a href="#">CH40904-2287</a>	Invoice	08/21/2024	SAMPLING	0.00	255.05	
VEN01022	BARRETT ENGINEERED PUMPS	08/21/2024	Regular	0.00	12,462.37	66599
<a href="#">133912</a>	Invoice	08/21/2024	EMERGENCY PUMP: K-1 BOOSTER STATION	0.00	6,759.16	
<a href="#">133913</a>	Invoice	08/21/2024	EMERGENCY PUMP: H BOOSTER STATION	0.00	5,703.21	
004110	BURRTEC WASTE AND RECYCLING SVCS	08/07/2024	Manual	0.00	1,602.35	902537
<a href="#">BW0724</a>	Invoice	08/07/2024	TRASH & RECYCLING (OFFICE) - 07/2024	0.00	185.44	
<a href="#">BW073124</a>	Invoice	08/07/2024	TRASH REMOVAL (SHOP) - 07/2024	0.00	1,416.91	
004110	BURRTEC WASTE AND RECYCLING SVCS	08/21/2024	Manual	0.00	185.44	902542
<a href="#">BW0824</a>	Invoice	08/21/2024	TRASH & RECYCLING (OFFICE) - 08/2024	0.00	185.44	

Check Report

Date Range: 08/01/2024 - 08/31/2024

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
001517 <a href="#">PPE 7-26-24</a>	CalPERS Invoice	08/02/2024	08/02/2024 PAY PERIOD ENDING 7/26/24	Manual	0.00 0.00	17,342.00 17,342.00	902534
001517 <a href="#">PPE 8-9-24</a>	CalPERS Invoice	08/23/2024	08/23/2024 PAY PERIOD ENDING 8/9/24	Manual	0.00 0.00	17,255.47 17,255.47	902544
001517 <a href="#">PPE 8-23-24</a>	CalPERS Invoice	08/30/2024	08/30/2024 PAY PERIOD ENDING 8/23/24	Manual	0.00 0.00	16,801.67 16,801.67	902546
013822 <a href="#">CP080824</a>	CARL PALMER Invoice	08/21/2024	08/21/2024 TRISTATE SEMINAR REIMB: MEALS & MILEAGE	Regular	0.00 0.00	182.83 182.83	66600
001555 <a href="#">240802252101</a>	CENTRATEL LLC Invoice	08/07/2024	08/07/2024 DISPATCH SERVICES - 07/2024	Regular	0.00 0.00	1,009.21 1,009.21	66564
000510 <a href="#">116905701080124</a>	CHARTER COMMUNICATIONS Invoice	08/21/2024	08/21/2024 INTERNET SERVICES - 08/2024	Regular	0.00 0.00	550.00 550.00	66601
013868 <a href="#">CNB080124</a>	CITY NATIONAL BANK Invoice	08/21/2024	08/21/2024 PIPELINE REPLACEMENT LOAN - CIRP	Regular	0.00 0.00	267,890.90 267,890.90	66602
014052 <a href="#">JCBC073124</a>	CJ BROWN AND COMPANY CPAS - AN ACCOUN Invoice	08/21/2024	08/21/2024 FINANCIAL AUDIT 23/24 - 07/2024	Regular	0.00 0.00	695.00 695.00	66603
000237 <a href="#">39905610705823</a>	COLONIAL LIFE AND ACCIDENT INSURANCE CO I Invoice	08/07/2024	08/07/2024 EE LIFE INSURANCE - 07/2024	Manual	0.00 0.00	766.30 766.30	902538
013373 <a href="#">V237606</a>	CORE AND MAIN LP Invoice	08/07/2024	08/07/2024 BELMONT PH2 PIPE INSTALL SUPPLIES	Regular	0.00 0.00	22.78 22.78	66565
013373 <a href="#">U792091</a> <a href="#">V163850</a>	CORE AND MAIN LP Invoice Invoice	08/21/2024 08/21/2024	08/21/2024 MAINLINE/LEAK REPAIR SUPPLIES INVENTORY	Regular	0.00 0.00 0.00	3,139.31 214.11 2,925.20	66604
014108 <a href="#">DF080924</a>	DAVID FICK Invoice	08/21/2024	08/21/2024 MILEAGE REIMBURSEMENT	Regular	0.00 0.00	120.60 120.60	66605
014064 <a href="#">INV00304446</a>	DIGIUM CLOUD SERVICE Invoice	08/21/2024	08/21/2024 OFFICE TELEPHONE - 08/2024	Regular	0.00 0.00	758.06 758.06	66616
013928 <a href="#">52521</a>	DIRTY BOYS DESIGNZ Invoice	08/07/2024	08/07/2024 UNIFORMS	Regular	0.00 0.00	3,001.54 3,001.54	66572
014122 <a href="#">WS080624</a>	DON CAVERHILL AND WYOTA STUDIOS Invoice	06/30/2024	08/07/2024 PLAN CHECK DEPOSIT REFUND: C22001 CHICKSAW	Regular	0.00 0.00	5,000.00 5,000.00	66566
014083 <a href="#">BS080624</a>	EWA MARAIS Invoice	06/30/2024	08/07/2024 PLAN CHECK DEPOSIT REFUND: C2005 SUNEVER	Regular	0.00 0.00	4,758.72 4,758.72	66567
000156 <a href="#">2400096</a> <a href="#">2400097</a>	FORSHOCK Invoice Invoice	08/07/2024 08/07/2024	08/07/2024 MONTHLY SCADA MONITORING - 08/2024 MONTHLY SCADA MONITORING - 08/2024	Regular	0.00 0.00 0.00	243.00 38.00 205.00	66575
013222 <a href="#">FC0824</a>	FRONTIER COMMUNICATIONS INC Invoice	08/07/2024	08/07/2024 HDMC WWTP - TELEPHONE - 08/2024	Regular	0.00 0.00	227.25 227.25	66568
000058 <a href="#">10788511</a> <a href="#">60243416</a>	GARDA CL WEST INC Invoice Credit Memo	08/07/2024 06/30/2024	08/07/2024 ARMORED COURIER - 08/2024 CREDIT: ARMORED COURIER - 06/2024	Regular	0.00 0.00 0.00	521.84 678.56 -156.72	66569
003950 <a href="#">2772219</a>	GRANITE CONSTRUCTION COMPANY Invoice	08/21/2024	08/21/2024 MAINLINE/LEAK REPAIR SUPPLIES	Regular	0.00 0.00	3,017.00 3,017.00	66606
014121 <a href="#">MC080624</a>	GULF AMERICA GR LLC Invoice	06/30/2024	08/07/2024 PLAN CHECK DEPOSIT REFUND: C22002 FOOTHILL	Regular	0.00 0.00	5,000.00 5,000.00	66570



