



**REGULAR FINANCE COMMITTEE MEETING
WEDNESDAY, JULY 11, 2018, AT 9:00 AM
61750 CHOLLITA ROAD, JOSHUA TREE, CA 92252**

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. DETERMINATION OF QUORUM
4. APPROVAL OF AGENDA
5. PUBLIC COMMENT
6. APPROVE MINUTES OF THE PRIOR COMMITTEE MEETING
 - Draft Minutes – June 13, 2018
7. REVIEW CHECK REGISTER FOR MAY 2018 - Receive information and refer to the Board of Directors for approval.
8. UPDATE ON COLLECTION OF DELINQUENT WATER BILLS VIA THE TAX ROLLS – Review and refer to the Board of Directors for adoption of a Resolution authorizing collection of delinquent water charges via the tax rolls.
9. GUARANTEE DEPOSIT AND FEES FOR TEMPORARY/CONSTRUCTION METERS – Review and refer to the Board of Directors for approval of Resolution No. 18-987
10. APPROVAL TO CONTRACT WITH MARY ORTON COMPANY TO COMPLETE THE STRATEGIC PLAN FOR THE DISTRICT-Recommend that the Finance Committee review and refer to the Board of Directors to approve the selection of Mary Orton Company to conduct a strategic planning process at a cost not to exceed \$34,000.
11. CHANGES IN OFFICE HOURS OF OPERATION – Recommend that the Finance Committee accept and refer to the Board of Directors for approval.
12. CUSTOMER ACCOUNT ASSISTANCE PROGRAM (CAAP) – Authorize the General Manager to draft a Resolution to change policy, making assistance available to only primary residence customers.
13. 3rd QUARTER ENDING 3/31/2018 FINANCIAL REPORT – Review and make suggestions for any changes and recommend for adoption at the next Board meeting.
14. STAFF REPORT
15. ADJOURNMENT

INFORMATION

During "Public Comment," please use the podium microphone. State your name, have your information prepared, and be ready to provide your comments. The District is interested and appreciates your comments. A 3-minute time limit will be imposed. Any person with a disability who requires accommodation to participate in this meeting should telephone Joshua Basin Water District at (760) 366-8438, at least 48 hours before the meeting to request a disability-related modification or accommodation. Materials related to an item on this Agenda submitted to the Committee after distribution of the agenda packet are available for public inspection in the District's office located at 61750 Chollita Road, Joshua Tree, California 92252 during regular business hours.

JOSHUA BASIN WATER DISTRICT
Minutes of the
REGULAR MEETING OF THE FINANCE COMMITTEE
Wednesday, June 13, 2018
61750 Chollita Road, Joshua Tree, CA 92252

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Vice President Johnson called the meeting to order at 9:00 a.m.

DETERMINATION OF A QUORUM

Directors Present –Vice President Johnson and Director Floen

STAFF PRESENT

Curt Sauer, GM, Susan Greer, AGM, Mark Ban, AGM-Operations, Anne Roman, Accountant

GUESTS - 2

APPROVAL OF AGENDA

Director Floen made a motion to approve the Agenda. Vice President Johnson seconded the motion.

MSC' (Floen/Johnson) motion carried.

PUBLIC COMMENT – None

CONSENT CALENDAR

- Approve the Draft Minutes of May 23, 2018

Director Floen made a motion to approve the draft minutes of May 23, 2018. Vice President Johnson seconded the motion.

MSC' (Floen/Johnson) motion carried.

REVIEW CHECK REGISTERS FROM MARCH & APRIL 2018 –

Vice President Johnson made a motion to refer the March & April 2018 check registers to the Board for approval. Director Floen seconded the motion.

MSC' (Johnson/Floen) motion carried.

CAPITAL IMPROVEMENT BUDGET/LOANS FOR REVIEW– GM Sauer gave the Staff Report with Accountant Anne Roman assisting with the Q&A portion.

Director Floen made a motion to refer the CIP Budget to the Board for approval. Vice President Johnson seconded the motion.

MSC' (Floen/Johnson) motion carried.

STAFF REPORT – None

ADJOURNMENT – Director Floen made a motion to adjourn the Finance Committee meeting at 10:20 a.m. Vice President Johnson seconded the motion.

MSC' (Johnson/Floen) motion carried.

Respectfully,

Susan Greer, Assistant General Manager, and Controller

DRAFT



Vendor Number Payable #	Vendor DBA Name Payable Type	Payable Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: AP-AP Cash							
003015	EUGENE K FAUL		05/16/2018	Regular	0.00	-39.96	58187
003015	EUGENE K FAUL		05/16/2018	Regular	0.00	-36.60	58330
000091	SAN BERNARDINO COUNTY RECORDER		05/23/2018	Regular	0.00	-95.00	60023
001012	BARTLE WELLS ASSOCIATES		05/02/2018	Regular	0.00	11,911.20	60034
<u>1002C</u>	Invoice	05/02/2018	RATE & FEE STUDY - 16/17 & 17/18		0.00	11,911.20	
010956	DOI-USGS		05/02/2018	Regular	0.00	7,494.38	60035
<u>90631056</u>	Invoice	05/02/2018	USGS COOPERATIVE WATER RESOURCES		0.00	7,494.38	
013793	FRANCHISE TAX BOARD		05/02/2018	Regular	0.00	4,992.81	60036
<u>FTB050218</u>	Invoice	05/02/2018	WITHHOLDING ORDER #31414253885974		0.00	4,992.81	
000156	FORSHOCK		05/02/2018	Regular	0.00	14,978.51	60037
<u>1700120</u>	Invoice	05/02/2018	SCADA IMPROVEMENTS		0.00	2,239.40	
<u>1800125</u>	Invoice	05/02/2018	MONTHLY SCADA MONITORING		0.00	182.25	
<u>1800126</u>	Invoice	05/02/2018	SCADA IMPROVEMENTS		0.00	7,538.73	
<u>1800127</u>	Invoice	05/02/2018	SCADA IMPROVEMENTS		0.00	5,018.13	
VEN01020	SOUTHWEST NETWORKS, INC.		05/02/2018	Regular	0.00	5,573.90	60038
<u>18-3057</u>	Invoice	05/02/2018	SUPPLEMENTAL IT SERVICES (AMC) - MAR		0.00	546.25	
<u>18-3519</u>	Invoice	05/02/2018	OFFICE SUPPLIES		0.00	36.64	
<u>18-4061</u>	Invoice	05/02/2018	OFFICE SUPPLIES		0.00	570.00	
<u>18-4502</u>	Invoice	05/02/2018	SWITCHES FOR SERVER		0.00	4,352.02	
<u>18-4516</u>	Invoice	05/02/2018	OFFICE SUPPLIES		0.00	68.99	
013788	STURDIVAN EMERGENCY MANAGEMENT CONS		05/02/2018	Regular	0.00	5,300.00	60039
<u>1029</u>	Invoice	05/02/2018	ACS/EMERGENCY COMMUNICATION CO-		0.00	2,800.00	
<u>1031</u>	Invoice	05/02/2018	LOCAL HAZARD MITIGATION PLAN		0.00	2,500.00	
000327	WATER QUALITY SPECIALISTS		05/02/2018	Regular	0.00	10,227.03	60040
<u>5381</u>	Invoice	05/02/2018	HDMC WWTP: OPERATION/MAINT & REP		0.00	10,227.03	
013798	WILLIAMS SCOTSMAN INC.		05/02/2018	Regular	0.00	6,121.97	60041
<u>5690812</u>	Invoice	05/02/2018	OFFICE REMODEL TEMP TRAILERS		0.00	3,061.11	
<u>5690813</u>	Invoice	05/02/2018	OFFICE REMODEL TEMP TRAILERS		0.00	3,060.86	
000575	AFSCME LOCAL 1902		05/03/2018	Regular	0.00	608.51	60042
<u>AFSCME0418</u>	Invoice	05/03/2018	EE UNION DUES - APR 18		0.00	608.51	
013346	ANDY'S LANDSCAPE & TREE SERVICE INC.		05/03/2018	Regular	0.00	650.00	60043
<u>2330L</u>	Invoice	05/03/2018	DEMO GARDEN/BUILD MAINT THRU 4/15		0.00	650.00	
004110	BURRTEC WASTE & RECYCLING SVCS		05/03/2018	Regular	0.00	418.29	60044
<u>BW0518</u>	Invoice	05/03/2018	RECYCLING - MAY 18		0.00	147.39	
<u>BW0518B</u>	Invoice	05/03/2018	TRASH REMOVAL - MAY 18		0.00	270.90	
001550	CDW GOVERNMENT, INC		05/03/2018	Regular	0.00	197.55	60045
<u>MGM7195</u>	Invoice	05/03/2018	OFFICE SUPPLIES		0.00	197.55	
001850	CLINICAL LAB OF S.B. INC		05/03/2018	Regular	0.00	775.00	60046
<u>961787</u>	Invoice	05/03/2018	SAMPLING - MAR 18		0.00	775.00	
000237	COLONIAL LIFE & ACCIDENT INSURANCE CO, IN		05/03/2018	Regular	0.00	2,276.20	60047
<u>3990561-040508</u>	Invoice	05/03/2018	EE LIFE INSURANCE - APR 18		0.00	2,276.20	
013365	IMAGE SOURCE		05/03/2018	Regular	0.00	454.44	60048
<u>AR743786</u>	Invoice	05/03/2018	OFFICE EXPENSE 3/5/18 - 4/4/18		0.00	454.44	

*Check Report JBWD

Date Range: 05/01/2018 - 05/31/2018

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
013223	LAW OFFICE OF DAVID L. WYSOCKI	05/03/2018	Regular	0.00	175.00	60049
<u>DW043018</u>	Invoice	05/03/2018	LEGAL SERVICES - APR 18	0.00	175.00	
003596	DEXYP	05/03/2018	Regular	0.00	25.00	60050
<u>DYP041918</u>	Invoice	05/03/2018	MORONGO BASIN ADVERT - APR 18	0.00	25.00	
003025	FEDEX	05/03/2018	Regular	0.00	69.84	60051
<u>6-149-46816</u>	Invoice	05/03/2018	SHIPPING: DOLLAR GENERAL	0.00	69.84	
013222	FRONTIER CALIFORNIA INC.	05/03/2018	Regular	0.00	179.59	60052
<u>FC0518</u>	Invoice	05/03/2018	HDMC WWTP - TELEPHONE	0.00	179.59	
006200	MCALLISTERS JANITORIAL SERV.	05/03/2018	Regular	0.00	580.00	60053
<u>6248B</u>	Invoice	05/03/2018	JANITORIAL SERVICES - APR 18	0.00	580.00	
013351	HELENITA C. YOUNGLOVE	05/03/2018	Regular	0.00	225.00	60054
<u>175</u>	Invoice	05/03/2018	NOTARY SERVICES	0.00	60.00	
<u>8859</u>	Invoice	05/03/2018	NOTARY SERVICES	0.00	165.00	
004152	HI-DESERT STAR	05/03/2018	Regular	0.00	845.00	60055
<u>7680</u>	Invoice	05/03/2018	ADVERTISING: WATER EDUCATION DAY	0.00	845.00	
009054	KATHLEEN J. RADNICH	05/03/2018	Regular	0.00	684.60	60056
<u>180429-1</u>	Invoice	05/03/2018	PUBLIC RELATIONS SERVICES	0.00	684.60	
005640	KILLER BEE PEST CONTROL	05/03/2018	Regular	0.00	140.00	60057
<u>4594</u>	Invoice	05/03/2018	BEE REMOVAL	0.00	70.00	
<u>4631</u>	Invoice	05/03/2018	BEE REMOVAL	0.00	70.00	
006029	LIEBERT CASSIDY WHITMORE	05/03/2018	Regular	0.00	682.00	60058
<u>1456901</u>	Invoice	05/03/2018	LEGAL SERVICES - MAR 18	0.00	682.00	
003505	GARRYS TIRES	05/03/2018	Regular	0.00	797.77	60059
<u>14411</u>	Invoice	05/03/2018	VEHICLE REPAIRS: V29	0.00	797.77	
006504	MC CALL'S METERS SALES & SERVICE	05/03/2018	Regular	0.00	70.00	60060
<u>30445</u>	Invoice	05/03/2018	CERTIFIED FLOW TESTS	0.00	70.00	
006507	McMASTER-CARR SUPPLY COMPANY	05/03/2018	Regular	0.00	960.64	60061
<u>59730602</u>	Invoice	05/03/2018	SMALL TOOLS/SHOP EXPENSE/PUMPING	0.00	480.65	
<u>59806765</u>	Invoice	05/03/2018	SMALL TOOLS - PRODUCTION	0.00	105.79	
<u>59893504</u>	Invoice	05/03/2018	SMALL TOOLS - PRODUCTION	0.00	93.89	
<u>60350650</u>	Invoice	05/03/2018	SMALL TOOLS - PRODUCTION	0.00	89.25	
<u>60478526</u>	Invoice	05/03/2018	PUMPING PLANT SUPPLIES	0.00	76.50	
<u>60633529</u>	Invoice	05/03/2018	SMALL TOOLS - PRODUCTION	0.00	114.56	
013344	AQUATIC INSPECTIONS	05/03/2018	Regular	0.00	4,400.00	60062
<u>1888</u>	Invoice	05/03/2018	TANK MAINTENANCE & REPAIRS: D-1-1 &	0.00	4,400.00	
000236	PAYPRO ADMINISTRATORS	05/03/2018	Regular	0.00	50.00	60063
<u>62641</u>	Invoice	05/03/2018	FSA ADMIN FEES - MAR 18	0.00	50.00	
008405	PRECISION ASSEMBLY	05/03/2018	Regular	0.00	1,411.56	60064
<u>18027</u>	Invoice	05/03/2018	APR WATER BILL PRINT/MAIL	0.00	1,411.56	
008415	PRUDENTIAL OVERALL SUPPLY	05/03/2018	Regular	0.00	238.39	60065
<u>22575503</u>	Invoice	05/03/2018	SHOP EXPENSE	0.00	20.75	
<u>22593518</u>	Invoice	05/03/2018	SHOP EXPENSE	0.00	55.83	
<u>22593520</u>	Invoice	05/03/2018	SHOP EXPENSE	0.00	52.99	
<u>22600651</u>	Invoice	05/03/2018	SHOP EXPENSE	0.00	55.83	
<u>22600653</u>	Invoice	05/03/2018	SHOP EXPENSE	0.00	52.99	
013218	OFFICETEAM	05/03/2018	Regular	0.00	1,650.29	60066
<u>49815333</u>	Invoice	05/03/2018	TEMPORARY LABOR	0.00	1,177.07	
<u>49858089</u>	Invoice	05/03/2018	TEMPORARY LABOR	0.00	588.54	

