



**MEETING OF THE BOARD OF DIRECTORS  
WEDNESDAY, JUNE 16, 2021, AT 5:30 P.M.  
61750 CHOLLITA ROAD, JOSHUA TREE, CA 92252**

Due to COVID-19 and the Governor's Executive Order #N-29-20  
there will be **no public location** to attend in person.

This meeting will be streamed on Zoom at:

<https://us02web.zoom.us/j/88550062289?pwd=YU02akViWGE3aXgzQ1l6WnNwRnk5QT09>

Or you may join by phone at 1-253-215-8782, Meeting ID: 88550062289 Passcode: 088610

Members of the public, who wish to comment on any item on the agenda, may submit comments by emailing them to Beverly Waszak at [bwaszak@jbwd.com](mailto:bwaszak@jbwd.com) two hours prior to the start of the meeting so the comments may be distributed to the Board of Directors. Written comments shall follow the three-minute prescribed time limit when read during the meeting and will become part of the Board meeting minutes.

## **AGENDA**

1. **CALL TO ORDER -**
2. **PLEDGE OF ALLEGIANCE -**
3. **DETERMINATION OF A QUORUM (ROLL CALL) -**
4. **APPROVAL OF AGENDA -**
5. **PUBLIC COMMENT -** This is the time set aside for public comment on any District-related matter not appearing on the agenda. Government Code prohibits the Board from taking action on these items, but they may be referred to for future consideration. Please state your name and limit your comments to 3 minutes.
6. **CONSENT CALENDAR –**
  - April 2021 Check Register (reviewed by the Finance Committee on June 9, 2021).
  - Draft minutes of the Board of Directors meeting on May 19, 2021 and the Special Board of Directors meeting on May 27, 2021.
7. **BUDGET REVIEW AND APPROVAL –** Anne Roman, Director of Finance – The proposed Budget has been reviewed at the 5/11/21 Finance Committee, 5/19/2021 Board of Directors meeting, 5/27/2021 Special Board of Directors meeting, and the 6/09/2021 Finance Committee, therefore, it is recommended that the Board of Directors, review and/or approve the 20/21 revised Budget and 21/22 Budget.
8. **NEW FACILITIES AD-HOC COMMITTEE –** Recommend that President Unger select two Board members to represent the Board of Directors at the New Facilities Ad-Hoc Committee meetings.

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Pages 14-18

Pages 19-34

9. **GENERAL MANAGER REPORT** – Mark Ban, General Manager
10. **DIRECTOR MEETING REPORTS** –
- Kathleen Radnich, Public Information Consultant
  - Morongo Basin Pipeline Commission – May 20, 2021- Vice President Floen
  - Mojave Water Agency Board of Directors Meeting – May 27, 2021 – President Unger
  - JBWD Legislative & Public Information Committee – June 2, 2021 – President Unger & Director Jarlsberg
  - Mojave Water Agency Technical Advisory Committee (TAC) – June 3, 2021 – President Unger
  - JBWD Finance Committee – June 9, 2021 – President Unger and Vice President Floen
  - JBWD Water Resources & Operations Committee – June 9, 2021 - Director Reynolds and Director Doolittle
  - Mojave Water Agency Board of Directors Meeting – June 10, 2021 – Director Doolittle
11. **DIRECTOR COMMENTS** – This is an opportunity for Board Members to make general comments concerning District business only.
- Director Doolittle
  - Director Jarlsberg
  - Director Reynolds
  - Vice President Floen
  - President Unger
12. **FUTURE DIRECTOR MEETINGS** –
- JBWD Special Board of Directors Meeting – June 23, 2021, at 5:30 p.m. – Public Hearing to consider the Water Availability (Standby ) charges for fiscal year 2021/22.
  - Mojave Water Agency Board of Directors Meeting – June 24, 202, at 9:30 a.m. – Vice President Floen
  - JBWD Board of Directors Meeting – July 7, 2021, at 5:30 p.m.
  - Mojave Water Agency Board of Directors Meeting – July 8, 2021, at 9:30 a.m. – Director Jarlsberg
13. **CLOSED SESSION – CONFERENCE WITH LABOR NEGOTIATORS -**  
At this time, the Board of Directors will adjourn to Closed Session with Agency designated representatives: Mark Ban, General Manager and Sarah Johnson, Director of Administration, Employee organization: Management, Supervisory, Confidential (“MSC”) Group
- RETURN TO OPEN SESSION –**
- REPORT ON CLOSED SESSION** – Jeff Hoskinson, Legal Counsel
14. **ADJOURNMENT -**