Check Report

Date Range: 08/01/2024 - 08/31/2024

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
013802 <a href="#">983352</a>	HASA INC Invoice	08/21/2024	08/21/2024 WATER TREATMENT EXPENSE	Regular	0.00 0.00	1,006.08 1,006.08	66607
004195 <a href="#">HD0724</a>	HOME DEPOT CREDIT SERVICES Invoice	08/08/2024	08/08/2024 PUMP PLNT/SHOP EXP/TANK MAINT/SHOP SUPPLIES	Manual	0.00 0.00	4,485.90 4,485.90	902540
013797 <a href="#">268035</a>	INFOSEND INC Invoice	08/07/2024	08/07/2024 PRINT & MAIL WATER BILL - 07/2024	Regular	0.00 0.00	3,772.14 3,772.14	66571
013369 <a href="#">6475</a>	ISHRED INCORPORATED Invoice	08/21/2024	08/21/2024 ARCHIVE RECORD SHREDDING - 08/2024	Regular	0.00 0.00	70.00 70.00	66609
009054 <a href="#">24-0731-1</a>	KATHLEEN J RADNICH Invoice	08/07/2024	08/07/2024 PUBLIC RELATIONS SERVICES - 07/2024	Regular	0.00 0.00	4,500.00 4,500.00	66573
006504 <a href="#">36895</a>	MC CALL'S METERS SALES & SERVICE Invoice	08/21/2024	08/21/2024 CERTIFIED FLOW TESTS	Regular	0.00 0.00	50.00 50.00	66612
006507 <a href="#">30878338</a> <a href="#">30883416</a>	McMASTER CARR SUPPLY COMPANY Invoice Invoice	08/07/2024 08/07/2024	08/07/2024 PUMPING PLANT SUPPLIES TANK & RESERVOIR MAINTENANCE	Regular	0.00 0.00 0.00	1,500.62 246.45 1,254.17	66574
014123 <a href="#">MW080624</a>	MICHAEL WILSON Invoice	06/30/2024	08/07/2024 PLAN CHECK DEPOSIT REFUND: C21001 ROCK RETREAT	Regular	0.00 0.00	500.00 500.00	66576
014042 <a href="#">MSR080224</a>	MISSION SQUARE RETIREMENT Invoice	08/02/2024	08/02/2024 EE & ER 457 REMITTANCE - 08/02/24	Manual	0.00 0.00	4,768.50 4,768.50	902533
014042 <a href="#">MSR081624</a>	MISSION SQUARE RETIREMENT Invoice	08/16/2024	08/16/2024 EE & ER 457 REMITTANCE - 08/16/24	Manual	0.00 0.00	4,668.50 4,668.50	902541
014042 <a href="#">MSR083024</a>	MISSION SQUARE RETIREMENT Invoice	08/30/2024	08/30/2024 EE & ER 457 REMITTANCE - 08/30/24	Manual	0.00 0.00	5,218.50 5,218.50	902545
013990 <a href="#">202408</a>	MOMS DESERT VALLEY CLEANING Invoice	08/21/2024	08/21/2024 JANITORIAL SERVICES - 08/2024	Regular	0.00 0.00	1,725.00 1,725.00	66611
014073 <a href="#">107117</a>	MUNIQUIP LLC Invoice	08/21/2024	08/21/2024 CHLORINE PUMP MAINTENANCE	Regular	0.00 0.00	1,642.53 1,642.53	66613
000233 <a href="#">479060</a> <a href="#">479236</a> <a href="#">479246</a> <a href="#">479510</a> <a href="#">479511</a>	NAPA AUTO PARTS Invoice Invoice Credit Memo Invoice Invoice	08/07/2024 08/07/2024 08/07/2024 08/07/2024 08/07/2024	08/07/2024 VEHICLE MAINTENANCE: V39 VEHICLE MAINTENANCE: V36 CREDIT: ASPHALT ROLLER: E8AR/VEHICLE MAINT: V36 VEHICLE MAINTENANCE: V35, V40, V41, V42, V37 & V39 SHOP EXPENSE	Regular	0.00 0.00 0.00 0.00 0.00	924.13 375.95 179.08 -39.15 373.68 34.57	66586
000233 <a href="#">479704</a> <a href="#">479705</a> <a href="#">479799</a> <a href="#">480259</a> <a href="#">480538</a>	NAPA AUTO PARTS Invoice Invoice Invoice Invoice Invoice	08/21/2024 08/21/2024 08/21/2024 08/21/2024 08/21/2024	08/21/2024 VEHICLE MAINTENANCE: V37 WATER TRUCK MAINTENANCE: E2WT WATER TRUCK MAINTENANCE: E2WT INVENTORY SAFETY SUPPLIES/VEHICLE MAIN: V44,45,46,47,48 & 49	Regular	0.00 0.00 0.00 0.00 0.00	7,902.34 113.08 56.51 6.59 7,498.97 227.19	66624
000070 <a href="#">1272243</a>	ONLINE INFORMATION SERVICES INC Invoice	08/07/2024	08/07/2024 ID VERIF. SERV. - 07/2024	Regular	0.00 0.00	251.50 251.50	66577
008137 <a href="#">2030238547</a>	PARKHOUSE TIRE INC Invoice	08/07/2024	08/07/2024 TIRE DEPOSAL FEE	Regular	0.00 0.00	82.50 82.50	66578
008415 <a href="#">23684912</a>	PRUDENTIAL OVERALL SUPPLY Invoice	08/21/2024	08/21/2024 SHOP EXPENSE	Regular	0.00 0.00	144.78 144.78	66614
013938 <a href="#">INV17077</a>	PURA AQUA INC Invoice	08/07/2024	08/07/2024 PUMPING PLANT SUPPLIES	Regular	0.00 0.00	3,846.25 3,846.25	66579