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Date Range: 05/01/2018 - 05/31/2018

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>50710730</u>	Credit Memo	05/03/2018	TEMPORARY LABOR	0.00	-81.84	
<u>50710731</u>	Credit Memo	05/03/2018	TEMPORARY LABOR	0.00	-76.88	
<u>50732262</u>	Invoice	05/03/2018	TEMPORARY LABOR	0.00	81.84	
<u>50732263</u>	Credit Memo	05/03/2018	TEMPORARY LABOR	0.00	-38.44	
000042	ROMAN, ANNE	05/03/2018	Regular	0.00	915.00	60067
<u>AR050118</u>	Invoice	05/03/2018	EDUCATION REIMBURSEMENT	0.00	915.00	
009920	STANDARD INSURANCE CO	05/03/2018	Regular	0.00	984.33	60068
<u>ST0518</u>	Invoice	05/03/2018	EE LIFE INSURANCE - MAY 18	0.00	984.33	
011101	VAGABOND WELDING SUPPLY	05/03/2018	Regular	0.00	88.54	60069
<u>104873</u>	Invoice	05/03/2018	SHOP EXPENSE	0.00	88.54	
009980	SWRCB FEES	05/03/2018	Regular	0.00	80.00	60070
<u>SWRCB-050318</u>	Invoice	05/03/2018	D-2 RENEWAL	0.00	80.00	
013216	TIMOTHY ROBERT PINAR	05/03/2018	Regular	0.00	1,822.00	60071
<u>TP050118</u>	Invoice	05/03/2018	OFFICE REMODEL CONSULTING FEE	0.00	1,822.00	
010690	TYLER TECHNOLOGIES	05/03/2018	Regular	0.00	129.60	60072
<u>025-219288</u>	Invoice	05/03/2018	CALL NOTIFICATION FEES: JAN - MAR	0.00	129.60	
010850	UNDERGROUND SERVICE ALERT	05/03/2018	Regular	0.00	90.85	60073
<u>420180335</u>	Invoice	05/03/2018	TICKET DELIVERY SERVICE - APR 18	0.00	90.85	
000247	UNITED STATES PLASTIC CORP	05/03/2018	Regular	0.00	263.74	60074
<u>5416463</u>	Invoice	05/03/2018	PUMPING PLANT SUPPLIES	0.00	263.74	
010990	UTILIQUEST L.L.C.	05/03/2018	Regular	0.00	602.32	60075
<u>260922-Q</u>	Invoice	05/03/2018	CONTRACT LOCATING EXPENSE	0.00	393.36	
<u>261202-Q</u>	Invoice	05/03/2018	CONTRACT LOCATING EXPENSE	0.00	175.52	
<u>261421-Q</u>	Invoice	05/03/2018	CONTRACT LOCATING EXPENSE	0.00	33.44	
000233	NAPA AUTO PARTS	05/03/2018	Regular	0.00	366.94	60076
<u>236712</u>	Invoice	05/03/2018	VEHICLE MAINTENANCE: V25	0.00	177.03	
<u>237343</u>	Invoice	05/03/2018	VACUUM & VEHICLE MAINTENANCE: V31	0.00	189.91	
000985	AVALON URGENT CARE	05/03/2018	Regular	0.00	100.00	60077
<u>33838</u>	Invoice	05/03/2018	PHYSICAL DMV/DOT	0.00	100.00	
003015	EUGENE K FAUL	05/16/2018	Regular	0.00	76.56	60094
<u>KF011117</u>	Invoice	01/12/2017	REIMB: OFFICE SUPPLIES	0.00	36.60	
<u>KF112216</u>	Invoice	12/07/2016	REIMB: OFFICE SUPPLIES	0.00	39.96	
001630	AT&T MOBILITY	05/16/2018	Regular	0.00	1,445.58	60095
<u>829480028X0505</u>	Invoice	05/16/2018	COMMUNICATIONS - APR 18	0.00	1,445.58	
001555	CENTRATTEL	05/16/2018	Regular	0.00	249.64	60096
<u>180503192101</u>	Invoice	05/16/2018	DISPATCH SERVICES - APR 18	0.00	249.64	
009054	KATHLEEN J. RADNICH	05/16/2018	Regular	0.00	1,554.00	60097
<u>180506-1</u>	Invoice	05/16/2018	PUBLIC RELATIONS SERVICES	0.00	814.80	
<u>180506-2</u>	Invoice	05/16/2018	PUBLIC RELATIONS SERVICES	0.00	75.60	
<u>180513-1</u>	Invoice	05/16/2018	PUBLIC RELATIONS SERVICES	0.00	663.60	
000070	ONLINE INFORMATION SERVICES, INC.	05/16/2018	Regular	0.00	310.45	60098
<u>857321</u>	Invoice	05/16/2018	ID VERIF. SERV. THRU 04/30/18	0.00	310.45	
000236	PAYPRO ADMINISTRATORS	05/16/2018	Regular	0.00	50.00	60099
<u>62924</u>	Invoice	05/16/2018	FSA ADMIN FEES - APR 18	0.00	50.00	
008300	POSTMASTER	05/16/2018	Regular	0.00	4,000.00	60100
<u>SD051418</u>	Invoice	05/16/2018	POSTAGE FOR WATER BILLING	0.00	4,000.00	
008201	PURCHASE POWER	05/16/2018	Regular	0.00	2,018.50	60101

*Check Report JBWD

Date Range: 05/01/2018 - 05/31/2018

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>PB051318</u>	Invoice	05/16/2018	POSTAGE REFILL FOR METER	0.00	2,018.50	
013228	SARAH J. JOHNSON	05/16/2018	Regular	0.00	212.92	60102
<u>SJ021418</u>	Invoice	05/16/2018	REIMB: MILES/PERSONNEL SUPPLIES/BUS	0.00	212.92	
013359	XEROX FINANCIAL SERVICES	05/16/2018	Regular	0.00	608.30	60103
<u>1157964</u>	Invoice	05/16/2018	SHOP EXPENSE 4/27/18 - 5/26/18	0.00	212.64	
<u>1159612</u>	Invoice	05/16/2018	OFFICE EXPENSE 5/7/18 - 6/6/18	0.00	395.66	
013801	TACO GONZALEZ INC.	05/17/2018	Regular	0.00	1,087.50	60104
<u>TG0511718</u>	Invoice	05/17/2018	EMPLOYEE APPRECIATION CATERING	0.00	1,087.50	
013799	MICHAEL A. WILSON	05/23/2018	Regular	0.00	74,180.00	60105
<u>3090</u>	Invoice	05/23/2018	OFFICE REMODEL & HVAC UPGRADE	0.00	74,180.00	
000501	ACWA/JPIA	05/24/2018	Regular	0.00	19,805.87	60106
<u>0551580</u>	Invoice	05/24/2018	EE HEALTH BENEFIT & EAP JUN 18	0.00	19,805.87	
000575	AFSCME LOCAL 1902	05/24/2018	Regular	0.00	609.70	60107
<u>AFSCME0518</u>	Invoice	05/24/2018	EE UNION DUES - MAY 18	0.00	609.70	
013346	ANDY'S LANDSCAPE & TREE SERVICE INC.	05/24/2018	Regular	0.00	650.00	60108
<u>2340L</u>	Invoice	05/24/2018	DEMO GARDEN/BUILD MAINT THRU 5/15	0.00	650.00	
013365	IMAGE SOURCE	05/24/2018	Regular	0.00	397.50	60109
<u>AR758672</u>	Invoice	05/24/2018	OFFICE EXPENSE 4/5/18 - 5/4/18	0.00	397.50	
013373	CORE & MAIN LP	05/24/2018	Regular	0.00	1,399.59	60110
<u>I824254</u>	Invoice	05/24/2018	METER REPAIR & MAINLINE/LEAN REPAIR	0.00	1,399.59	
000330	CURT SAUER	05/24/2018	Regular	0.00	130.30	60111
<u>CS051818</u>	Invoice	05/24/2018	REIMB: OFFICE SUPPLIES	0.00	130.30	
VEN01466	FEDAK & BROWN LLP	05/24/2018	Regular	0.00	8,730.00	60112
<u>FB042518</u>	Invoice	05/24/2018	FINANCIAL AUDIT 17/18	0.00	8,730.00	
003025	FEDEX	05/24/2018	Regular	0.00	29.05	60113
<u>6-164-63923</u>	Invoice	05/24/2018	SHIPPING	0.00	29.05	
000058	GARDA CL WEST, INC.	05/24/2018	Regular	0.00	621.40	60114
<u>10393224</u>	Invoice	05/24/2018	COURIER FEES - MAY 18	0.00	606.41	
<u>70074448</u>	Invoice	05/24/2018	EVENXCHANGE FEES - APR 18	0.00	14.99	
013802	HASA, INC.	05/24/2018	Regular	0.00	447.00	60115
<u>107243</u>	Invoice	05/24/2018	WATER TREATMENT EXPENSE	0.00	447.00	
013351	HELENITA C. YOUNGLOVE	05/24/2018	Regular	0.00	315.00	60116
<u>8866</u>	Invoice	05/24/2018	NOTARY SERVICES	0.00	315.00	
013369	I-SHRED INCORPORATED	05/24/2018	Regular	0.00	50.00	60117
<u>8211-11</u>	Invoice	05/24/2018	ARCHIVE RECORD SHREDDING	0.00	50.00	
009054	KATHLEEN J. RADNICH	05/24/2018	Regular	0.00	777.00	60118
<u>180520-1</u>	Invoice	05/24/2018	PUBLIC RELATIONS SERVICES	0.00	777.00	
005640	KILLER BEE PEST CONTROL	05/24/2018	Regular	0.00	280.00	60119
<u>4640</u>	Invoice	05/24/2018	BEE REMOVAL	0.00	210.00	
<u>4688</u>	Invoice	05/24/2018	BEE REMOVAL	0.00	70.00	
006029	LIEBERT CASSIDY WHITMORE	05/24/2018	Regular	0.00	4,406.50	60120
<u>1458536</u>	Invoice	05/24/2018	LEGAL SERVICES - EE MATTERS	0.00	4,406.50	
000205	LORI G. HERBEL	05/24/2018	Regular	0.00	160.00	60121
<u>LH060118</u>	Invoice	05/24/2018	PUBLIC INFO/FARMER'S MARKET	0.00	160.00	
003505	GARRYS TIRES	05/24/2018	Regular	0.00	24.85	60122