# \*Check Report JBWD

By Check Number

Joshua Basin Water District

Date Range: 04/01/2021 - 04/30/2021

| 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 |        |
| <b>Bank Code: AP-AP Cash</b> |   |              |  |                 |                |        |
| 013014                       | KJELL HAGEN                               | 04/07/2021   | Regular                                  | 0.00            | -238.14        | 63076  |
| 013922                       | ALAN SCHWARTZ                             | 04/07/2021   | Regular                                  | 0.00            | 31.75          | 63131  |
| <u>AS040621</u>              | Invoice                                   | 04/07/2021   | STANDBY REFUND - 0607-151-09-0-000       | 0.00            | 31.75          |        |
| 000214                       | BABCOCK LABORATORIES, INC.                | 04/07/2021   | Regular                                  | 0.00            | 898.00         | 63132  |
| <u>CC12159-2287</u>          | Invoice                                   | 04/07/2021   | HDMC WWTP - SAMPLING                     | 0.00            | 217.00         |        |
| <u>CC12510-2287</u>          | Invoice                                   | 04/07/2021   | SAMPLING                                 | 0.00            | 102.00         |        |
| <u>CD10095-2287</u>          | Invoice                                   | 04/07/2021   | HDMC WWTP - SAMPLING                     | 0.00            | 217.00         |        |
| <u>CD10331-2287</u>          | Invoice                                   | 04/07/2021   | SAMPLING                                 | 0.00            | 252.00         |        |
| <u>CD10337-2287</u>          | Invoice                                   | 04/07/2021   | SAMPLING                                 | 0.00            | 42.00          |        |
| <u>CD10384-2287</u>          | Invoice                                   | 04/07/2021   | SAMPLING                                 | 0.00            | 68.00          |        |
| 001560                       | CENTURY FORMS                             | 04/07/2021   | Regular                                  | 0.00            | 951.86         | 63133  |
| <u>3259-7</u>                | Invoice                                   | 04/07/2021   | #10 WINDOW ENVELOPES                     | 0.00            | 951.86         |        |
| 013838                       | CALIFORNIA ASSOCIATION OF MUTUAL WATER CC | 04/07/2021   | Regular                                  | 0.00            | 5,000.00       | 63134  |
| <u>045</u>                   | Invoice                                   | 04/07/2021   | COMMUNITY WATER SYSTEMS ALLIANCE - P...  | 0.00            | 5,000.00       |        |
| 001555                       | CENTRATEL LLC                             | 04/07/2021   | Regular                                  | 0.00            | 505.61         | 63135  |
| <u>210402252101</u>          | Invoice                                   | 04/07/2021   | DISPATCH SERVICES - APR 21               | 0.00            | 505.61         |        |
| 013365                       | IMAGE SOURCE                              | 04/07/2021   | Regular                                  | 0.00            | 236.46         | 63136  |
| <u>25AR1258061</u>           | Invoice                                   | 04/07/2021   | OFFICE EXPENSE 3/5/21 - 3/30/21          | 0.00            | 121.56         |        |
| <u>25AR1259311</u>           | Invoice                                   | 04/07/2021   | SHOP EXPENSE 3/01/21 - 3/31/21           | 0.00            | 114.90         |        |
| 013373                       | CORE & MAIN LP                            | 04/07/2021   | Regular                                  | 0.00            | 10,536.51      | 63137  |
| <u>N853269</u>               | Invoice                                   | 04/07/2021   | MAINLINE/LEAK REPAIR SUPPLIES            | 0.00            | 1,216.33       |        |
| <u>N862295</u>               | Invoice                                   | 04/07/2021   | INVENTORY/MAINLINE/LEAK REPAIR SUPPLI... | 0.00            | 3,799.55       |        |
| <u>N920468</u>               | Credit Memo                               | 04/07/2021   | CREDIT: MAINLINE/LEAK REPAIR SUPPLIES    | 0.00            | -283.81        |        |
| <u>N923903</u>               | Invoice                                   | 04/07/2021   | INVENTORY                                | 0.00            | 1,793.23       |        |
| <u>N925312</u>               | Invoice                                   | 04/07/2021   | INVENTORY                                | 0.00            | 2,650.11       |        |
| <u>N931609</u>               | Invoice                                   | 04/07/2021   | MAINLINE/LEAK REPAIR SUPPLIES            | 0.00            | 1,361.10       |        |
| 013376                       | DE NORA HOLDINGS IS, INC.                 | 04/07/2021   | Regular                                  | 0.00            | 42,654.99      | 63138  |
| <u>9200041243</u>            | Invoice                                   | 04/07/2021   | WELL 14 4-LOG TREATMENT SUPPLIES         | 0.00            | 42,654.99      |        |
| VEN01466                     | FEDAK & BROWN LLP                         | 04/07/2021   | Regular                                  | 0.00            | 1,119.00       | 63139  |
| <u>FB033121</u>              | Invoice                                   | 04/07/2021   | FINANCIAL AUDIT 20/21 - MAR 21           | 0.00            | 1,119.00       |        |
| 013222                       | FRONTIER COMMUNICATIONS INC.              | 04/07/2021   | Regular                                  | 0.00            | 205.67         | 63140  |
| <u>FC0421</u>                | Invoice                                   | 04/07/2021   | HDMC WWTP - TELEPHONE                    | 0.00            | 205.67         |        |
| 000058                       | GARDA CL WEST, INC.                       | 04/07/2021   | Regular                                  | 0.00            | 844.97         | 63141  |
| <u>10628596</u>              | Invoice                                   | 04/07/2021   | COURIER FEES - APR 21                    | 0.00            | 844.97         |        |
| 013840                       | GOVOFFICE LLC                             | 04/07/2021   | Regular                                  | 0.00            | 4,805.00       | 63142  |
| <u>INV209077</u>             | Invoice                                   | 04/07/2021   | WEBSITE HOSTING 2021                     | 0.00            | 4,805.00       |        |
| 003950                       | GRANITE CONSTRUCTION CO                   | 04/07/2021   | Regular                                  | 0.00            | 324.33         | 63143  |
| <u>1977821</u>               | Invoice                                   | 04/07/2021   | SADDLEBACK: 3/8" COLD MIX                | 0.00            | 324.33         |        |
| 004152                       | HI-DESERT STAR                            | 04/07/2021   | Regular                                  | 0.00            | 1,490.00       | 63144  |
| <u>35442</u>                 | Invoice                                   | 04/07/2021   | ADVERTISING: SPRING PLANT SALE           | 0.00            | 1,020.00       |        |
| <u>35443</u>                 | Invoice                                   | 04/07/2021   | ADVERTISING: SPRING PLANT SALE           | 0.00            | 250.00         |        |
| <u>35444</u>                 | Invoice                                   | 04/07/2021   | ADVERTISING: SPRING PLANT SALE           | 0.00            | 220.00         |        |
| 000111                       | JAMES CORBIN                              | 04/07/2021   | Regular                                  | 0.00            | 39.35          | 63145  |