Check Report

Date Range: 08/01/2024 - 08/31/2024

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
000091 <a href="#">SB080124</a>	SAN BERNARDINO COUNTY Invoice	RECORDER 08/07/2024	08/07/2024 RELEASE OF LIENS	Regular	0.00 0.00	40.00 40.00	66580
013831 <a href="#">251880</a>	SATMODO LLC Invoice	08/07/2024	08/07/2024 EMERGENCY SATELLITE PHONES - 08/2024	Regular	0.00 0.00	164.26 164.26	66581
013820 <a href="#">2704441-IN</a>	SC FUELS Invoice	08/21/2024	08/21/2024 FUEL FOR VEHICLES	Regular	0.00 0.00	4,617.51 4,617.51	66617
014096 <a href="#">ST080824</a>	SHAWN THOMAS Invoice	08/21/2024	08/21/2024 TRISTATE SEMINAR REIMB: MEALS & MILEAGE	Regular	0.00 0.00	429.06 429.06	66618
009880 <a href="#">SCE0724</a>	SOUTHERN CALIFORNIA EDISON CO Invoice	08/07/2024	08/07/2024 POWER TO BUILDINGS & GENERATORS - 07/2024	Manual	0.00 0.00	4,247.94 4,247.94	902539
009878 <a href="#">SCE0724</a>	SOUTHERN CALIFORNIA EDISON Invoice	08/07/2024	08/07/2024 POWER FOR PUMPING - 7/2024	Manual	0.00 0.00	50,489.55 50,489.55	902536
VEN01020 <a href="#">24-7093</a> <a href="#">24-8020SC</a>	SOUTHWEST NETWORKS INC Invoice Invoice	08/07/2024 08/07/2024	08/07/2024 SUPPLEMENTAL IT (AMC) - 07/2024 OFFICE 365 MONTHLY MAINT - 09/2024	Regular	0.00 0.00 0.00	1,374.25 341.25 1,033.00	66582
013852 <a href="#">SL080824</a>	SPENCER LAYMON Invoice	08/21/2024	08/21/2024 TRISTATE SEMINAR REIMB: MEALS & MILEAGE	Regular	0.00 0.00	282.08 282.08	66619
014117 <a href="#">SL081524</a>	SUN LIFE ASSURANCE COMPANY OF CANADA Invoice	08/21/2024	08/21/2024 EE LIFE INSURANCE - 09/2024	Regular	0.00 0.00	1,553.68 1,553.68	66620
014114 <a href="#">TS080924</a>	TOMAS SHORT Invoice	08/21/2024	08/21/2024 MILEAGE REIMBURSEMENT	Regular	0.00 0.00	120.60 120.60	66621
014072 <a href="#">TT080724</a>	TRISTON TAYLOR Invoice	08/21/2024	08/21/2024 TRISTATE SEMINAR REIMB: MEALS	Regular	0.00 0.00	93.77 93.77	66622
010850 <a href="#">24-250027</a> <a href="#">720240351</a>	UNDERGROUND SERVICE ALERT Invoice Invoice	08/07/2024 08/07/2024	08/07/2024 DIG SAFE BOARD FEES - 2024 TICKET DELIVERY SERVICE - 07/2024	Regular	0.00 0.00 0.00	796.33 621.68 174.65	66583
014038 <a href="#">237175792-001</a>	UNITED RENTALS NORTH AMERICA INC Invoice	08/21/2024	08/21/2024 CIRP: SMALL TOOLS	Regular	0.00 0.00	181.67 181.67	66623
013806 <a href="#">UW081424</a>	UNITED WAY OF THE DESERT Invoice	08/21/2024	08/21/2024 LOW INCOME RATE ASSISTANCE PROGRAM	Regular	0.00 0.00	6,600.00 6,600.00	66608
CC-ANNE <a href="#">US0724</a>	US BANK CORPORATE Invoice	08/01/2024	08/01/2024 EMPLOYEE TRAINING	Manual	0.00 0.00	35.00 35.00	902530
CC-DAN <a href="#">US0724</a>	US BANK CORPORATE Invoice	08/01/2024	08/01/2024 SHOP EXP/VACUUM MAINT:E82/OFFICE BLDG MAINT	Manual	0.00 0.00	3,613.00 3,613.00	902532
CC-DAVID <a href="#">US0724</a>	US BANK CORPORATE Invoice	08/01/2024	08/01/2024 SUBSCRIPTIONS/OFFICE BUILD MAINT/OFFICE SUPPLIES	Manual	0.00 0.00	1,815.39 1,815.39	902529
CC-SARAH <a href="#">US0724</a>	US BANK CORPORATE Invoice	08/01/2024	08/01/2024 EE TRAINING/DIRECTOR TRAINING/POSTAGE	Manual	0.00 0.00	990.89 990.89	902531
014124 <a href="#">VL080624</a>	VICTOR LAUGHLIN Invoice	06/30/2024	08/07/2024 PLAN CHECK DEPOSIT REFUND: C21001 ROCK RETREAT	Regular	0.00 0.00	4,366.17 4,366.17	66584
000327 <a href="#">9762</a>	WATER QUALITY SPECIALISTS Invoice	08/07/2024	08/07/2024 HDMC WWTP: OPERATION & MAINT - 07/2024	Regular	0.00 0.00	4,012.00 4,012.00	66585
011615 <a href="#">66095590</a>	WESTERN EXTERMINATOR Invoice	08/21/2024	08/21/2024 PEST CONTROL SERVICES - SHOP & OFFICE	Regular	0.00 0.00	70.50 70.50	66615

Check Report

Date Range: 08/01/2024 - 08/31/2024

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	08/21/2024	Manual	0.00	397.60	902543
<a href="#">6092569</a>	Invoice	08/21/2024	OFFICE EXPENSE 7/30/24 - 8/29/24	0.00	397.60	

Bank Code AP Summary

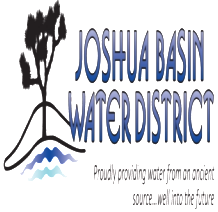
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	83	59	0.00	462,452.11
Manual Checks	19	18	0.00	137,204.59
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>102</b>	<b>77</b>	<b>0.00</b>	<b>599,656.70</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	83	59	0.00	462,452.11
Manual Checks	19	18	0.00	137,204.59
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>102</b>	<b>77</b>	<b>0.00</b>	<b>599,656.70</b>

### Fund Summary

Fund	Name	Period	Amount
01	GENERAL FUND	8/2024	599,656.70
			<b>599,656.70</b>



Joshua Basin Water District

# Check Report

By Vendor DBA Name

Date Range: 08/01/2024 - 08/31/2024

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	08/02/2024	Manual	0.00	588.11	950125
<a href="#">2024080101</a>	Invoice	08/02/2024	PAYROLL PROCESSING FEE - 08/02/24	0.00	588.11	
000248	PAYCHEX	08/06/2024	Manual	0.00	6.52	950126
<a href="#">1370450785</a>	Invoice	08/06/2024	MEDICAL FSA USE	0.00	6.52	
000248	PAYCHEX	08/14/2024	Manual	0.00	183.00	950127
<a href="#">1372837729</a>	Invoice	08/14/2024	MEDICAL FSA USE	0.00	183.00	
000248	PAYCHEX	08/14/2024	Manual	0.00	357.78	950128
<a href="#">2024081403</a>	Invoice	08/14/2024	ERRONEOUS PAYROLL CORRECTION FEE (CREDIT DUE)	0.00	357.78	
000248	PAYCHEX	08/16/2024	Manual	0.00	75.00	950129
<a href="#">29387490</a>	Invoice	08/16/2024	FSA PROCESSING FEE - 08/2024	0.00	75.00	
000248	PAYCHEX	08/16/2024	Manual	0.00	15.00	950130
<a href="#">362352694</a>	Invoice	08/16/2024	MEDICAL FSA USE	0.00	15.00	
000248	PAYCHEX	08/19/2024	Manual	0.00	658.11	950131
<a href="#">2024081501</a>	Invoice	08/19/2024	PAYROLL PROCESSING FEE - 08/16/24	0.00	658.11	
000248	PAYCHEX	08/21/2024	Manual	0.00	5.00	950132
<a href="#">1373812289</a>	Invoice	08/21/2024	MEDICAL FSA USE	0.00	5.00	
000248	PAYCHEX	08/14/2024	Manual	0.00	5.00	950133
<a href="#">1372954757</a>	Invoice	08/14/2024	MEDICAL FSA USE	0.00	5.00	
000248	PAYCHEX	08/28/2024	Manual	0.00	1,183.93	950134
<a href="#">1375662292</a>	Invoice	08/28/2024	MEDICAL FSA USE	0.00	4.12	
<a href="#">1375690607</a>	Invoice	08/28/2024	MEDICAL FSA USE	0.00	1,175.84	
<a href="#">366417355</a>	Invoice	08/28/2024	MEDICAL FSA USE	0.00	3.97	
000248	PAYCHEX	08/30/2024	Manual	0.00	160.33	950135
<a href="#">2024082801</a>	Invoice	08/30/2024	PAYROLL PROCESSING FEE - 08/30/24	0.00	160.33	