*Check Report JBWD

Date Range: 05/01/2018 - 05/31/2018

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>14471</u>	Invoice	05/24/2018	VEHICLE REPAIRS: V33	0.00	24.85	
000156	FORSHOCK	05/24/2018	Regular	0.00	243.00	60123
<u>1800130</u>	Invoice	05/24/2018	MONTHLY SCADA MONITORING	0.00	38.00	
<u>1800131</u>	Invoice	05/24/2018	MONTHLY SCADA MONITORING	0.00	205.00	
000193	MORONGO BASIN CONSERVATION ASSOCIATIC	05/24/2018	Regular	0.00	600.00	60124
<u>MBCA051418</u>	Invoice	05/24/2018	SUPPORT OF DESERT WISE LANDSCAPE T	0.00	600.00	
008415	PRUDENTIAL OVERALL SUPPLY	05/24/2018	Regular	0.00	108.82	60125
<u>22607867</u>	Invoice	05/24/2018	SHOP EXPENSE	0.00	55.83	
<u>22607870</u>	Invoice	05/24/2018	SHOP EXPENSE	0.00	52.99	
013360	REDWINE AND SHERRILL, LLP	05/24/2018	Regular	0.00	5,302.80	60126
<u>1099</u>	Invoice	05/24/2018	LEGAL SERVICES THRU 4/26/18	0.00	5,302.80	
013218	OFFICETEAM	05/24/2018	Regular	0.00	1,561.56	60127
<u>50841549</u>	Invoice	05/24/2018	TEMPORARY LABOR	0.00	1,419.60	
<u>50890153</u>	Invoice	05/24/2018	TEMPORARY LABOR	0.00	141.96	
008414	PROVIDED	05/24/2018	Regular	0.00	150.00	60128
<u>1184</u>	Invoice	05/24/2018	VIDEO TAPING & YOU TUBE BD MEETING	0.00	150.00	
000091	SAN BERNARDINO COUNTY RECORDER	05/24/2018	Regular	0.00	60.00	60129
<u>SB051718</u>	Invoice	05/24/2018	RELEASE OF LIENS	0.00	60.00	
000091	SAN BERNARDINO COUNTY RECORDER	05/24/2018	Regular	0.00	20.00	60130
<u>SB052218</u>	Invoice	05/24/2018	RELEASE OF A LIEN	0.00	20.00	
004201	SCOTT HUDSON	05/24/2018	Regular	0.00	649.20	60131
<u>SH051718</u>	Invoice	05/24/2018	REIMB: MILES: NOV 17 - APR 18	0.00	649.20	
009880	SOUTHERN CALIFORNIA EDISON CO	05/24/2018	Regular	0.00	2,290.86	60132
<u>SCE0518</u>	Invoice	05/24/2018	POWER TO BLDGS & GEN - MAY 18	0.00	2,290.86	
VEN01020	SOUTHWEST NETWORKS, INC.	05/24/2018	Regular	0.00	831.25	60133
<u>18-4051</u>	Invoice	05/24/2018	SUPPLEMENTAL IT SERVICES (AMC) - APR	0.00	831.25	
013366	THE SOCO GROUP, INC.	05/24/2018	Regular	0.00	3,857.35	60134
<u>0530277-IN</u>	Invoice	05/24/2018	FUEL FOR VEHICLES	0.00	469.69	
<u>0530278-IN</u>	Invoice	05/24/2018	FUEL FOR VEHICLES	0.00	3,387.66	
000510	TIME WARNER CABLE	05/24/2018	Regular	0.00	345.03	60135
<u>0008970051318</u>	Invoice	05/24/2018	CABLE & INTERNET - MAY 18	0.00	345.03	
010990	UTILIQUEST L.L.C.	05/24/2018	Regular	0.00	773.92	60136
<u>261725-Q</u>	Invoice	05/24/2018	CONTRACT LOCATING EXPENSE	0.00	146.32	
<u>262033-Q</u>	Invoice	05/24/2018	CONTRACT LOCATING EXPENSE	0.00	422.72	
<u>262256-Q</u>	Invoice	05/24/2018	CONTRACT LOCATING EXPENSE	0.00	87.92	
<u>262571-Q</u>	Invoice	05/24/2018	CONTRACT LOCATING EXPENSE	0.00	116.96	
011615	WESTERN EXTERMINATOR CO.	05/24/2018	Regular	0.00	32.00	60137
<u>WE043018</u>	Invoice	05/24/2018	PEST CONTROL SERVICES - SHOP	0.00	32.00	
013798	WILLIAMS SCOTSMAN INC.	05/24/2018	Regular	0.00	1,757.01	60138
<u>5741936</u>	Invoice	05/24/2018	OFFICE REMODEL TEMP TRAILERS	0.00	878.63	
<u>5741937</u>	Invoice	05/24/2018	OFFICE REMODEL TEMP TRAILERS	0.00	878.38	
009878	SOUTHERN CALIFORNIA EDISON	05/04/2018	Manual	0.00	24,970.09	900936
<u>SCE0418</u>	Invoice	05/04/2018	POWER FOR PUMPING - APR 18	0.00	24,970.09	
000248	PAYCHEX	05/04/2018	Manual	0.00	358.59	900937
<u>317087</u>	Invoice	05/04/2018	PAYROLL PROCESSING FEE	0.00	358.59	
000236	PAYPRO ADMINISTRATORS	05/04/2018	Manual	0.00	449.97	900938

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>PPE 4-27-18</u>	Invoice	05/04/2018	EE FSA DEDUCTIONS 5-04-18	0.00	449.97	
009898	SOCALGAS	05/07/2018	05/07/2018 Manual	0.00	179.57	900939
<u>GAS0418</u>	Invoice	05/07/2018	HEAT FOR SHOP - THRU 4/16/18	0.00	179.57	
001517	CalPERS	05/10/2018	05/10/2018 Manual	0.00	11,229.50	900940
<u>PPE 4-27-18</u>	Invoice	05/10/2018	PAY PERIOD ENDING 4/27/18	0.00	11,229.50	
000248	PAYCHEX	05/11/2018	05/11/2018 Manual	0.00	99.00	900941
<u>18115975</u>	Invoice	05/11/2018	TIME & LABOR ONLINE USAGE FEE	0.00	99.00	
VEN01533	PAYMENTUS GROUP INC.	05/18/2018	05/18/2018 Manual	0.00	2,078.00	900942
<u>US18040209</u>	Invoice	05/18/2018	CREDIT CARD PROCESSING FEE - APR 18	0.00	2,078.00	
001009	BUSINESS CARD	05/18/2018	05/18/2018 Manual	0.00	920.29	900943
<u>BA0518</u>	Invoice	05/18/2018	SHOP EXPENSE/UNIFORMS/SAFETY/TRAI	0.00	920.29	
001005	BANK OF AMERICA	05/18/2018	05/18/2018 Manual	0.00	2,182.19	900944
<u>BA0518</u>	Invoice	05/18/2018	DIRECTOR TRAINING/OFFICE SUPPLIES/B	0.00	2,182.19	
001004	BUSINESS CARD	05/18/2018	05/18/2018 Manual	0.00	1,396.03	900945
<u>BA0518</u>	Invoice	05/18/2018	TELEPHONE (OFFICE)/PERSONNEL EXPEN	0.00	1,396.03	
000236	PAYPRO ADMINISTRATORS	05/18/2018	05/18/2018 Manual	0.00	449.97	900946
<u>PPE 5-11-18</u>	Invoice	05/18/2018	EE FSA DEDUCTIONS 5-18-18	0.00	449.97	
000248	PAYCHEX	05/18/2018	05/18/2018 Manual	0.00	358.59	900947
<u>317635</u>	Invoice	05/18/2018	PAYROLL PROCESSING FEE	0.00	358.59	
013196	TELEPACIFIC COMMUNICATIONS	05/22/2018	05/22/2018 Manual	0.00	775.82	900948
<u>102866957-0</u>	Invoice	05/22/2018	TELEPHONE (OFFICE) - MAY 18	0.00	775.82	
004195	HOME DEPOT CREDIT SERVICES	05/24/2018	05/24/2018 Manual	0.00	2,490.04	900949
<u>HD0518</u>	Invoice	05/24/2018	SHOP EXPENSE/MAINLINE/LEAK REPAIR/	0.00	2,490.04	
001517	CalPERS	05/29/2018	05/29/2018 Manual	0.00	11,200.59	900950
<u>PPE 5-11-18</u>	Invoice	05/29/2018	PAY PERIOD ENDING 5/11/18	0.00	11,200.59	
000236	PAYPRO ADMINISTRATORS	05/31/2018	05/31/2018 Manual	0.00	449.97	900951
<u>PPE 5-25-18</u>	Invoice	05/31/2018	EE FSA DEDUCTIONS 6-1-18	0.00	449.97	
000025	ICMA RC	05/31/2018	05/31/2018 Manual	0.00	4,766.92	900952
<u>ICMARC0518</u>	Invoice	05/31/2018	457 REMITTANCE - MAY 18	0.00	4,766.92	
009898	SOCALGAS	05/23/2018	05/23/2018 Manual	0.00	119.44	900953
<u>GAS0518</u>	Invoice	05/23/2018	HEAT FOR SHOP - THRU 5/15/18	0.00	119.44	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	132	89	0.00	233,817.80
Manual Checks	18	18	0.00	64,474.57
Voided Checks	0	3	0.00	-171.56
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	150	110	0.00	298,120.81

CONTROLLER/ASSISTANT GM

I HAVE REVIEWED AND APPROVE THE ITEMS CONTAINED HEREWITH FOR PAYMENT.

SUSAN GREER, CONTROLLER/AGM

**JOSHUA BASIN WATER DISTRICT
UTILITY REFUND REGISTER**

<u>Account</u>					
<u>Number</u>	<u>Name</u>	<u>Date</u>	<u>Type</u>	<u>Amount</u>	<u>Reference</u>
06-00124-007	JEAN, ARLENE	5/3/2018	Refund	146.08	Check #: 60078
09-00037-012	LUND, KHRYSTINA	5/3/2018	Refund	43.28	Check #: 60079
09-00099-013	KOSTOVNY, NICHOLAS P	5/3/2018	Refund	3.48	Check #: 60080
10-00282-009	DAVEY, JUNE M	5/3/2018	Refund	15.17	Check #: 60081
53-00062-004	PALM SPRINGS MUTUAL INC	5/3/2018	Refund	46.98	Check #: 60082
55-00234-007	NICHOLS, JASMINE ANN	5/3/2018	Refund	22.15	Check #: 60083
62-00194-018	HAMMOND, MONICA L ZIMARIK	5/3/2018	Refund	91.01	Check #: 60084
62-00208-012	DESERT REALTY GROUP	5/3/2018	Refund	49.67	Check #: 60085
63-00046-001	WIELAND, PAUL	5/3/2018	Refund	24.22	Check #: 60086
65-00005-002	PAT BUCKLEY OR MARY KAY BUCKLEY	5/3/2018	Refund	31.78	Check #: 60087
65-00220-008	EF PROPERTIES	5/3/2018	Refund	49.67	Check #: 60088
04-00045-010	RECKER, MATTHIAS	5/16/2018	Refund	108.97	Check #: 60089
04-00162-004	JUNE, RICHARD W	5/16/2018	Refund	3.78	Check #: 60090
07-00064-015	ANDERSON, DAVID A	5/16/2018	Refund	24.78	Check #: 60091
09-00037-012	LUND, KHRYSTINA	5/16/2018	Refund	30.66	Check #: 60092
65-00181-003	CROSS, GERALD B	5/16/2018	Refund	34.08	Check #: 60093
04-00105-011	PELHAM, JOSH L	5/24/2018	Refund	590.21	Check #: 60139
05-00116-014	OLIVEIRA, ALEXANDER R	5/24/2018	Refund	43.97	Check #: 60140
10-00447-003	KIRBY, JOHN W	5/24/2018	Refund	58.66	Check #: 60141
51-00087-008	TRACE, CHARLOTTE P	5/24/2018	Refund	46.56	Check #: 60142
52-00129-012	MCKETRICK, CHATEL L	5/24/2018	Refund	23.37	Check #: 60143
62-00094-002	CHRISTIAN, BEVERLY	5/24/2018	Refund	9.68	Check #: 60144
62-00175-012	CARD, DAVID W	5/24/2018	Refund	20.19	Check #: 60145
63-00150-010	VAN AMMERS, ANDREA H	5/24/2018	Refund	71.19	Check #: 60146
01-00084-002	ERMAN, CELESTE	5/24/2018	Reverse Refund Check Adjustment	-70.01	REVERSE REFUND
03-00090-005	SEWARD, ERIC	5/24/2018	Reverse Refund Check Adjustment	-9.51	REVERSE REFUND
03-00122-002	ERICKSON, MARY ANN	5/24/2018	Reverse Refund Check Adjustment	-0.01	REVERSE REFUND
03-00212-012	ELLIOT, COREY A	5/24/2018	Reverse Refund Check Adjustment	-0.01	REVERSE REFUND
03-00262-003	REYNOLDS FAMILY TRUST	5/24/2018	Reverse Refund Check Adjustment	-161.54	REVERSE REFUND
03-00369-014	STEPHENS, RON E	5/24/2018	Reverse Refund Check Adjustment	-48.91	REVERSE REFUND
03-00465-005	DAVIS, NICHOLAS R	5/24/2018	Reverse Refund Check Adjustment	-113.08	REVERSE REFUND
03-00465-005	DAVIS, NICHOLAS R	5/24/2018	Reverse Refund Check Adjustment	-48.38	REVERSE REFUND
04-00142-005	RAMIREZ, DANIEL	5/24/2018	Reverse Refund Check Adjustment	-42.70	REVERSE REFUND
06-00103-019	WILLIAMS, MILES J	5/24/2018	Reverse Refund Check Adjustment	-15.47	REVERSE REFUND
07-00122-009	WATSON, AMBER K	5/24/2018	Reverse Refund Check Adjustment	-12.23	REVERSE REFUND
08-00001-006	GREEN, JESSIE E	5/24/2018	Reverse Refund Check Adjustment	-0.01	REVERSE REFUND
08-00152-001	THIELE, JEFF	5/24/2018	Reverse Refund Check Adjustment	-0.47	REVERSE REFUND
09-00003-015	DIGANGI, MICHELLE	5/24/2018	Reverse Refund Check Adjustment	-52.77	REVERSE REFUND
09-00105-014	REED, CELIA R	5/24/2018	Reverse Refund Check Adjustment	-0.03	REVERSE REFUND
09-00129-012	JACKSON, ZACHARY T	5/24/2018	Reverse Refund Check Adjustment	-35.03	REVERSE REFUND
09-00134-011	FARBER, CHRISTOPHER	5/24/2018	Reverse Refund Check Adjustment	-6.33	REVERSE REFUND
10-00317-007	THALLAS, ALEAH	5/24/2018	Reverse Refund Check Adjustment	-46.95	REVERSE REFUND
10-00370-014	LICEA, KYLIE D	5/24/2018	Reverse Refund Check Adjustment	-3.18	REVERSE REFUND
11-00138-014	FRALEY, HARRISON DRIGGS	5/24/2018	Reverse Refund Check Adjustment	-19.95	REVERSE REFUND
11-00140-002	LAWLESS, BENJAMIN	5/24/2018	Reverse Refund Check Adjustment	-61.13	REVERSE REFUND
11-00320-010	ANSON, FLORENE	5/24/2018	Reverse Refund Check Adjustment	-32.93	REVERSE REFUND
12-00070-002	VILLANOVA, SHANE W	5/24/2018	Reverse Refund Check Adjustment	-59.79	REVERSE REFUND
12-00215-009	DALBY, CLAUDIA	5/24/2018	Reverse Refund Check Adjustment	-25.78	REVERSE REFUND
12-00215-009	DALBY, CLAUDIA	5/24/2018	Reverse Refund Check Adjustment	-25.78	REVERSE REFUND
12-00215-009	DALBY, CLAUDIA	5/24/2018	Reverse Refund Check Adjustment	-25.78	REVERSE REFUND
12-00215-009	DALBY, CLAUDIA	5/24/2018	Reverse Refund Check Adjustment	-25.78	REVERSE REFUND
12-00215-009	DALBY, CLAUDIA	5/24/2018	Reverse Refund Check Adjustment	-53.04	REVERSE REFUND
12-00284-005	MENDEZ, CARLOS	5/24/2018	Reverse Refund Check Adjustment	-1.36	REVERSE REFUND
12-00298-010	ELAM, KELLY L	5/24/2018	Reverse Refund Check Adjustment	-2.81	REVERSE REFUND
13-00082-010	PUDDY, DEANNA S	5/24/2018	Reverse Refund Check Adjustment	-112.80	REVERSE REFUND
13-00355-008	TODD, JAMES	5/24/2018	Reverse Refund Check Adjustment	-1.28	REVERSE REFUND
50-00059-006	ANDRA, AUREL	5/24/2018	Reverse Refund Check Adjustment	-50.95	REVERSE REFUND
52-00129-011	CRUZ, GABRIELA	5/24/2018	Reverse Refund Check Adjustment	-4.39	REVERSE REFUND
53-00008-011	ELFTMANN, AMBER M	5/24/2018	Reverse Refund Check Adjustment	-1.37	REVERSE REFUND