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Date Range: 04/01/2021 - 04/30/2021

| 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 |        |
| JC033121              | Invoice                                    | 04/07/2021   | REIMB: BUSINESS EXPENSE                    | 0.00            | 39.35          |        |
| 009054                | KATHLEEN J. RADNICH                        | 04/07/2021   | Regular                                    | 0.00            | 2,601.92       | 63146  |
| <u>21-0328-1</u>      | Invoice                                    | 04/07/2021   | PUBLIC RELATIONS SERVICES                  | 0.00            | 1,291.50       |        |
| <u>21-0404-1</u>      | Invoice                                    | 04/07/2021   | PUBLIC RELATIONS SERVICES                  | 0.00            | 1,310.42       |        |
| 013804                | L.O. LYNCH QUALITY WELLS AND PUMPS, INC.   | 04/07/2021   | Regular                                    | 0.00            | 99,742.20      | 63147  |
| <u>17738</u>          | Invoice                                    | 04/07/2021   | WELL 10 REPAIRS                            | 0.00            | 99,742.20      |        |
| 013920                | LF STAFFING SERVICES INC DBA LABOR FINDERS | 04/07/2021   | Regular                                    | 0.00            | 2,579.20       | 63148  |
| <u>37-49-9934</u>     | Invoice                                    | 04/07/2021   | TEMPORARY LABOR                            | 0.00            | 1,289.60       |        |
| <u>37-49-9998</u>     | Invoice                                    | 04/07/2021   | TEMPORARY LABOR                            | 0.00            | 1,289.60       |        |
| 003215                | FRED'S TIRE & AUTOMOTIVE                   | 04/07/2021   | Regular                                    | 0.00            | 15.00          | 63149  |
| <u>27991</u>          | Invoice                                    | 04/07/2021   | VEHICLE MAINT: V35                         | 0.00            | 15.00          |        |
| 013898                | MCCI, LLC.                                 | 04/07/2021   | Regular                                    | 0.00            | 2,816.33       | 63150  |
| <u>PS2068</u>         | Invoice                                    | 04/07/2021   | LASERFICHE SOFTWARE                        | 0.00            | 441.78         |        |
| <u>PS2069</u>         | Invoice                                    | 04/07/2021   | LASERFICHE SOFTWARE                        | 0.00            | 2,374.55       |        |
| 006507                | McMASTER-CARR SUPPLY COMPANY               | 04/07/2021   | Regular                                    | 0.00            | 135.67         | 63151  |
| <u>54885757</u>       | Invoice                                    | 04/07/2021   | SMALL TOOLS - PRODUCTION & SHOP EXPE...    | 0.00            | 135.67         |        |
| 000156                | FORSHOCK                                   | 04/07/2021   | Regular                                    | 0.00            | 243.00         | 63152  |
| <u>2100037</u>        | Invoice                                    | 04/07/2021   | MONTHLY SCADA MONITORING - APR 21          | 0.00            | 38.00          |        |
| <u>2100038</u>        | Invoice                                    | 04/07/2021   | MONTHLY SCADA MONITORING - APR 21          | 0.00            | 205.00         |        |
| 013340                | MKA INC.                                   | 04/07/2021   | Regular                                    | 0.00            | 6,800.00       | 63153  |
| <u>1</u>              | Invoice                                    | 04/07/2021   | CUSTOMER SERVICE LOBBY REMODEL DESI...     | 0.00            | 6,800.00       |        |
| 006947                | KCDZ-FM                                    | 04/07/2021   | Regular                                    | 0.00            | 968.00         | 63154  |
| <u>318-00014-0000</u> | Invoice                                    | 04/07/2021   | ADVERTISING: WATER EDUCATION DAY           | 0.00            | 968.00         |        |