**Bank Code PR Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	13	11	0.00	3,237.78
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>13</b>	<b>11</b>	<b>0.00</b>	<b>3,237.78</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	13	11	0.00	3,237.78
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>13</b>	<b>11</b>	<b>0.00</b>	<b>3,237.78</b>

### Fund Summary

Fund	Name	Period	Amount
01	GENERAL FUND	8/2024	3,237.78
			<b>3,237.78</b>

**JOSHUA BASIN WATER DISTRICT  
UTILITY REFUND REGISTER**

<u>Account Number</u>	<u>Name</u>	<u>Date</u>	<u>Type</u>	<u>Amount</u>	
04-00080-015	TERREY, AUSTIN B	8/21/2024	Refund	327.82	Check #: 66587
05-00107-016	A.I.M. RENTAL PROPERTIES	8/21/2024	Refund	283.67	Check #: 66588
10-00261-018	HEFFINGTON DON LEE FAMILY TR 11-10-11	8/21/2024	Refund	14.46	Check #: 66589
57-00074-007	TRUST, FEDERMAN 2018 REVOCABLE	8/21/2024	Refund	376.17	Check #: 66590
62-00065-007	LLC, OPH CONSULTANTS	8/21/2024	Refund	235.74	Check #: 66591
				<b><u>1,237.86</u></b>	

<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	07/17/2024	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		07/29/2024	OTHER MEETING - PAID Note: Strategic Plan Interview 100/504//10050	1.0000	\$173.63	
		08/07/2024	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		08/09/2024	OTHER MEETING - PAID Note: BIA Southern California Water Conference 100/504//10050	1.0000	\$173.63	
		08/13/2024	TRAINING - PAID Note: DEMYSTIFYING LAFCO WEBINAR 100/504//10050	1.0000	\$173.63	
		08/14/2024	WATER RESOURCES & OPS COMMITTEE - PAID 100/504//10050	1.0000	\$173.63	
		08/15/2024	TRAINING - PAID Note: VECTOR SOLUTIONS - WORKPLACE VIOLENCE 100/504//10050	1.0000	\$173.63	
		08/21/2024	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		08/22/2024	MWA MEETING - PAID 100/504//10050	1.0000	\$173.63	
				Totals:	\$1,562.67	\$0.00
				Employee Total:	\$1,562.67	



<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	07/15/2024	ASBCSD DINNER - PAID 100/504//10050	1.0000	\$173.63	
		07/17/2024	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		07/25/2024	MWA MEETING - PAID 100/504//10050	1.0000	\$173.63	
		07/29/2024	OTHER MEETING - PAID Note: Strategic Plan Interview 100/504//10050	1.0000	\$173.63	
		08/07/2024	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		08/09/2024	OTHER MEETING - PAID Note: BIA Southern California Water Conference 100/504//10050	1.0000	\$173.63	
		08/20/2024	TRAINING - PAID Note: VECTOR SOLUTIONS - WORKPLACE VIOLENCE TRAINING 100/504//10050	1.0000	\$173.63	
		08/21/2024	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		08/21/2024	OTHER MEETING - PAID Note: CADIZ MEETING - SECOND MEETING NO STIPEND 100/504//10050	0.0000		
				Totals:	\$1,389.04	\$0.00
				Employee Total:	\$1,389.04	

<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	07/17/2024	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		07/29/2024	OTHER MEETING - PAID Note: Strategic Plan Interview 100/504//10050	1.0000	\$173.63	
		08/07/2024	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		08/10/2024	MWA MEETING - PAID Note: MWA MEETING - ATTENDED ON 08.08.24 100/504//10050	1.0000	\$173.63	
		08/14/2024	FINANCE COMMITTEE MEETING - PAID 100/504//10050	1.0000	\$173.63	
		08/21/2024	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		08/21/2024	OTHER MEETING - PAID Note: CADIZ MEETING - SECOND MEETING NO STIPEND 100/504//10050	0.0000		
				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>
512	Jarlsberg, Jane	07/15/2024	ASBCSD DINNER - PAID 100/504//10050	1.0000	\$173.63	
		07/17/2024	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		07/29/2024	OTHER MEETING - PAID Note: Strategic Plan Interview 100/504//10050	1.0000	\$173.63	
		08/07/2024	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		08/13/2024	TRAINING - PAID Note: ACWA Region 9 Event in Temecula 100/504//10050	1.0000	\$173.63	
		08/14/2024	FINANCE COMMITTEE MEETING - PAID 100/504//10050	1.0000	\$173.63	
		08/14/2024	WATER RESOURCES & OPS COMMITTEE - PAID Note: Second meeting - no stipend 100/504//10050	0.0000		
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>
515	Short, Tyler	07/17/2024	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		07/29/2024	OTHER MEETING - PAID Note: Strategic Plan Interview 100/504//10050	1.0000	\$173.63	
		08/01/2024	OTHER MEETING - PAID Note: MWA TAC Meeting 100/504//10050	1.0000	\$173.63	
		08/07/2024	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
		08/09/2024	OTHER MEETING - PAID Note: BIA Southern California Water Conference 100/504//10050	1.0000	\$173.63	
		08/10/2024	TRAINING - PAID Note: VECTOR SOLUTIONS WORKPLACE VIOLENCE TRAINING ON 08.08.24 100/504//10050	1.0000	\$173.63	
		08/13/2024	OTHER MEETING - PAID Note: ACWA Region 9 Event in Temecula 100/504//10050	1.0000	\$173.63	
		08/21/2024	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$173.63	
				Totals:	\$1,389.04	\$0.00
				Employee Total:	\$1,389.04	

Pay Adjustment Summary

<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
JBWD BOARD MEETING - PAID	14.0000	\$2,430.82	
OTHER MEETING - PAID	10.0000	\$1,736.30	
TRAINING - PAID	5.0000	\$868.15	
WATER RESOURCES & OPS COMMITTEE - PAID	1.0000	\$173.63	
MWA MEETING - PAID	3.0000	\$520.89	
ASBCSD DINNER - PAID	2.0000	\$347.26	
FINANCE COMMITTEE MEETING - PAID	2.0000	\$347.26	

Grand Totals:	\$6,424.31	\$0.00
Grand Total:	\$6,424.31	



<b>AGENDA ITEM NO:</b>	7A
<b>MEETING DATE:</b>	10.16.24

## Staff Report

<b>PRESENTED BY:</b>	Anne Roman, Director of Finance
<b>TOPIC:</b>	<b>CAPACITY CHARGE REPORTS FOR FISCAL YEAR ENDING 06/30/2024</b>
<b>RECOMMENDATION:</b>	For informational purposes only.