53-00060-016	DELROSARIO, ALLEN J	5/24/2018	Reverse Refund Check Adjustment	-153.58	REVERSE REFUND
53-00071-012	JONES, JEREMY	5/24/2018	Reverse Refund Check Adjustment	-17.45	REVERSE REFUND
53-00083-010	STEELE, SUMMER S	5/24/2018	Reverse Refund Check Adjustment	-0.06	REVERSE REFUND
53-00105-010	VOGT, RYLLI R	5/24/2018	Reverse Refund Check Adjustment	-0.30	REVERSE REFUND
53-00118-011	ABDALLAH, MAISSON S	5/24/2018	Reverse Refund Check Adjustment	-44.09	REVERSE REFUND
55-00080-022	MALDONADO, ALBERTO JR	5/24/2018	Reverse Refund Check Adjustment	-1.00	REVERSE REFUND
55-00106-013	BARNES, KATHRYN J	5/24/2018	Reverse Refund Check Adjustment	-118.82	REVERSE REFUND
55-00118-003	BROWN, STEVE V	5/24/2018	Reverse Refund Check Adjustment	-16.81	REVERSE REFUND
55-00138-011	LAFRENIERE, EMILIE	5/24/2018	Reverse Refund Check Adjustment	-45.19	REVERSE REFUND
55-00156-018	EDGINTON, EMILY M	5/24/2018	Reverse Refund Check Adjustment	-9.11	REVERSE REFUND
55-00302-008	CLOTHIER, BRIAN R	5/24/2018	Reverse Refund Check Adjustment	-36.96	REVERSE REFUND
57-00029-006	COULSON, ANDREW M	5/24/2018	Reverse Refund Check Adjustment	-102.67	REVERSE REFUND
61-00158-008	SCHULTZ, FRANK	5/24/2018	Reverse Refund Check Adjustment	-139.88	REVERSE REFUND
61-00219-009	INC, LAKE TAHOE T-SHIRT COMPANY	5/24/2018	Reverse Refund Check Adjustment	-0.33	REVERSE REFUND
62-00052-011	BAGINSKI, ANASTASIA	5/24/2018	Reverse Refund Check Adjustment	-50.90	REVERSE REFUND
62-00125-011	GOFF, DAVID J	5/24/2018	Reverse Refund Check Adjustment	-40.78	REVERSE REFUND
62-00194-015	STEWART, MARIAM J	5/24/2018	Reverse Refund Check Adjustment	-56.73	REVERSE REFUND
63-00039-017	POWER, GEORGE E	5/24/2018	Reverse Refund Check Adjustment	-0.23	REVERSE REFUND
63-00093-016	PETERSON, HEATHER L	5/24/2018	Reverse Refund Check Adjustment	-98.28	REVERSE REFUND
63-00138-005	JORDAN, BRANDY	5/24/2018	Reverse Refund Check Adjustment	-22.93	REVERSE REFUND
65-00005-002	PAT BUCKLEY OR MARY KAY BUCKLEY	5/24/2018	Reverse Refund Check Adjustment	-135.52	REVERSE REFUND
65-00114-005	GIOVANDO, CHIARA	5/24/2018	Reverse Refund Check Adjustment	-42.60	REVERSE REFUND
65-00194-002	STRATTON, ARWIN	5/24/2018	Reverse Refund Check Adjustment	-24.86	REVERSE REFUND
65-00366-000	TRUST, GODWIN-KLUHSMAN FAMILY	5/24/2018	Reverse Refund Check Adjustment	-4.20	REVERSE REFUND
65-00393-002	TREZONA, JOHN HOWARD	5/24/2018	Reverse Refund Check Adjustment	-2.53	REVERSE REFUND
65-00494-000	GARRISON, TIMOTHY	5/24/2018	Reverse Refund Check Adjustment	-72.74	REVERSE REFUND
65-00597-000	SEASONS LAND CORPORATION	5/24/2018	Reverse Refund Check Adjustment	-166.96	REVERSE REFUND
				<u>-987.46</u>	

JOSHUA BASIN WATER DISTRICT**MAY 2018****DIRECTOR PAY****PAY PERIODS: 4/14/2018 - 5/11/2018**

Director	Date	Type	Amount	Notes
THOMAS FLOEN	04/18/2018	Director Pay	173.63	JBWD BOARD MEETING
THOMAS FLOEN	04/25/2018	Director Pay	173.63	SPECIAL JBWD BOARD MEETING
THOMAS FLOEN	04/30/2018	Director Pay	173.63	SPECIAL WORKSHOP BOARD OF DIRECTORS MEETING
			<u>347.26</u>	
GEARY HUND	04/18/2018	Director Pay	173.63	JBWD BOARD MEETING
GEARY HUND	04/25/2018	Director Pay	173.63	SPECIAL JBWD BOARD MEETING
GEARY HUND	04/30/2018	Director Pay	173.63	SPECIAL WORKSHOP BOARD OF DIRECTORS MEETING
			<u>347.26</u>	
ROBERT JOHNSON	04/18/2018	Director Pay	173.63	JBWD BOARD MEETING
ROBERT JOHNSON	04/25/2018	Director Pay	173.63	SPECIAL JBWD BOARD MEETING
ROBERT JOHNSON	04/30/2018	Director Pay	173.63	SPECIAL WORKSHOP BOARD OF DIRECTORS MEETING
			<u>347.26</u>	
MICKEY C LUCKMAN	04/18/2018	Director Pay	173.63	JBWD BOARD MEETING
MICKEY C LUCKMAN	04/25/2018	Director Pay	173.63	SPECIAL JBWD BOARD MEETING
MICKEY C LUCKMAN	04/30/2018	Director Pay	173.63	SPECIAL WORKSHOP BOARD OF DIRECTORS MEETING
			<u>347.26</u>	
REBECCA UNGER	04/25/2018	Director Pay	173.63	SPECIAL JBWD BOARD MEETING
REBECCA UNGER	04/26/2018	Director Pay	173.63	MWA BOARD MEETING
REBECCA UNGER	04/26/2018	Mileage/Vehicle Expense	73.03	MILES: MWA BOARD MEETING
REBECCA UNGER	04/30/2018	Director Pay	173.63	SPECIAL WORKSHOP BOARD OF DIRECTORS MEETING
			<u>246.66</u>	
TOTAL			<u><u>2,677.48</u></u>	

JOSHUA BASIN WATER DISTRICT
MEETING AGENDA REPORT

Meeting of the Finance Committee

July 11, 2018

Report to: Committee

Prepared by: Susan Greer

TOPIC: UPDATE ON COLLECTION OF DELINQUENT WATER BILLS VIA THE TAX ROLLS

RECOMMENDATION: Refer to the Board of Directors for the adoption of a Resolution authorizing the collection of delinquent water charges via the tax rolls.

ANALYSIS:

A few months ago, I shared that we were considering options for collecting delinquent water bills, particularly the locked meter charges. Gil had indicated previously that he didn't believe that we had authorization to do so unless the service has been requested in writing by the property owner. This is the actual language from Section 31701(e) of the Water Code:

A statement of those delinquent and unpaid charges for water and other services, or either, requested in writing by the owner of the property that remain delinquent and unpaid for 60 days or more on July 1st determined by the board to be included therein.

Based on your direction at that previous meeting, I pursued this issue further with Gil, and he, Gerry Eagans and I had a teleconference about this topic last week. They completely concur with the original direction, that we must have a written request from the current owner/account-holder to place the charges on the tax roll.

Further, Gil and Gerry said we could use the original application for purchase of the meter as the written request for service, even if there have been other tenant account-holders in-between the time the meter was purchased and now. Subsequent property owners don't meet the legal requirements allowing us to collect delinquent water charges via the tax rolls. It doesn't mean we can't use other means to collect from them, just that we cannot use the tax rolls for this purpose.

We are currently in the process of determining how many of the currently-delinquent locked meter accounts meet this requirement for collecting via the tax rolls. It's a tedious process, and so far, we've found 10 out of 60 accounts that meet the criteria. We recommend that the District adopt a collection of delinquent charges via the tax rolls as another tool and the Board will have to adopt a resolution for the County in order to do so, similar to the standby resolution adopted each year.

We have \$123,000 in delinquent locked meter charges, representing over 200 accounts out of 814 total accounts; many of those 200 accounts have not made any payment at all since the charge was enacted in 2016. That represents a 22% delinquency rate, and the District is investigating all possible options for collection. The other, best option we know of for dealing with the locked meter charges when we don't have the required written request for service or property has been sold would be small claims court. Once a small claims judgment is entered, we can file a judgment lien against the owner.

JOSHUA BASIN WATER DISTRICT
MEETING AGENDA REPORT

Meeting of the Finance Committee

July 11, 2018

Report to: Committee Members

Prepared by: Susan Greer

TOPIC: GUARANTEE DEPOSIT AND FEES FOR TEMPORARY/CONSTRUCTION METERS

RECOMMENDATION:

Refer to the Board of Directors for approval of Resolution No. 18-987 amending Article 11.6 and 13.13 related to fees for temporary/construction meters

ANALYSIS:

I shared with you last month about a temporary construction meter that was stolen and how our Rules & Regulations should be strengthened to better address this issue. I have proposed changes to Article 11 of the Rules & Regulations for temporary water service. As a reminder, the cost to replace the 3" meter and appurtenances were in excess of \$2,100, and the District currently requires only a \$250 deposit for temporary service. Temporary meters are typically installed on a fire hydrant, located in the public right-of-way, so it is a vulnerable facility.