| 013344                | MUNICIPAL DIVING SERVICES, INC.            | 04/07/2021   | Regular                                    | 0.00            | 10,492.00      | 63155  |
| <u>2018</u>           | Invoice                                    | 04/07/2021   | TANK MAINTENANCE & REPAIRS: H-1, D3-1, ... | 0.00            | 10,492.00      |        |
| 000070                | ONLINE INFORMATION SERVICES, INC.          | 04/07/2021   | Regular                                    | 0.00            | 368.00         | 63156  |
| <u>1052615</u>        | Invoice                                    | 04/07/2021   | ID VERIF. SERV. THRU 03/31/21              | 0.00            | 368.00         |        |
| 013004                | PAOLO FICARA                               | 04/07/2021   | Regular                                    | 0.00            | 500.00         | 63157  |
| <u>431</u>            | Invoice                                    | 04/07/2021   | PARCEL RENTAL: 0606-321-31                 | 0.00            | 500.00         |        |
| 008137                | PARKHOUSE TIRE INC                         | 04/07/2021   | Regular                                    | 0.00            | 1,618.27       | 63158  |
| <u>2030199193</u>     | Invoice                                    | 04/07/2021   | VEHICLE MAINTENANCE: V33 & V36             | 0.00            | 1,618.27       |        |
| 008415                | PRUDENTIAL OVERALL SUPPLY                  | 04/07/2021   | Regular                                    | 0.00            | 177.08         | 63159  |
| <u>23134616</u>       | Invoice                                    | 04/07/2021   | SHOP EXPENSE                               | 0.00            | 109.97         |        |
| <u>23134617</u>       | Invoice                                    | 04/07/2021   | SHOP EXPENSE                               | 0.00            | 67.11          |        |
| 009065                | RDO EQUIPMENT COMPANY                      | 04/07/2021   | Regular                                    | 0.00            | 3,104.55       | 63160  |
| <u>E0872835</u>       | Invoice                                    | 04/07/2021   | EXCAVATOR 135G SUPPLIES: E7135             | 0.00            | 3,104.55       |        |
| 000495                | ACCOUNTEMPS                                | 04/07/2021   | Regular                                    | 0.00            | 4,493.16       | 63161  |
| <u>57337016</u>       | Invoice                                    | 04/07/2021   | TEMPORARY LABOR                            | 0.00            | 638.62         |        |
| <u>57376301</u>       | Invoice                                    | 04/07/2021   | TEMPORARY LABOR                            | 0.00            | 1,285.76       |        |
| <u>57377343</u>       | Invoice                                    | 04/07/2021   | TEMPORARY LABOR                            | 0.00            | 641.51         |        |
| <u>57417523</u>       | Invoice                                    | 04/07/2021   | TEMPORARY LABOR                            | 0.00            | 1,285.76       |        |
| <u>57428222</u>       | Invoice                                    | 04/07/2021   | TEMPORARY LABOR                            | 0.00            | 641.51         |        |
| 009618                | SAMS MARKET                                | 04/07/2021   | Regular                                    | 0.00            | 652.02         | 63162  |
| <u>SM040621</u>       | Invoice                                    | 04/07/2021   | SHOP EXPENSE 12/20 - 2/21                  | 0.00            | 652.02         |        |
| 013820                | SC FUELS                                   | 04/07/2021   | Regular                                    | 0.00            | 2,957.18       | 63163  |
| <u>1839960-IN</u>     | Invoice                                    | 04/07/2021   | FUEL FOR VEHICLES                          | 0.00            | 2,957.18       |        |
| VEN01020              | SOUTHWEST NETWORKS, INC.                   | 04/07/2021   | Regular                                    | 0.00            | 1,569.25       | 63164  |