**SUMMARY:** Government Code 66006 requires the annual reporting of Capacity charges collected, used, and interest earned. Reports are attached hereto.

**ANALYSIS:** Capacity charges are one-time charges used to fund capital improvements needed for expanding the water system due to new meter connections. They represent the property's proportional share of infrastructure costs that have been or will need to be built to support the new meter or connection.

Historically, the District has treated capacity charges as legally restricted to fund future projects related to growth, such as system expansions or upgrades. However, recent discussions suggest that it may also be appropriate for the District to use capacity charges to reimburse itself for existing infrastructure costs. Despite this, the most recent Rate & Fee Study treated capacity charges as a funding source specifically for growth and expansion projects.

In fiscal year 2023/24, the Water Capacity reserve increased by \$508,581.29, resulting from 35 meter sales, 7 meter size upgrades, and interest earned. This brought the total balance to \$1,632,785.09. No Water Capacity funds were used for growth or expansion projects during this fiscal year.

Similarly, in fiscal year 2023/24, the Wastewater Capacity Fund grew by \$398,147.34, collected from 28 meter sales, 4 meter upgrades, and an annual installment of \$81,435.47 from the Hi Desert Medical Center (HDMC), which is paying down its note. The remaining balance on the HDMC note is \$149,220.90. After interest earned, the Wastewater Capacity Fund had a balance of \$2,572,392.87. No Wastewater Capacity funds were used for growth or expansion projects in this fiscal year.

As required by Government Code 66006, attached are the annual reports detailing the collection, use, and interest earned for both funds. Additionally, optional charts showing historical meter sales data are included.

**RECOMMENDED ACTION:** Receive for information only.

**STRATEGIC PLAN:** 2.7.1 Maintain Finance Compliance

**FISCAL IMPACT:** None

# CAPACITY CHARGES

# WATER



GL Accounts

LAIF 01-11310; REVENUE 01-44010

Reporting Period

2023/2024

## HIGHLIGHTS

BEGINNING BALANCE	COLLECTIONS/USAGE	ENDING BALANCE
July 1, 2023	Plus: Charges Collected \$458,427	June 30, 2024
<b>\$1,124,203.80</b>	Less: Public Improvements/Usage \$0	<b>\$1,632,785.09</b>
	Plus: Interest Earned \$50,154.29	
35 new meters; 7 upgrades		

## DETAIL OF COLLECTIONS

APN	CHARGE		APN	CHARGE		APN	CHARGE	
58814114	12,736		60226211	12,736		60521211	12,736	uninstalled @ FYE
58823310	12,736		60232103	7,932	22/23 rate	60802106	12,736	uninstalled @ FYE
58825207	12,736		60236126	12,736		60131107	12,736	uninstalled @ FYE
58844302	12,736		60236149	12,736		60521102	12,736	uninstalled @ FYE
58912114	12,736		60302308	12,736		60224213	12,736	uninstalled @ FYE
58921361	12,736		60307153	7,932	22/23 rate	58828140	3,184	upgrade
60008117	12,736		60327104	12,736		60142212	3,184	upgrade
60013112	12,736		60332110	12,736		60331202	3,184	upgrade
60142102	12,736		60429109	12,736		60331203	3,184	upgrade
60142307	12,736		60501207	12,736		60509103	3,184	upgrade
60146402	12,736		60507208	12,736		63225318	3,184	upgrade
60210109	12,736		60507211	12,736		63232113	3,171	upgrade/22/23 rate
60211110	12,736		60525101	12,736				
60222207	12,736		60727112	12,736		<b>New meters</b>	<b>436,152</b>	<b>35</b>
60222208	12,736		60801417	12,736		<b>Upgrades</b>	<b>22,275</b>	<b>7</b>
						<b>Total</b>	<b>458,427</b>	<b>42</b>

## PUBLIC IMPROVEMENTS (USAGE)

None funded from Capacity charges

2023/2024

\$0

# CAPACITY CHARGES

# WASTE WATER



GL Accounts

LAIF 01-11313; REVENUE 01-44050

Reporting Period

2023/2024

## HIGHLIGHTS

BEGINNING BALANCE	COLLECTIONS/USAGE	ENDING BALANCE
July 1, 2023	Plus: Charges Collected \$306,779.47	June 30, 2024
<b>\$2,174,245.53</b>	Less: Public Improvements/Usage \$0	<b>\$2,572,392.87</b>
	Plus: Interest Earned \$91,367.87	

28 new meters in Wastewater area; 4 upgrades

(Counts included in Water Capacity Totals)

## DETAIL OF COLLECTIONS

APN	CHARGE	APN	CHARGE	APN	CHARGE	
HDMC Note	81,435.47	60222208	7,042.00	60131107	7,042.00	uninstalled @ FYE
		60226211	7,042.00	60224213	7,042.00	uninstalled @ FYE
58814114	7,042.00	60236126	7,042.00	60802106	7,042.00	uninstalled @ FYE
58823310	7,042.00	60236149	7,042.00	58828140	7,042.00	upgrade
58825207	7,042.00	60302308	7,042.00	60142212	7,042.00	upgrade
58844302	7,042.00	60307153	7,042.00	60331202	7,042.00	upgrade
58912114	7,042.00	60327104	7,042.00	60331203	7,042.00	upgrade
58921361	7,042.00	60332110	7,042.00			
60142102	7,042.00	60429109	7,042.00	HDMC Note	81,435.47	
60142307	7,042.00	60501207	7,042.00	New meters	197,176.00	28
60146402	7,042.00	60507208	7,042.00	Upgrades	28,168.00	4
60146402	7,042.00	60507211	7,042.00	Total	306,779.47	32
60210109	7,042.00	60801417	7,042.00			
60211110	7,042.00					