Recall that many agencies require the replacement cost as the deposit amount for these vulnerable facilities and that's what I have proposed. Distribution Supervisor Jim Corbin reports that theft of construction meters is a big problem in the low desert and he is exploring some ways to combat the problem. We've had a handful of these meters stolen or damaged over the years, and a larger deposit will help mitigate the potential loss, which cost should not become the responsibility of other rate payers. In addition, the same deposit will guarantee the District against loss as a result of an unpaid water bill, and it's not uncommon for the District to have construction meter bad debt on our annual write-off list. Note the proposed language requires the deposit to be equal to the estimated cost incurred by the District to replace or repair the meter and appurtenant facilities, not a specific amount. Costs related to meter repair or replacement, inventory, and labor to name a few are continuously changing, and we don't want to commit to a specific number. We will develop the fee each year internally, based on current costs so that it doesn't get outdated.

In addition, we are currently developing updated fees, and the fees for installation or relocation of a temporary meter have already been calculated. Significantly more work is required than is covered by the current \$30 fee, especially as related to the cross connection control program. Those costs have been incorporated into new installation and relocation fees for temporary meters, which are also reflected in the proposed Resolution, attached. The existing language from the Rules & Regulations is also attached. Gil has reviewed.

FISCAL IMPACT

Potential reduction of bad debt as a result of temporary meter damage, theft, or non-payment of water bills.

EXISTING RULES & REGULATIONS LANGUAGE IS BELOW:

ARTICLE 11: TEMPORARY WATER SERVICE

ARTICLE 11.6 Responsibility for Meter and Installation

The customer shall use all possible care to prevent damage to the meter or to any other facilities of the District, which are involved in furnishing temporary service from the time they are installed until they are removed. If the meter or other facilities are damaged, the cost of making repairs or replacing the meter shall be paid by the customer.

ARTICLE 13: RATES AND CHARGES

ARTICLE 13.13 Charge for Temporary Service

The following charges apply to all temporary services.

Guarantee Deposit	A deposit of \$250.00 is required for temporary water services.
Minimum Charge and Quantity Rate:	The charges for temporary service shall be the charges applicable under Article 13.6, plus a surcharge of 50% on the Bi-Monthly Service Fee and Water flow charge.
Temporary Service Installation Charge:	For all temporary service installations, the charge will be \$30.00.

RESOLUTION NO. 18-987
RESOLUTION OF THE BOARD OF DIRECTORS
OF JOSHUA BASIN WATER DISTRICT
AMENDING ARTICLES 11.6 AND 13.13 OF THE DISTRICT'S RULES &
REGULATIONS RELATED TO TEMPORARY/CONSTRUCTION METER
WATER SERVICE

WHEREAS, Article 11 of the Districts Rules & Regulations, provides the terms and conditions pertaining to temporary water service and Article 13.13 provides the rates and charges applicable to temporary water service; and

WHEREAS, theft of a temporary water meter and appurtenances has occurred resulting in thousands of dollars of loss, which cost should be borne by the customer requesting the service; and

WHEREAS, Article 11.6, Responsibility for Meter and Installation, addresses damage, but does not specifically address theft of the meter and appurtenant water facilities; and

WHEREAS, Article 13.13, Charge for Temporary Service, provides for a guarantee deposit that is inadequate to cover the cost of replacement of the meter and appurtenant water facilities if damaged or stolen. Further, fees for installing and relocating temporary service are outdated and need to be revised to reflect the current cost of service.

BE IT RESOLVED, that Articles 11.6 and 13.13 of the District's Rules & Regulations are amended as follows:

Article 11.6 Responsibility for Meter and Installation.

The customer shall use all possible care to prevent damage and theft to the meter or to any other facilities of the District that are involved in furnishing temporary service from the time they are installed until they are removed. If the meter or other appurtenant facilities are damaged or stolen, the cost of making repairs or replacing the meter or other appurtenant facilities, including associated labor cost and overhead, shall be paid by the customer. If the meter or appurtenant facilities are damaged or stolen, the District shall utilize the customer's guarantee deposit to pay for full replacement or repair of the meter and appurtenant facilities. A complete accounting of the guarantee deposit utilized to repair or replace the meter and appurtenant facilities shall be provided to the customer. Once the District has utilized all or a portion of the guarantee deposit, the customer must submit a replacement guarantee deposit in accordance with Article 13. Failure to pay for the repair or replacement of meter and appurtenant facilities or the required guarantee deposit will result in termination of service.

Article 13.13 Charge for Temporary Service.

The following charges apply to all temporary services:

Guarantee Deposit: A deposit equal to the estimated cost incurred by the District to replace or repair the meter and appurtenant facilities is required.

Minimum Charge and Quantity Rate: The charges for temporary service shall be the charges applicable under Article 13.5 and 13.6 of the District's Rules & Regulations, plus a surcharge of 50% on the applicable Basic Monthly Fee and the Water Flow Charges.

Temporary Service Installation Charge: Including account set-up, the charge for temporary service installation will be \$95.

Relocation Charge: The charge for temporary service meter relocation will be \$60.

ADOPTED this 16th day of May 2018.

JOSHUA BASIN WATER DISTRICT
MEETING AGENDA REPORT

Meeting of the Finance Committee

July 11, 2018

Report to: Committee

Prepared by: Curt Sauer

TOPIC: Approval to contract with Mary Orton Company to complete Strategic Plan for the District.

RECOMMENDATION:

Recommend that the Finance Committee review and refer to the Board of Directors to approve the selection of Mary Orton Company to conduct a strategic planning process at a cost not to exceed \$34,000.

ANALYSIS:

Our District has a Strategic Plan, last updated in 2013, that needs to be updated. One of the recommendations of the Organizational Assessment is to: "Develop a Strategic Plan and associated performance management culture that defines a common vision, District values, strategies, goals, objectives and targets levels of service to fulfill the District's stated mission and to provide a roadmap for continuous organizational improvement."

The District has received two proposals for this planning process. One from Westin Technologies that completed our Organizational Assessment. The other is from the Mary Orton Company that worked with the District in 2014 on a management team workshop entitled Becoming a High-Performance Team.

The Westin proposal is for \$29,850, fixed cost. It includes one-hour interviews with Board Members, one-hour interviews with up to 10 individual employees, group interviews of production, distribution, Customer Management and Finance. Then two Development Workshops with Management team and key staff, then a final review of the Plan with Management Team and Board of Directors.

The Mary Orton Company (TMOC) proposal is for "up to \$33,771", depending on actual costs incurred for travel. Their proposal states the estimate represents what we think would be the maximum; we will charge you only for the time spent and are open to adjusting the scope of work to accommodate JBWD preferences. Their proposal covers interviews with all employees, using six groups to include a mixture of production, distribution, customer service, finance and managers and the Citizen's Advisory Committee as well. The Directors will be interviewed, either individually or in groups of 2/2/1.

After completing interviews, TMOC will conduct two, two-day sessions. At the first two-day session, (with Managers, Supervisors, and selected employees) the goal will be to update the vision and mission and to develop a series of goals for an agreed-upon timeframe (e.g., the next 20 years). The second two-day session will include the same participants. The desired outcome will be to agree upon objectives for each goal and to accomplish some action planning for those objectives, including, if time

allows, some sequence ordering of those action items.

While Westin Technologies is more experienced in working within the water industry, the Mary Orton Company has greater experience in interactive group dynamics.

Mary Orton, founder, and principal of TMOC has exceptional skills and extensive experience in strategic planning, facilitation of groups of all sizes, consensus building and collaboration, mediation and conflict management, public participation, coaching, and organization development.

She has provided state, federal, tribal, and local government agencies with these services for the last 20 years, and prior to starting the company, was involved in strategic planning for organizations, she led for an additional 15 years.

Mary's work is informed by group and conflict theory, and by the experience of helping numerous individuals and organizations resolve their differences and work more productively in positive ways.

Mary's undergraduate degree is in political science. She holds a graduate certificate in environmental conflict resolution and a master's degree in conflict resolution.

Sarah and I have reviewed the proposals, and both recommend to the Board that the Mary Orton Company be selected for this Strategic Plan endeavor.

FISCAL IMPACT: Up to \$34,000

JOSHUA BASIN WATER DISTRICT
MEETING AGENDA REPORT

Meeting of the Finance Committee

July 11, 2018

Report to: Committee

Prepared by: Curt Sauer

TOPIC: Changes in Office Hours of Operation

RECOMMENDATION:

Recommend that the Finance Committee review and refer to the Board of Directors for approval of the new office hours of Monday through Thursday, 7:30 AM to 4:30 PM.

ANALYSIS:

Administrative Code Section 4.04.10 Hours of Employment states: It shall be the duty of the General Manager to devote his entire time to the duties of his office. The General Manager shall see that the office is open to the public from 8:00 AM to 5:00 PM five days a week, excluding Saturdays, Sundays, and holidays.

One of the recommendations of the Organizational Assessment is to close the office on Fridays. The purpose of this closure is to better align employee responsibilities and reduce the amount of hours that Finance employees are required to cover Customer Service, estimated to be 32 hours per month. It also gives 16 additional hours per month to the Distribution staff to conduct planned operations and maintenance work rather than responding to service orders. Emergency calls will still be covered.

Additionally, Customer Service has recommended that changing the office hours from 8:00 AM – 5:00 PM to 7:30 AM - 4:30 PM would be an improvement for a variety of reasons. Internally, these hours would allow the Customer Service Representatives (CSR) to cash out and reconcile all daily payments from 4:30 – 5:00, creating more timely payment posting and simpler reconciliation. The cash out could then occur outside the presence of the public, which is a safety improvement. Furthermore, closing the office doors half an hour before the end of the CSR's workday is also likely to alleviate the overtime occasionally incurred when customers arrive in the office just before closing time. Best of all, this change would increase customer convenience by allowing customers the opportunity to conduct business in the early mornings on their way to work – especially helpful on lock off day.

FISCAL IMPACT:

Discussion

JOSHUA BASIN WATER DISTRICT
STAFF REPORT

Meeting of the Finance Committee

July 11, 2018

Report to: Committee

Prepared by: Curt Sauer

TOPIC: Customer Account Assistance Program – Recommended change to policy

RECOMMENDATION: Authorize the General Manager to draft a Resolution to change policy, making assistance available only to primary residence customers.

ANALYSIS:

The Customer Account Assistance Program (CAAP) was established to assist customers that experienced large bills from unknown circumstances, such as large or prolonged leaks.

For the past five years, the total assistance provided via the program each year is:

2013 -	609.34
2014 -	1199.97
2015 -	1647.74
2016 -	6184.60
2017 -	6373.71

See page 4 for a 2017 breakdown.

In addition to the financial aspect of the program, we should also consider staff time. Val will spend two to three hours at the parcel and make arrangements to meet the owners at the parcel. For non-co-operative customers Peggy can spend two to three hours over the course of two to three months, re-contacting them because of incomplete compliance with the program.

The demographics of the District are changing, with increasing second homeowners that do not live in the area and do not routinely monitor their properties. A second change in the client base is the significant increase in vacation rentals.

Each year the District has provided CAAP assistance to account-holders including some that are not living in their properties as their primary residence. CAAP credits provided to non-primary residence customers now constitutes about 30 percent of all CAAP monies credited to accounts.

Our Rules and Regulations define residential and commercial water services as:

Residential Water Service: Water service to a customer for use in connection with his/her habitation of his/her dwelling unit including landscaping. It excludes water use that would fall into commercial, industrial, agricultural or public water service.

Commercial Water Service: Service of water to a private, non-governmental customer engaged in commercial activity for the purpose of profit. Churches, private educational institutions, private hospitals, private research institutions, cults, communes, performing arts groups, and similar organizations will come under this definition.

The General Manager is recommending the CAAP policy be changed to apply only to customers that are living at their primary residence. If they are living on a parcel that also has a vacation rental on the parcel, the account will be classified as commercial.

This past 12 months it would have resulted in increased revenues of \$1,884. Importantly, this policy change will concur with the requirements of the new Low-Income Assistance Program and that simplifies administration.

The Board should consider whether it is appropriate for the District to offer this program to owners of parcels that are 1) not their primary residence or 2) conducting a business enterprise. The General Manager believes that large water bills at these locations should be considered a cost of doing business, and not be eligible for CAAP assistance credits to their account.

Article 1.23 (b) is included here for your review:

b) Customer Account Assistance Program

The Customer Account Assistance Program provides a method to request bill reduction for a bill of unknown or accidental origin as defined by the customer, specifically the CAAP application. The Program was created to assist customers who have experienced extraordinary or unusual circumstances.

The procedure includes the customer's written application and JBWD investigation. Until the JBWD receives the customer's written application; the bill is due as presented. The application, plus information obtained as a result of the review and investigation will be forwarded to the General Manager or a designee. While the CAAP application is being reviewed, a good faith payment, equal to the amount of the bill for the same month in the prior year, must be paid by the due date.

The General Manager or a designee shall determine the amount of assistance, if any, based upon a review of the information obtained and in accordance with the current policy. No assistance will be considered for excessive water use cases that result from a violation of the JBWD Rules and Regulations.

Guidelines for assistance

- Account holder must show proof of repair of any leaks before receiving assistance. A Water Survey is also required before assistance is provided. Customer, or representative, must be present at the water survey conducted by a District employee.
- Customers are limited to two (2) CAAP's within a five (5) year period at the same location. A new owner-customer at the same location may be considered for additional assistance.

- Assistance is limited to no more than two consecutive monthly billing cycles; assistance is calculated by comparing the difference between the current and the prior year's bills for the month(s) in question. If water bill is greater than \$400.00 compared to the previous year's usage, the customer is eligible for assistance. If this is a new account with no previous year comparable, then an average consumption of all months on the account will be used as the comparator.
- If the difference is less than \$400.00, the account is not eligible for a CAAP. A payment plan, following existing procedures will be offered.
- If the difference is more than \$400.00, an adjustment of no greater than 25 percent of the water usage may be approved by the General Manager (or designee), up to a maximum assistance of \$800.00. The remaining bill is the customer's responsibility to pay. The customer may request a payment plan for the balance.

Fiscal Impact: Potential increase of revenue by eliminating CAAP assistance to non-primary residence customers and vacation rentals.

NON PRIMARY RESIDENT

NAME	ADDRESS	AMOUNT	DATE
Customer #1	Non Primary	\$ 153.80	Jun-17
Customer #2	Non Primary	\$ 619.68	Jul-17
Customer #3	Non Primary	\$ 120.61	Nov-17
Customer #4	Non Primary	\$ 137.37	Mar-18
Customer #5	Non Primary	\$ 283.37	May-18
Customer #6	Non Primary	\$ 411.78	May-18
	TOTAL	\$ 1,726.61	

PRIMARY RESIDENCE

NAME	ADDRESS	AMOUNT	DATE
Customer #1	Primary	\$ 124.62	Jan-17
Customer #2	Primary	\$ 119.30	Jun-17
Customer #3	Primary	\$ 100.83	Jul-17
Customer #4	Primary	\$ 582.71	Sep-17
Customer #5	Primary	\$ 195.43	Sep-17
Customer #6	Primary	\$ 276.61	Oct-17
Customer #7	Primary	\$ 402.96	Nov-17
Customer #8	Primary	\$ 213.36	Nov-17
Customer #9	Primary	\$ 144.07	Nov-17
Customer #10	Primary	\$ 100.06	Nov-17
Customer #11	Primary	\$ 155.12	Dec-17
Customer #12	Primary	\$ 178.73	Dec-17
Customer #13	Primary	\$ 198.62	Dec-17
Customer #14	Primary	\$ 271.41	Dec-17
Customer #15	Primary	\$ 185.82	Jan-18
Customer #16	Primary	\$ 240.81	Jan-18
Customer #17	Primary	\$ 279.62	Feb-18
Customer #18	Primary	\$ 217.61	Mar-18
Customer #19	Primary	\$ 158.00	May-18
	TOTAL	\$ 4,145.69	

JOSHUA BASIN WATER DISTRICT
FINANCE COMMITTEE AGENDA REPORT

Meeting of the Finance Committee

July 11, 2018

Report to: Committee Members

Prepared by: Susan Greer

TOPIC:
3rd QUARTER ENDING 3/31/18 FINANCIAL REPORT

RECOMMENDATION:
Review, make suggestions for any changes and recommend for adoption at the next Board Meeting.

ANALYSIS:
Our 3rd quarterly financial report is attached for fiscal year 17/18. We will discuss the enclosed information in detail at the meeting.

STRATEGIC PLAN ITEM:
N/A

FISCAL IMPACT:
N/A

OTHER IMPACTS:
N/A



JOSHUA BASIN WATER DISTRICT
3rd QUARTER ENDING 3/31/18 FINANCIAL REPORT SUMMARY

CASH FLOW

\$836,735 water bill payments collected during the quarter
 \$210,145 property taxes/assessments collected during the quarter
 \$66,812 spent on CMM debt service
 \$201,290 spent on capital projects during the quarter
 Total cash decreased \$104,488 during the quarter

CASH BALANCES

Total cash as of 3/31/18 is \$9,913,381
 Both Emergency and Opportunity Funds are at their target balances
 Total cash as of 3/31/18 is decreased \$104,488 over last quarter,
 and increased \$590,056 from one year ago

PROPERTY TAX AND ASSESSMENT COLLECTIONS

Tax collections are increased \$29,214 or 1% compared to the prior year

BOARD REPORT

Operating Revenues are 86% of budget, compared to 86% last year
 Water Revenues are 77% of budget, compared to 78% last year
 Operating Expenses are 61% of budget, compared to 57% last year
 Total operating revenues exceed total operating expenses by \$1,545,712

WATER SALES CONSUMPTION STATISTICS

3rd Quarter is historically lowest consumption of the year
 Y-T-D usage through 3/31/18 is 1.63% more than last year
 Y-T-D usage through 3/31/18 is 4.08% more than two years ago
 The top 10 users represent the following types of accounts:

Housing	4,226
Hospital	2,986
Public agency	2,474
Commercial	996
High-use customer	730
	11,412



3rd Quarter Ending 3/31/18 CASH FLOW EXPLANATION

Beginning Cash Balance 1/1/18 **\$10,017,869**

Source of Funds (Revenues)

Total cash received during the quarter from all sources 1,208,389

Water bill and related payments of \$836,735 received from ratepayers

Property Tax/Assessment Payments of \$210,145 received

HDMC Funding of \$86,152 (Reimb \$78K, OH \$8K)

Consumer/Project Deposits of \$21,620 received

Meter Installation/Capacity Fees of \$20,747 received (5 meters)

Interest Revenue of \$27,154 received

Use of Funds (Expenses)

Total use of cash during the quarter for all purposes 1,312,877

Capital costs during the quarter - \$201,290

- Well 14 Rehab - Office Remodel
- Rate Study - Water Model Update
- Local Hazard Mitigation Plan - SCADA upgrades
- Two new Vehicles - Well 14 Soft Start
- Organizational Assessment

Copper Mountain Mesa Assessment District Debt, \$66,812

Other Use of Funds costs indicated are average and typical

Ending Cash Balance 3/31/18 **\$9,913,381**

Total cash decreased during the quarter by \$104,488



P.O. Box 675 * 61750 Chollita Road * Joshua Tree * California 92252
 Phone (760) 366-8438 * Fax (760) 366-9528
 Website: www.jbwd.com * Customer Service: customerservice@jbwd.com

CASH FLOW

January - March 2018

FUND BALANCE AT BEGINNING OF PERIOD		\$ 10,017,869.02
FUNDS PROVIDED BY:		
Water Sales	\$ 830,128.67	
Grant Revenues	-	
Turn On/Special Services Revenue/Misc	6,606.56	
Consumer Deposits	16,065.72	
HDMC WWTP Operations Reimbursement	78,286.67	
HDMC WWTP Operations Overhead Revenue	7,865.00	
Project Deposits	5,554.49	
Property Taxes Received - G.D.	38,058.22	
Property Taxes Received - ID #2	3.58	
Standby Collections - Prior	26,945.31	
Standby Collections - Current	108,874.26	
Property Taxes Received - CMM	36,263.76	
Interest	-	
Water Capacity Charges/Connection Fees	20,747.00	
Wastewater Capacity Charges	-	
Hzone Reimbursement Fees	-	
Interest	27,153.54	
TOTAL SOURCE OF FUNDS	<u>27,153.54</u>	1,208,388.78
FUNDS USED FOR:		
Debt Service	\$ 66,812.35	
Capital Additions	201,289.69	
Operating Expenses	507,165.55	
Total Disbursements	<u>775,267.59</u>	
Bank Transfer Payroll	312,793.63	
Employee Funded Payroll Taxes & CALPERS	144,091.55	
Employer Funded Payroll Taxes & CALPERS	65,831.21	
Employee Funded 457 Transfer	12,043.78	
Employer Funded 457 Annual Transfer	-	
Bank Fees/Charges	2,848.95	
Total Transfers	<u>537,609.12</u>	
TOTAL USE OF FUNDS	<u>537,609.12</u>	1,312,876.71
FUND BALANCE AT END OF PERIOD		\$ <u>9,913,381.10</u>



CASH BALANCES 3/31/18

	Current 3/31/18 <u>TOTAL</u>	LEGALLY RESTRICTED	DISTRICT RESTRICTED	Last Quarter 12/31/2017 <u>Balance</u>	One Year Ago 3/31/17 <u>Balance</u>
Petty Cash	600			600	600
Change Fund	1,500			1,500	1,500
General Fund	329,547			411,188	228,245
Payroll Fund	5,000			5,000	4,930
LAIF Investment Fund	3,679,258			3,717,682	3,601,921
Emergency Fund	1,000,000		1,000,000	1,000,000	1,000,000
Equip & Tech Reserve	487,908		487,908	487,908	375,422
Opportunity Fund	2,000,004		2,000,004	2,000,000	2,000,000
Well & Booster Reserve	382,788		382,788	382,788	274,628
Consumer Deposits	364,987	364,987		344,107	404,710
Water Capacity	193,804	193,804		172,569	133,131
Wastewater Capacity	705,042	705,042		703,053	612,299
Building Reserve	78,040		78,040	78,040	51,000
CMM Redemption	437,005	437,005		466,235	386,784
Reserve	244,850	244,850		244,160	245,137
Prepayment	3,048	3,048		3,039	3,018
TOTAL	9,913,381	1,948,736	3,948,740	10,017,869	9,323,325

Total Cash is decreased \$104,488 from last quarter.

Total Cash is increased \$590,056 from one year ago.



Property Tax and Assessment Revenues and Collections as of 3/31/18

	2017/2018			2016/2017		
	<u>Revenue</u>	<u>Y-T-D Collections</u>	<u>% Collected</u>	<u>Revenue</u>	<u>Y-T-D Collections</u>	<u>% Collected</u>
ID#2	0	189		0	1,016	
General District Taxes	428,000	270,251	63%	420,000	257,126	61%
CMM Assessment District Prior	242,556	157,068 52,932	65%	252,663	149,415 33,849	59%
Standby Assessments Prior	1,140,297	751,686 221,227	66%	1,140,297	733,578 249,155	64%
TOTAL	1,810,853	1,453,353	80%	1,812,960	1,424,139	79%



3rd Quarter Ending 3/31/18 BOARD REPORT SUMMARY

As of March 31, 2018, we are through 75% of the fiscal year

REVENUES

Total Operating Revenues are 86% of budget
 Water Revenues are 77% of budget
 HDMC 52% of budget - only first two quarter billings prepared
 Property Tax Revenues are 100% of budget
 Unbudgeted Development Fees total \$78,897

EXPENSES

	% of budget	
Production	59%	Pumping plant, recharge maint, lab services all under budget
Distribution	66%	Costs tracking appropriately
Customer Service	61%	Costs tracking appropriately
Administration	70%	Costs tracking appropriately
Engineering	75%	Costs tracking appropriately
Finance	65%	Costs tracking appropriately
Human Resources	59%	Costs tracking appropriately
Bonds & Loans	53%	Costs tracking appropriately
HDMC Tmt. Plant	77%	Costs appropriate; billing in arrears
Benefits Allocated	68%	Costs tracking appropriately
Field Allocated	65%	Costs tracking appropriately
Office Allocated	84%	Temp labor fees exceed budget
<hr/>		
TOTAL	61%	

SUMMARY

Total Operating Revenues exceed Total Operating Expenses by \$1,545,712



My *Budget Report (Board Report)