## PUBLIC IMPROVEMENTS (USAGE)

None funded from Capacity charges

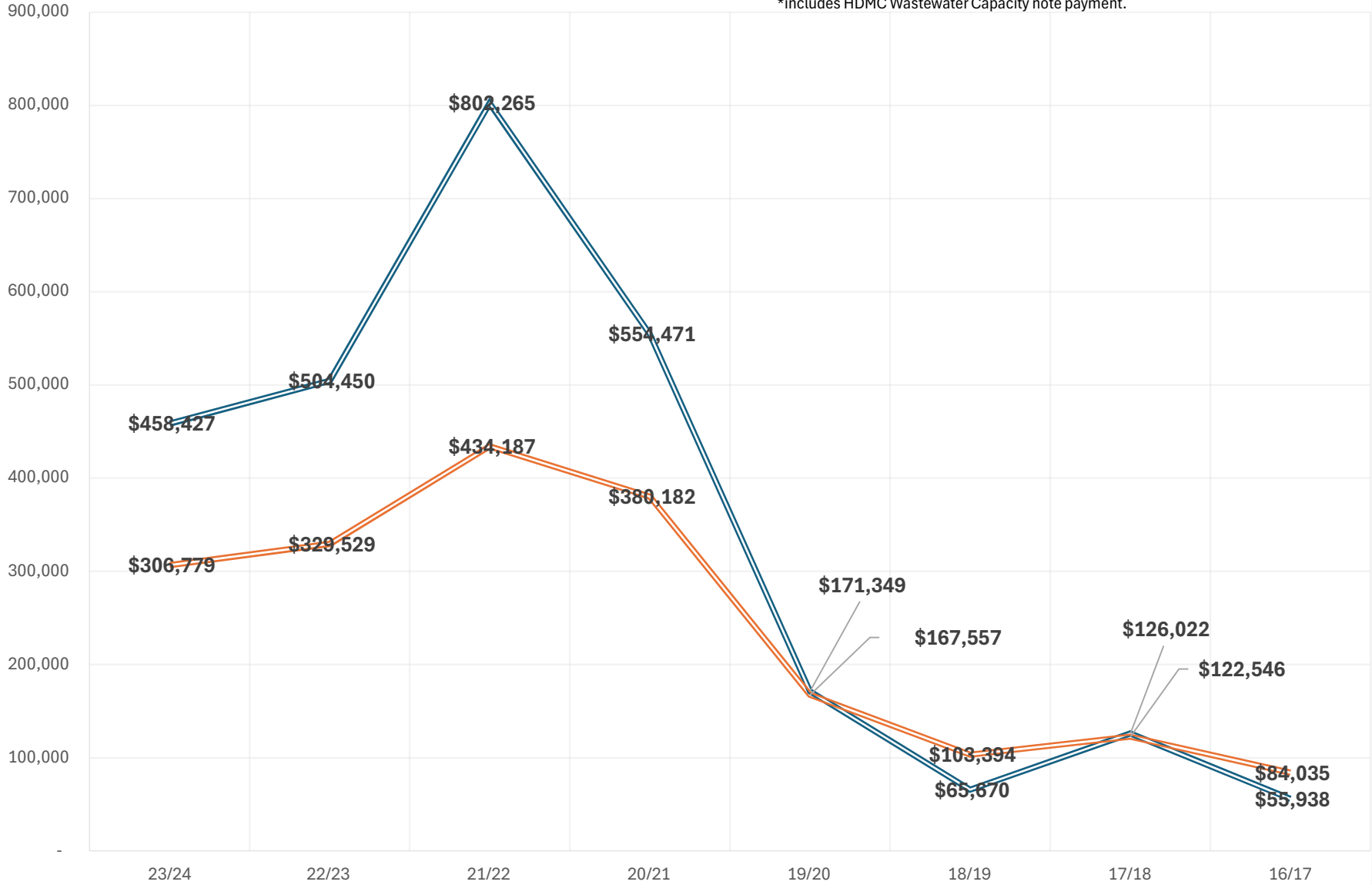
2023/2024

\$0



# TOTAL CAPACITY CHARGES

— TOTAL METERS/UPGRADES PAYING WATER CAPACITY     
 — TOTAL METERS/UPGRADES ALSO PAYING WASTEWATER CAPACITY\*  
 \*includes HDMC Wastewater Capacity note payment.



# METERS PAID





<b>AGENDA ITEM NO:</b>	7B
<b>MEETING DATE:</b>	10.16.24

## Staff Report

<b>PRESENTED BY:</b>	Anne Roman, Director of Finance
<b>TOPIC:</b>	<b>LAIF INVESTMENT PERFORMANCE FISCAL YEAR ENDING 06/30/2024</b>
<b>RECOMMENDATION:</b>	For informational purposes only.

**SUMMARY:** The District’s LAIF fund earned \$730,511.98 plus \$9,333.48 of in-lieu interest from HDMC in fiscal year 2023/24.

**ANALYSIS:** Attached is the unaudited annual update on the LAIF Investment Performance for fiscal year 2023/24.

LAIF (Local Agency Investment Fund) remains the District’s primary investment vehicle, offering a secure and liquid option as authorized by the District’s Investment Policy. Other smaller investments held with US Bank earn minimal interest and are not included in the attached summary.

In 2023/24, the District earned \$730,511.98 in interest from LAIF, with rates ranging from 3.59% to 4.55%. Interest earnings were proportionally distributed among internal LAIF funds, including the legally segregated Capacity and CMM funds. Of the total interest, \$184,048.45 was allocated to these segregated funds, while \$546,463.53 was allocated to the District’s Cash Flow Reserve Fund. An additional \$9,333.48 was earned on the HDMC Wastewater Note, in lieu of those funds being invested in LAIF. For context, LAIF interest earnings in previous fiscal years ranged from a low of \$36,623 in 2015/16 to this year’s record high of \$739,8945.46 including HDMC’s note.

Regarding the security of this investment, here is a relevant excerpt from the LAIF Statutes, as posted on the California State Treasurer’s website:

“Moneys placed with the Treasurer for deposit in the Local Agency Investment Fund by cities, counties, special districts, nonprofit corporations, or qualified quasi-governmental agencies shall not be subject to:

- a. Transfer or loan pursuant to Sections...
  - b. Impoundment or seizure by any state official or state agency.”
- (<https://www.treasurer.ca.gov/pmia-laif/answer/laifstatutes.asp>)

The District is currently considering additional investment options in addition to using LAIF.