Account Summary

For Fiscal: 2017-2018 Period Ending: 03/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 01 - GENERAL FUND							
Revenue							
Program: 40 - ** REVENUES **							
<u>01-40-41010-FI</u>	METERED WATER SALES	1,818,000.00	1,818,000.00	101,811.59	1,421,157.54	-396,842.46	78.17 %
<u>01-40-41012-FI</u>	ALLOW FOR CAAP/BILLING ADJ	0.00	0.00	-354.98	-5,158.93	-5,158.93	0.00 %
<u>01-40-41015-FI</u>	BASIC FEES	1,463,292.00	1,463,292.00	122,881.47	1,107,048.52	-356,243.48	75.65 %
<u>01-40-41016-FI</u>	BASIC FEES - LOCKED/PULLED	296,986.00	296,986.00	22,656.15	210,004.42	-86,981.58	70.71 %
<u>01-40-41030-FI</u>	PRIVATE FIRE PROTECTION SERV.	22,271.00	22,271.00	1,855.88	16,702.92	-5,568.08	75.00 %
<u>01-40-41040-FI</u>	SPECIAL SERVICES REVENUE	115,225.00	115,225.00	10,576.35	108,736.69	-6,488.31	94.37 %
<u>01-40-41045-FI</u>	HDMC WWTP OPERATIONS REIMB	163,255.00	163,255.00	0.00	85,086.32	-78,168.68	52.12 %
<u>01-40-41046-FI</u>	HDMC WWTP OVERHEAD/FEES RE	36,732.38	36,732.38	0.00	19,144.42	-17,587.96	52.12 %
<u>01-40-42100-FI</u>	STANDBY REVENUE-CURRENT	1,140,296.99	1,140,296.99	0.00	1,154,601.11	14,304.12	101.25 %
<u>01-40-43000-FI</u>	PROPERTY TAX REVENUE - G.D.	428,000.00	428,000.00	0.00	441,401.94	13,401.94	103.13 %
<u>01-40-43010-FI</u>	AD VALOREM REVENUE - ID #2	0.00	0.00	1.77	188.87	188.87	0.00 %
<u>01-40-43020-FI</u>	ASSESSMENT REVENUE - CMM	242,556.48	242,556.48	0.00	256,240.53	13,684.05	105.64 %
<u>01-40-44010-FI</u>	WATER CAPACITY CHARGES	0.00	0.00	8,414.00	59,259.00	59,259.00	0.00 %
<u>01-40-44020-FI</u>	PLAN CHECK/INSPECTION FEES	0.00	0.00	660.00	660.00	660.00	0.00 %
<u>01-40-44030-FI</u>	METER INSTALLATION FEES	0.00	0.00	-6,963.96	12,970.04	12,970.04	0.00 %
<u>01-40-44035-FI</u>	METER REPAIR REVENUE	0.00	0.00	-238.66	3,504.78	3,504.78	0.00 %
<u>01-40-44050-FI</u>	WASTEWATER CAPACITY CHARGES	0.00	0.00	-4,207.00	6,008.00	6,008.00	0.00 %
<u>01-40-46121-FI</u>	GRANT REVENUE - LOCAL (MWA)	0.00	0.00	0.00	145.76	145.76	0.00 %
<u>01-40-47000-FI</u>	MISCELLANEOUS REVENUE	11,656.00	11,656.00	402.40	2,472.30	-9,183.70	21.21 %
<u>01-40-47002-FI</u>	INTEREST REVENUE - G.D.	37,028.00	37,028.00	0.00	50,576.93	13,548.93	136.59 %
<u>01-40-47010-FI</u>	GAIN/LOSS ON SALE OF ASSETS	0.00	0.00	0.00	-788.07	-788.07	0.00 %
<u>01-40-47030-FI</u>	DEMO GARDEN SALES (SALES TAXA	0.00	0.00	184.91	184.91	184.91	0.00 %
<u>01-40-47040-FI</u>	DEMO GARDEN DONATIONS	0.00	0.00	0.00	207.87	207.87	0.00 %
	Program: 40 - ** REVENUES ** Total:	5,775,298.85	5,775,298.85	257,679.92	4,950,355.87	-824,942.98	85.72 %
	Revenue Total:	5,775,298.85	5,775,298.85	257,679.92	4,950,355.87	-824,942.98	85.72 %
Expense							
Program: 01 - ** PRODUCTION **							
<u>01-01-5-01-01118-FI</u>	PRODUCTION SALARY	327,757.00	327,757.00	18,847.61	195,662.15	132,094.85	59.70 %
<u>01-01-5-01-02205-RL</u>	WATER TREATMENT EXPENSE	11,000.00	11,000.00	0.00	3,605.80	7,394.20	32.78 %
<u>01-01-5-01-02210-RL</u>	SMALL TOOLS - PRODUCTION	6,000.00	10,000.00	1,053.44	12,946.02	-2,946.02	129.46 %
<u>01-01-5-01-03102-GM</u>	WATER RECHARGE PURCHASE	286,500.00	0.00	0.00	0.00	0.00	0.00 %
<u>01-01-5-01-03105-GM</u>	WATER SUPPLY MONITORING	96,925.00	64,325.00	7,376.59	25,226.44	39,098.56	39.22 %
<u>01-01-5-01-03108-RL</u>	RECHARGE MAINT/REPAIR	25,000.00	25,000.00	0.00	650.00	24,350.00	2.60 %
<u>01-01-5-01-03111-D/P</u>	EQUIPMENT RENTAL	6,200.00	0.00	0.00	0.00	0.00	0.00 %
<u>01-01-5-01-03115-RL</u>	PUMPING PLANT REPAIR & MAINT.	100,000.00	100,000.00	1,906.85	33,150.76	66,849.24	33.15 %
<u>01-01-5-01-03120-RL</u>	TANK & RESERVOIR MAINTENANCE	45,000.00	45,000.00	0.00	10,616.96	34,383.04	23.59 %
<u>01-01-5-01-03207-RL</u>	GENERATOR (LARGE) REPAIR & MA	27,000.00	27,000.00	0.00	14,017.25	12,982.75	51.92 %
<u>01-01-5-01-04004-RL</u>	LABORATORY SERVICES	29,900.00	28,400.00	2,512.00	6,987.25	21,412.75	24.60 %
<u>01-01-5-01-06105-RL</u>	POWER FOR PUMPING (ELECTRIC)	330,000.00	330,000.00	26,478.68	243,979.28	86,020.72	73.93 %
<u>01-01-5-01-06501-RL</u>	TELEMETRY / SCADA EXPENSE	15,000.00	15,000.00	0.00	690.00	14,310.00	4.60 %
<u>01-01-5-01-07002-AGM</u>	RIGHT OF WAY	16,000.00	16,000.00	0.00	15,885.74	114.26	99.29 %
<u>01-01-5-01-98001-FI</u>	EE BENEFITS ALLOCATED	224,458.68	224,458.68	53,230.54	152,359.84	72,098.84	67.88 %
<u>01-01-5-01-98002-FI</u>	FIELD EXPENSES ALLOCATED	64,073.90	62,082.90	14,435.66	40,150.95	21,931.95	64.67 %
	Program: 01 - ** PRODUCTION ** Total:	1,610,814.58	1,286,023.58	125,841.37	755,928.44	530,095.14	58.78 %
Program: 02 - ** DISTRIBUTION **							
<u>01-02-5-02-01130-FI</u>	DISTRIBUTION SALARY	451,766.00	451,766.00	31,592.94	279,673.97	172,092.03	61.91 %
<u>01-02-5-02-02211-JC</u>	SMALL TOOLS - DISTRIBUTION	11,000.00	19,500.00	144.17	18,007.52	1,492.48	92.35 %
<u>01-02-5-02-02920-FI</u>	INVENTORY-OVER & SHORT	7,445.00	7,445.00	0.00	-1,380.55	8,825.55	-18.54 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<u>01-02-5-02-03106-JC</u>	MAINLINE AND LEAK REPAIR	90,000.00	90,000.00	8,679.76	78,752.37	11,247.63	87.50 %
<u>01-02-5-02-03130-JC</u>	CROSS CONNECTION CONTROL EXP	3,000.00	3,000.00	25.56	1,077.60	1,922.40	35.92 %
<u>01-02-5-02-03206-JC</u>	TRACTOR REPAIR / MAINT.	9,000.00	9,000.00	0.00	1,348.21	7,651.79	14.98 %
<u>01-02-5-02-04005-JC</u>	UTILITY LOCATING (DIG ALERT)	14,000.00	14,000.00	1,157.87	13,538.13	461.87	96.70 %
<u>01-02-5-02-98001-FI</u>	EE BENEFITS ALLOCATED	321,665.21	321,665.21	76,283.16	218,342.47	103,322.74	67.88 %
<u>01-02-5-02-98002-FI</u>	FIELD EXPENSES ALLOCATED	91,895.04	89,039.54	20,703.68	57,584.65	31,454.89	64.67 %
Program: 02 - ** DISTRIBUTION ** Total:		999,771.25	1,005,415.75	138,587.14	666,944.37	338,471.38	66.34 %
Program: 03 - ** CUSTOMER SERVICE **							
<u>01-03-5-03-01107-FI</u>	FIELD SALARY - CUSTOMER SERVICE	65,741.00	65,741.00	5,154.22	43,325.24	22,415.76	65.90 %
<u>01-03-5-03-01114-FI</u>	OFFICE SALARY - CUSTOMER SERV.	122,499.00	122,499.00	7,145.84	62,942.15	59,556.85	51.38 %
<u>01-03-5-03-03100-AGM</u>	METER INSTALLATION EXPENSE	0.00	0.00	0.00	3,030.15	-3,030.15	0.00 %
<u>01-03-5-03-03107-AGM</u>	METER SERVICE REPAIR	93,921.00	93,921.00	15,344.91	55,792.97	38,128.03	59.40 %
<u>01-03-5-03-07010-AGM</u>	BAD DEBT	31,680.00	31,680.00	0.00	0.00	31,680.00	0.00 %
<u>01-03-5-03-07015-AGM</u>	CUSTOMER SERVICE - OTHER	37,449.00	37,449.00	600.43	32,483.09	4,965.91	86.74 %
<u>01-03-5-03-98001-FI</u>	EE BENEFITS ALLOCATED	94,224.04	94,224.04	22,345.30	63,958.14	30,265.90	67.88 %
<u>01-03-5-03-98002-FI</u>	FIELD EXPENSES ALLOCATED	4,939.90	4,786.40	1,112.94	3,095.51	1,690.89	64.67 %
<u>01-03-5-03-98003-FI</u>	OFFICE EXPENSE ALLOCATED	38,549.02	38,549.02	12,650.29	32,355.74	6,193.28	83.93 %
Program: 03 - ** CUSTOMER SERVICE ** Total:		489,002.96	488,849.46	64,353.93	296,982.99	191,866.47	60.75 %
Program: 04 - ** ADMINISTRATION **							
<u>01-04-5-04-01108-FI</u>	ADMINISTRATION SALARY	322,982.00	322,982.00	37,370.09	232,606.29	90,375.71	72.02 %
<u>01-04-5-04-01115-FI</u>	SAFETY SALARY	8,640.00	8,640.00	978.46	6,063.06	2,576.94	70.17 %
<u>01-04-5-04-01121-FI</u>	DIRECTORS SALARY	31,253.40	31,253.40	2,951.71	20,835.60	10,417.80	66.67 %
<u>01-04-5-04-01210-GM</u>	DIRECTORS / C.A.C. EDUCATION	10,000.00	10,000.00	578.97	10,463.05	-463.05	104.63 %
<u>01-04-5-04-07008-EXA</u>	BUSINESS EXPENSE	6,700.00	6,700.00	133.45	3,015.13	3,684.87	45.00 %
<u>01-04-5-04-07014-GM</u>	PUBLIC INFORMATION	69,240.00	69,240.00	11,647.78	51,260.69	17,979.31	74.03 %
<u>01-04-5-04-07016-EXA</u>	MEMBERSHIP, DUES & SUBSCRIPT	27,000.00	27,000.00	250.00	27,389.00	-389.00	101.44 %
<u>01-04-5-04-07020-GM</u>	WATER CONSERVATION EXPENSE	44,000.00	24,000.00	0.00	7,035.25	16,964.75	29.31 %
<u>01-04-5-04-07025-GM</u>	LEGAL SERVICES - NON-PERSONNEL	80,000.00	80,000.00	6,118.00	37,450.00	42,550.00	46.81 %
<u>01-04-5-04-07218-GM</u>	SAFETY EXPENSE (EQUIP & SUPPLIE	15,000.00	15,000.00	400.00	3,367.06	11,632.94	22.45 %
<u>01-04-5-04-07219-GM</u>	EMERGENCY PREPAREDNESS	5,000.00	5,000.00	0.00	5,504.48	-504.48	110.09 %
<u>01-04-5-04-07401-AGM</u>	PROPERTY INSURANCE	72,800.00	72,800.00	17,796.62	52,062.97	20,737.03	71.52 %
<u>01-04-5-04-98001-FI</u>	EE BENEFITS ALLOCATED	224,458.68	224,458.68	53,230.54	152,359.84	72,098.84	67.88 %
<u>01-04-5-04-98003-FI</u>	OFFICE EXPENSE ALLOCATED	110,517.89	110,517.89	36,267.66	92,762.11	17,755.78	83.93 %
Program: 04 - ** ADMINISTRATION ** Total:		1,027,591.97	1,007,591.97	167,723.28	702,174.53	305,417.44	69.69 %
Program: 05 - ** ENGINEERING **							
<u>01-05-5-05-01109-FI</u>	ENGINEERING/GIS/IT SALARY	93,133.00	93,133.00	7,976.67	76,302.51	16,830.49	81.93 %
<u>01-05-5-05-02305-ENG</u>	MAPS/DRAFTING SUPPLIES	1,215.80	1,215.80	325.13	1,922.66	-706.86	158.14 %
<u>01-05-5-05-04006-ENG</u>	PLAN CHECK / INSPECTION	0.00	0.00	18.71	5,740.05	-5,740.05	0.00 %
<u>01-05-5-05-04008-GM</u>	ENGINEERING CONTRACT SERVICES	45,000.00	45,000.00	0.00	23,089.56	21,910.44	51.31 %
<u>01-05-5-05-98001-FI</u>	EE BENEFITS ALLOCATED	64,730.70	64,730.70	15,350.93	43,938.42	20,792.28	67.88 %
<u>01-05-5-05-98003-FI</u>	OFFICE EXPENSE ALLOCATED	32,698.55	32,698.55	10,730.39	27,445.21	5,253.34	83.93 %
Program: 05 - ** ENGINEERING ** Total:		236,778.05	236,778.05	34,401.83	178,438.41	58,339.64	75.36 %
Program: 06 - ** FINANCE **							
<u>01-06-5-06-01101-FI</u>	FINANCE SALARY	248,876.00	248,876.00	16,623.99	145,865.04	103,010.96	58.61 %
<u>01-06-5-06-04009-AGM</u>	ACCOUNTING/AUDIT SERVICES	24,600.00	24,600.00	0.00	11,500.00	13,100.00	46.75 %
<u>01-06-5-06-07001-AGM</u>	FINANCE - OTHER	22,315.00	22,315.00	1,752.55	16,205.35	6,109.65	72.62 %
<u>01-06-5-06-98001-FI</u>	EE BENEFITS ALLOCATED	157,408.28	157,408.28	37,329.49	106,846.84	50,561.44	67.88 %
<u>01-06-5-06-98003-FI</u>	OFFICE EXPENSE ALLOCATED	79,448.92	79,448.92	26,072.04	66,684.68	12,764.24	83.93 %
Program: 06 - ** FINANCE ** Total:		532,648.20	532,648.20	81,778.07	347,101.91	185,546.29	65.17 %
Program: 07 - ** HUMAN RESOURCES **							
<u>01-07-5-07-01102-FI</u>	PERSONNEL SALARY	40,745.00	40,745.00	2,996.42	24,560.79	16,184.21	60.28 %
<u>01-07-5-07-01215-HR</u>	EMPLOYEE TRAINING	24,598.00	24,598.00	2,202.20	17,103.48	7,494.52	69.53 %
<u>01-07-5-07-01905-HR</u>	EMPLOYMENT RECRUITING EXPEN	5,000.00	5,000.00	40.85	3,487.20	1,512.80	69.74 %
<u>01-07-5-07-01910-HR</u>	LABOR LEGAL FEES	30,000.00	30,000.00	349.00	16,819.30	13,180.70	56.06 %
<u>01-07-5-07-01915-HR</u>	PERSONNEL - OTHER	10,440.00	10,440.00	0.00	907.35	9,532.65	8.69 %
<u>01-07-5-07-98001-FI</u>	EE BENEFITS ALLOCATED	17,673.91	17,673.91	4,191.38	11,996.83	5,677.08	67.88 %
<u>01-07-5-07-98003-FI</u>	OFFICE EXPENSE ALLOCATED	5,930.62	5,930.62	1,946.19	4,977.80	952.82	83.93 %