**RECOMMENDED ACTION:** Receive for informational purposes only.

**STRATEGIC PLAN:** 4.4 Ensure Timely Financial Transactions and Reports

**FISCAL IMPACT:** None

**LAIF QUARTERLY INTEREST ALLOCATION (Unaudited)  
FOR THE FISCAL YEAR ENDED  
06/30/2024**

**ANNUAL RECAP**

DATE	RATE & QUARTER EARNING	ALL OTHER LAIF FUNDS 11303	LAIF WATER CAPACITY 11310	LAIF WASTEWTR CAPACITY 11313	LAIF CMM RESERVE 11325	LAIF CMM REDEMP 11320	LAIF CMM PREPAY 11330	TOTAL
	07/01 - 09/30/23	3.59%	12,197,706.89	1,265,165.51	2,425,117.72	209,720.04	225,159.74	
% ALLOC		0.7471	0.0775	0.1485	0.0128	0.0138	0.0003	1.0000
\$ ALLOC	152,858.67	114,193.41	11,844.32	22,703.65	1,963.37	2,107.92	45.99	152,858.67

10/01 - 12/31/23	4.00%	13,251,957.51	1,406,057.33	2,532,325.37	211,683.41	373,658.96	4,958.73	17,780,641.31
\$ ALLOC	167,240.62	124,644.86	13,225.05	23,818.47	1,991.05	3,514.55	46.64	167,240.62

01/01 - 03/31/24	4.30%	13,647,817.73	1,533,782.88	2,605,437.84	213,674.46	367,163.65	5,005.37	18,372,881.93
\$ ALLOC	192,262.28	142,817.04	16,050.21	27,264.50	2,235.99	3,842.17	52.38	192,262.28

04/01 - 06/30/24	4.55%	15,000,159.44	1,632,785.09	2,572,392.87	205,252.00	439,497.06	5,057.75	19,855,144.21
\$ ALLOC	218,150.41	164,808.22	17,939.57	28,263.13	2,255.12	4,828.80	55.57	218,150.41

<b>ANNUAL ALLOCATION</b>	<b>730,511.98</b>	<b>546,463.53</b>	<b>59,059.15</b>	<b>102,049.75</b>	<b>8,445.53</b>	<b>14,293.43</b>	<b>200.58</b>	<b>730,511.98</b>
plus HDMC interest in lieu	9,333.48							9,333.48
<b>TOTAL INTEREST</b>	<b>739,845.46</b>							<b>739,845.46</b>



<b>AGENDA ITEM NO:</b>	7C
<b>MEETING DATE:</b>	10.16.24

## Staff Report

<b>PRESENTED BY:</b>	Anne Roman, Director of Finance
<b>TOPIC:</b>	REVISION OF INVESTMENT POLICY TO AUTHORIZE JOINT POWERS AUTHORITY LOCAL GOVERNMENT INVESTMENT POOLS, RESOLUTION 24-1066
<b>RECOMMENDATION:</b>	Review and adopt updated Investment Policy via Resolution 24-1066.

**SUMMARY:** On August 7, 2024, the Board directed Staff to update the existing Investment Policy to authorize investment in Joint Powers Authority Local Government Investment Pools. The updated Policy and Resolution #24-1066 is attached.

**ANALYSIS:** California Government Code 53600 – 53610 and 53630 – 53686 sets forth many requirements for investment of surplus funds and declares that “When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, the primary objective of a trustee shall be to safeguard the principal of the funds under its control. The secondary objective shall be to meet the liquidity needs of the depositor. The third objective shall be to achieve a return on the funds under its control.” (Per CGC 53600.5 Justia Law: <https://law.justia.com/codes/california/code-gov/title-5/division-2/part-1/chapter-4/article-1/section-53600-5/>)

The District has a current adopted Investment policy, which is contained in Article 8 of the District’s Administration Code. However, on August 7, 2024, the Board of Directors instructed Staff to update the policy to authorize investment in Joint Powers Authority (JPAs) Local Government Investment Pools (LGIP). Staff has worked with legal counsel to revise the District’s policy, which will become part of the Administration Code. The new language is included in Section 8.01.18 of the Policy. In addition, unrelated language was added to Section 8.01.16 to describe the statutory collateralization requirement for regular deposits (with US Bank in our case) that exceed the \$250k FDIC insurance threshold.

The updated Policy and Resolution #24-1066 is attached.

The Finance Committee reviewed this topic on October 9, 2024.

**RECOMMENDED ACTION:** Review and adopt updated Investment Policy via Resolution 24-1066.

**STRATEGIC PLAN:** N/A

**FISCAL IMPACT:** N/A

**RESOLUTION NO. 24-1066**

**RESOLUTION OF THE JOSHUA BASIN WATER DISTRICT  
BOARD OF DIRECTORS DELEGATING AUTHORITY  
RELATIVE TO INVESTMENT OR REINVESTMENT OF  
SPECIFIED FUNDS, AND ADOPTING A REVISED  
STATEMENT OF INVESTMENT POLICY**

**WHEREAS**, the Joshua Basin Water District (“JBWD”) is a county water district organized and operating pursuant to the provisions of the laws of the State of California (State or California); and

**WHEREAS**, JBWD from time to time has money held by its District Treasurer/Director of Finance (“Treasurer/Director”) not required for the immediate necessities of JBWD (“Investment Portfolio”) and is authorized by law including, but not by way of limitation, Section 53601, *et. seq.*, of the California Government Code (Government Code or CGC), to invest moneys in the Investment Portfolio in a manner consistent with applicable State law; and

**WHEREAS**, Section 53607 of the Government Code authorizes the Board of Directors (“Board”) of JBWD to delegate such authority to the Treasurer/Director to invest, reinvest, sell, or exchange securities in and for the Investment Portfolio until such time as such delegation of authority is revoked; and

**WHEREAS**, it is the desire of the Board to renew the delegation of such authority and provide for a revised Statement of Investment Policy of JBWD.

**NOW, THEREFORE**, the Board of Directors of the Joshua Basin Water District hereby resolves, determines, and orders as follows:

1. That the Board does hereby delegate authority to the Treasurer/Director to invest and reinvest funds of JBWD pursuant to all applicable laws, statutes, and regulations of the State as set forth in this Resolution. The Board reserves the right to provide for delegation of investment authority in the future by way of resolution or by motion.

2. That the revised Statement of Investment Policy of JBWD is hereby adopted as set forth in Exhibit A attached to this Resolution, which is incorporated by this reference and shall be deemed to be effective as of October \_\_, 2024, and every fiscal year hereafter unless changed or modified by further action of this Board.

3. That the General Manager, or her designee, shall modify the JBWD Administrative Code to reflect the changes set forth in the modified policy and may take any other action reasonably necessary to effectuate the purpose and intent of this Resolution.

4. This Resolution hereby supersedes any prior resolutions adopted by the Board relative to investment policies of JBWD.

**PASSED AND ADOPTED** this 16th day of October 2024, pursuant to the following votes:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_

By: \_\_\_\_\_  
Thomas Floen, President

By: \_\_\_\_\_  
Sarah Johnson, General Manager & Board Secretary

## RESOLUTION NO. 24-1066

### EXHIBIT A

#### INVESTMENT POLICY

**8.01** The Board of Directors of the Joshua Basin Water District hereby adopt an Investment Policy as follows. Any surplus funds or funds held for any length of time for special projects shall only be invested in the following with reputable institutions.

**8.01.01** Direct and general obligations (including obligations issued or held in book entry form on the books of the Department of the Treasury of the United States of America) of the United States of America, or obligations that are unconditionally guaranteed as to principal and interest by the United States of America, including (in the case of direct and general obligations of the United States of America) evidences of ownership of proportionate interests of such obligations. Investments in such proportionate interests must be limited to circumstances wherein;

(a) a bank or trust company acts as custodian and holds the underlying United States obligations;

(b) the owner of the investment is the real party in interest and has the right to proceed directly and individually against the obligor of the underlying United States obligations and is a corporation rated A or better by S&P Global, Inc. or the equivalent rating by another recognized rating agency; and

(c) the underlying United States obligations are held in a special account, segregated from the custodian's general assets and are not available to satisfy any claim of the custodian, any person claiming through the custodian, or any person to whom the custodian may be obligated (the obligations described in this paragraph are referred to herein as "United States Obligations").