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Program: 07 - ** HUMAN RESOURCES ** Total:	134,387.53	134,387.53	11,726.04	79,852.75	54,534.78	59.42 %
Program: 09 - ** BONDS, LOANS & NON-OP EXP **						
<u>01-09-5-09-08115-FI</u> CMM PRINCIPLE	107,000.00	107,000.00	0.00	107,000.00	0.00	100.00 %
<u>01-09-5-09-08120-FI</u> MORONGO BASIN PIPELINE	219,594.51	219,594.51	0.00	0.00	219,594.51	0.00 %
<u>01-09-5-09-08215-FI</u> INTEREST EXPENSE - CMM	136,057.50	136,057.50	66,812.35	136,032.20	25.30	99.98 %
<u>01-09-5-09-08315-FI</u> ID #2 BONDS COLLECTION CHARGE	0.00	0.00	0.00	0.03	-0.03	0.00 %
<u>01-09-5-09-08320-FI</u> GENERAL TAX COLLECTION CHARG	653.00	653.00	12.81	671.40	-18.40	102.82 %
<u>01-09-5-09-08325-FI</u> ADMINISTRATION - CMM	10,299.00	10,299.00	0.00	8,325.79	1,973.21	80.84 %
Program: 09 - ** BONDS, LOANS & NON-OP EXP ** Total:	473,604.01	473,604.01	66,825.16	252,029.42	221,574.59	53.22 %
Program: 20 - ** HDMC TREATMENT PLANT (Reimbursable) **						
<u>01-20-5-20-03101-DWR</u> HDMC: OTHER	66,435.00	66,435.00	0.00	36,818.91	29,616.09	55.42 %
<u>01-20-5-20-04100-DWR</u> HDMC: CONTRACTED OPERATION	76,220.00	76,220.00	3,489.51	82,967.84	-6,747.84	108.85 %
<u>01-20-5-20-06100-DWR</u> HDMC: PUMPING POWER	20,600.00	20,600.00	823.24	5,403.47	15,196.53	26.23 %
Program: 20 - ** HDMC TREATMENT PLANT (Reimbursable) ** To	163,255.00	163,255.00	4,312.75	125,190.22	38,064.78	76.68 %
Program: 42 - ** RESERVE & OTHER FUNDING-OP**						
<u>01-42-5-99-00010-FI</u> %BUILDING RES (OP Funded)	27,040.00	27,040.00	0.00	0.00	27,040.00	0.00 %
<u>01-42-5-99-00100-AGM</u> %EQUIP&TECH RES (OP Funded)	112,486.00	112,486.00	0.00	0.00	112,486.00	0.00 %
<u>01-42-5-99-00200-AGM</u> %WELL/BOOSTER/TANKS RES (OP	108,160.00	108,160.00	0.00	0.00	108,160.00	0.00 %
Program: 42 - ** RESERVE & OTHER FUNDING-OP** Total:	247,686.00	247,686.00	0.00	0.00	247,686.00	0.00 %
Program: 51 - ** BENEFITS ALLOCATED TO DEPTS **						
<u>01-51-5-51-01211-FI</u> COMPENSATED LEAVE	238,825.00	238,825.00	15,340.59	192,043.57	46,781.43	80.41 %
<u>01-51-5-51-01216-FI</u> CAFETERIA PLAN EXPENSE	448,800.00	448,800.00	36,297.62	303,662.08	145,137.92	67.66 %
<u>01-51-5-51-01220-FI</u> GROUP INSURANCE EXPENSE	11,555.00	11,555.00	998.00	9,299.61	2,255.39	80.48 %
<u>01-51-5-51-01225-FI</u> WORKERS COMPENSATION INSUR	64,927.00	64,927.00	0.00	17,469.76	47,457.24	26.91 %
<u>01-51-5-51-01230-FI</u> RETIREMENT: PERS Classic 2%@55	159,588.00	159,588.00	10,203.35	99,369.61	60,218.39	62.27 %
<u>01-51-5-51-01231-FI</u> RETIREMENT: PERS Tier 2 2%@62	19,802.55	19,802.55	2,055.84	16,294.27	3,508.28	82.28 %
<u>01-51-5-51-01232-FI</u> RETIREMENT: PERS - TEMP	2,795.95	2,795.95	479.10	1,575.33	1,220.62	56.34 %
<u>01-51-5-51-01233-FI</u> RETIREMENT - 457 CONTRIBUTION	15,050.00	15,050.00	441.70	3,628.80	11,421.20	24.11 %
<u>01-51-5-51-01305-FI</u> PAYROLL TAXES	143,276.00	143,276.00	12,468.15	106,459.35	36,816.65	74.30 %
<u>01-51-5-51-98000-FI</u> ALLOCATED EXPENSES - BENEFITS	-1,104,619.50	-1,104,619.50	-261,961.34	-749,802.38	-354,817.12	67.88 %
Program: 51 - ** BENEFITS ALLOCATED TO DEPTS ** Total:	0.00	0.00	-183,676.99	0.00	0.00	0.00 %
Program: 52 - ** FIELD ALLOCATED TO DEPTS **						
<u>01-52-5-52-01240-D/P</u> UNIFORMS (FIELD)	8,800.00	8,800.00	0.00	6,689.08	2,110.92	76.01 %
<u>01-52-5-52-02206-D/P</u> SHOP EXPENSE - COMBINED	15,100.00	15,100.00	2,567.47	15,202.05	-102.05	100.68 %
<u>01-52-5-52-02212-D/P</u> SMALL TOOLS EXPENSE - COMBINE	10,800.00	10,800.00	0.00	3,487.25	7,312.75	32.29 %
<u>01-52-5-52-03205-D/P</u> TOOL / EQUIP REPAIR	5,000.00	0.00	164.16	1,814.61	-1,814.61	0.00 %
<u>01-52-5-52-03905-D/P</u> BUILDING REPAIR/MAINT-SHOP/SI	17,900.00	24,100.00	738.50	6,212.87	17,887.13	25.78 %
<u>01-52-5-52-05005-D/P</u> FUEL-VEHICLES	30,000.00	30,000.00	0.00	23,100.17	6,899.83	77.00 %
<u>01-52-5-52-05010-D/P</u> AUTO EXPENSE - FIELD	25,000.00	25,000.00	755.36	7,085.04	17,914.96	28.34 %
<u>01-52-5-52-05015-FI</u> EQUIPMENT CLEARING ACCOUNT	0.00	0.00	0.00	-299.36	299.36	0.00 %
<u>01-52-5-52-06305-ENG</u> COMMUNICATIONS	28,308.84	28,308.84	1,797.69	11,055.64	17,253.20	39.05 %
<u>01-52-5-52-07009-D/P</u> REGULATORY-PERMITS, FEES, CERT	20,000.00	20,000.00	11,178.00	26,483.76	-6,483.76	132.42 %
<u>01-52-5-52-98000-FI</u> ALLOCATED EXPENSES - FIELD	-160,908.84	-155,908.84	-36,252.28	-100,831.11	-55,077.73	64.67 %
Program: 52 - ** FIELD ALLOCATED TO DEPTS ** Total:	0.00	6,200.00	-19,051.10	0.00	6,200.00	0.00 %
Program: 53 - ** OFFICE ALLOCATED TO DEPTS **						
<u>01-53-5-53-01405-HR</u> TEMPORARY LABOR FEES	20,000.00	20,000.00	5,393.92	43,042.66	-23,042.66	215.21 %
<u>01-53-5-53-02105-EXA</u> OFFICE SUPPLIES	38,740.00	38,740.00	5,993.09	32,138.91	6,601.09	82.96 %
<u>01-53-5-53-02110-EXA</u> POSTAGE	30,481.00	30,481.00	4,004.60	24,062.00	6,419.00	78.94 %
<u>01-53-5-53-03906-AGM</u> BUILDING REPAIR/MAINT - OFFICE	20,000.00	20,000.00	885.78	7,542.40	12,457.60	37.71 %
<u>01-53-5-53-04015-AGM</u> COMPUTER SOFTWARE & SUPPOR	86,995.00	86,995.00	20,952.12	69,534.19	17,460.81	79.93 %
<u>01-53-5-53-05010-AGM</u> AUTO EXPENSE - OFFICE	5,943.00	5,943.00	57.77	2,636.35	3,306.65	44.36 %
<u>01-53-5-53-06205-AGM</u> TELEPHONE AND UTILITIES	64,986.00	64,986.00	4,921.50	45,269.03	19,716.97	69.66 %
<u>01-53-5-53-98000-FI</u> ALLOCATED EXPENSES - OFFICE	-267,145.00	-267,145.00	-87,666.57	-224,225.54	-42,919.46	83.93 %
Program: 53 - ** OFFICE ALLOCATED TO DEPTS ** Total:	0.00	0.00	-45,457.79	0.00	0.00	0.00 %
Expense Total:	5,915,539.55	5,582,439.55	447,363.69	3,404,643.04	2,177,796.51	60.99 %

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 01 - GENERAL FUND Surplus (Deficit):	-140,240.70	192,859.30	-189,683.77	1,545,712.83	1,352,853.53	801.47 %
Report Surplus (Deficit):	-140,240.70	192,859.30	-189,683.77	1,545,712.83	1,352,853.53	801.47 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	-140,240.70	192,859.30	-189,683.77	1,545,712.83	1,352,853.53
Report Surplus (Deficit):	-140,240.70	192,859.30	-189,683.77	1,545,712.83	1,352,853.53



Water Sales Consumption Statistics as of 3/31/18

Consumption - 12 months ending:	CURRENT 3/31/2018	PRIOR 1 3/31/2017	PRIOR 2 3/31/2016
CCF	521,592	513,216	501,142
Gallons	390,150,816	383,885,568	374,854,216
Acre Feet	1,197	1,178	1,150
Change/PY	1.63%	2.41%	
	increase	increase	
Change 2016 - 2018			4.08% increase

CONSUMPTION RANKING - TOP TEN - Quarter Ending 3/31/18

<u>Ranking</u>	<u>Account Name</u>	<u>Consumption (CCF)</u>
1	Quail Springs Village Apartments	2,655
2	Hi-Desert Medical Center	2,206
3	Morongo Unified School District	1,105
4	Joshua Tree Laundry	996
5	Yucca Trails Apartments	805
6	Hi-Desert Medical Center (CC)	780
7	Lazy H Mobile Home Park	766
8	High-use Residential Customer	730
9	JT Park & Recreation	730
10	San Bern County Office	639
		<hr/> 11,412

Breakdown of Top Ten Users by type:

Housing (multi-unit)	4,226
Hospital/Medical	2,986
Public agency	2,474
Commercial	996
Customer	730
	<hr/> 11,412