**8.01.02** Obligations issued or guaranteed by the following instrumentalities or agencies of the United States of America:

- (a) Federal Home Loan Bank system;
- (b) Export-Import Bank of the United States;
- (c) Federal Financing Bank;
- (d) Government National Mortgage Association;
- (e) Farmers Home Administration;
- (f) Federal Home Loan Mortgage Company;
- (g) Federal Housing Administration;
- (h) Private Export Funding Corp;
- (i) Federal National Mortgage Association;
- (j) Federal Farm Credit Bank;
- (k) Maritime Administration; and
- (l) Public Housing Corporation.



**8.01.03** Pre-refunded municipal obligations meeting the following conditions:

- (a)** the bonds are
  - (i) not to be redeemed prior to maturity or the applicable trustee has been given irrevocable instructions concerning their calling and redemption, and
  - (ii) the applicable issuer has covenanted not to redeem such bonds other than as set forth in such instructions;
- (b)** the bonds are secured by cash or United States Obligations that may be applied only to interest, principal, and premium payments of such bonds;
- (c)** the principal of and interest on the United States Obligations (plus any cash in the escrow fund) are sufficient to meet the liabilities of the bonds;
- (d)** The United States Obligations serving as security for the bonds are held by an escrow agent or trustee that has a combined capital and surplus of not less than \$50,000,000 and is either subject to supervision or examination by federal or state authority or that is rated A or better by S&P or the equivalent rating by another recognized rating agency;
- (e)** the United States Obligations are not available to satisfy any other claims, including those against the trustee or escrow agent; and
- (f)** the municipal obligations are rated AAA by S&P or the equivalent rating by another recognized agency.

**8.01.04** Direct and general long-term obligations of any state, to the payment of which the full faith and credit of the state is pledged and that are rated in any of the three highest rating categories by S&P or the equivalent rating by another recognized rating agency.

**8.01.05** Direct and general short-term obligations of any state, to the payment of which the full faith and credit of the state is pledged and that are rated in any of the three highest rating categories by S&P or the equivalent rating by another recognized rating agency.

**8.01.06** Interest-bearing demand or time deposits or interests in money market portfolios issued by state banks or trust companies or national banking associations that are members of the Federal Deposit Insurance Corporation (FDIC). These deposits or interests must be continuously and fully insured by FDIC and with banks that are rated at least A or better by S&P or the equivalent rating by another recognized rating agency.

**8.01.07** Long-term and medium-term corporate debt guaranteed by any corporation that is rated by S&P or the equivalent rating by another recognized rating agency in its three highest rating categories.

**8.01.08** Repurchase agreements, the maturities of which are 30 days or less, entered into with financial institutions such as banks or trust companies organized under state law or national banking associations, insurance companies or government bond dealers reporting to, trading with, and recognized as primary dealers by the Federal Reserve Bank of New York and members of the Security Investors Protection Corporation or with dealers or parent holding companies. The financial institutions, dealers, or parent holding companies must be rated at least A or better by S&P or the equivalent rating by another recognized rating agency. If it is a parent holding company that has the required S&P rating or the equivalent rating by another recognized rating agency, then the counterparty must have combined capital and surplus not less than \$50,000,000. If the counterparty is a parent holding company, then the agreement must be unconditionally guaranteed by a financial institution subsidiary with a combined capital and surplus not less than \$50,000,000. The repurchase agreement must be secured by United States Obligations. The United States Obligations must have a fair market value, exclusive of accrued interest, at least equal to the amount invested in the repurchase agreements. The Trustee (who shall not be the provider of the collateral) must have a perfected first lien in, and retain possession of, the collateral. The obligations serving as collateral must be free from all third party liens.

**8.01.09** Prime commercial paper of a United States corporation, finance company or banking institution rated in any of the two highest rating categories of S&P or the equivalent rating by another recognized rating agency.

**8.01.10** Public housing bonds issued by public agencies. Such bonds must be fully secured by a pledge of annual contributions under a contract with the United States government; temporary notes, preliminary loan notes or project notes secured by a requisition or payment agreement with the United States; or state or public agency or municipality obligations; provided that all of the above investments are rated in the three highest rating categories by S&P or the equivalent rating by another recognized rating agency.

**8.01.11** Shares of a diversified open-end management investment company (as defined in the Investment Company Act of 1940) or shares in a regulated investment company (as defined in Section 851(a) of the Internal Revenue Code of 1986, as amended) that is (A) a money market fund that has been rated in the highest rating category by S&P or the equivalent rating by another recognized rating agency, or (B) a

money market account of the Trustee or any state or federal bank that is rated A or better by S&P or the equivalent rating by another recognized rating agency or that has a combined capital and surplus of not less than \$50,000,000.

**8.01.12** Units of a money market portfolio rated Am or Am-g by S&P or the equivalent rating by another recognized rating agency composed solely of obligations rated Am-g or better by S&P or the equivalent rating by another recognized rating agency having a federal income tax exclusion.

**8.01.13** Tax-exempt obligations rated in any of the three highest rating categories by S&P or the equivalent rating by another recognized rating agency.

**8.01.14** Units of a taxable government money market portfolio rated at least Am or Am-g by S&P or the equivalent rating by another recognized rating agency composed solely of obligations issued or guaranteed as to payment of principal and interest by the full faith and credit of the United States Government or repurchase agreements collateralized by such obligations.

**8.01.15** Certificates of deposit issued by commercial banks, savings and loan associations and mutual savings banks rated A or better by S&P or the equivalent rating by another recognized rating agency and properly secured at all times by collateral security described in paragraphs (1) and (2) above.

**8.01.16** The following investments, fully insured by the Federal Deposit Insurance Corporation or collateralized in accordance with Government Code section 16521: (a) certificate of deposit, (b) savings accounts, (c) deposit accounts, (d) depository receipts of banks. Investments that exceed FDIC insurance limits must be collateralized to satisfy the "fully insured" requirement.

**8.01.17** Local Agency Investment Fund

**8.01.18** Shares of beneficial interest issued by joint powers authority organized pursuant to Section 6509.7 of the Government Code that invests in the securities and obligations authorized by Section 53601 ("Section 53601"), subdivisions (a) through (r), inclusive of the Government Code. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this provision, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria: (i) the adviser is registered or exempt from registration with the United States Securities and Exchange Commission; (ii) the adviser has not less than five years of experience investing in the securities and obligations authorized in subdivisions (a) to (q), inclusive of Section 53601; and (iii) the adviser has assets under management in excess of five hundred million dollars (\$500,000,000).