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Date Range: 04/01/2021 - 04/30/2021

| 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>21-3084</u>      | Invoice                                 | 04/07/2021   | SUPPLEMENTAL IT SERVICES (AMC) - THRU 3... | 0.00            | 831.25         |        |
| <u>21-4008SC</u>    | Invoice                                 | 04/07/2021   | OFFICE 365 MONTHLY MAINT - MAY 21          | 0.00            | 738.00         |        |
| 000675              | AQUA-METRIC SALES COMPANY               | 04/07/2021   | Regular                                    | 0.00            | 2,650.00       | 63165  |
| <u>INV0081755</u>   | Invoice                                 | 04/07/2021   | ANNUAL AMR SUPPORT 03/30/21 - 03/29/22     | 0.00            | 2,650.00       |        |
| 013921              | TIM WOLFE                               | 04/07/2021   | Regular                                    | 0.00            | 76.74          | 63166  |
| <u>TW040621</u>     | Invoice                                 | 04/07/2021   | STANDBY REFUND - 0600-241-12-0-000         | 0.00            | 76.74          |        |
| 013196              | TPX COMMUNICATIONS                      | 04/07/2021   | Regular                                    | 0.00            | 568.54         | 63167  |
| <u>141840199-0</u>  | Invoice                                 | 04/07/2021   | TELEPHONE (OFFICE) - APR 21                | 0.00            | 568.54         |        |
| 010850              | UNDERGROUND SERVICE ALERT               | 04/07/2021   | Regular                                    | 0.00            | 214.60         | 63168  |
| <u>320210346</u>    | Invoice                                 | 04/07/2021   | TICKET DELIVERY SERVICE - MAR 21           | 0.00            | 214.60         |        |
| 000327              | WATER QUALITY SPECIALISTS               | 04/07/2021   | Regular                                    | 0.00            | 4,495.30       | 63169  |
| <u>7100</u>         | Invoice                                 | 04/07/2021   | HDMC WWTP: OPERATION/MAINT/ REPAIR -..     | 0.00            | 4,495.30       |        |
| 013888              | WIENHOFF DRUG TESTING                   | 04/07/2021   | Regular                                    | 0.00            | 345.00         | 63170  |
| <u>97102</u>        | Invoice                                 | 04/07/2021   | EE TRAINING & DOT COLLECTION MONTHLY ...   | 0.00            | 345.00         |        |
| 000233              | NAPA AUTO PARTS                         | 04/07/2021   | Regular                                    | 0.00            | 208.17         | 63171  |
| <u>358288</u>       | Invoice                                 | 04/07/2021   | SHOP EXPENSE/SAFETY EXPENSE/VEHICLE ...    | 0.00            | 104.53         |        |
| <u>358816</u>       | Invoice                                 | 04/07/2021   | VEHICLE MAINT: V35                         | 0.00            | 103.64         |        |
| 013014              | KJELL HAGEN                             | 04/07/2021   | Regular                                    | 0.00            | 238.14         | 63187  |
| <u>KH013014</u>     | Invoice                                 | 03/10/2021   | STANDBY REFUND: 0607-171-10-000            | 0.00            | 238.14         |        |
| 000501              | ACWA/JPIA                               | 04/21/2021   | Regular                                    | 0.00            | 11,424.74      | 63188  |
| <u>JPIA042021</u>   | Invoice                                 | 04/21/2021   | WORKERS COMP JAN - MAR 21                  | 0.00            | 11,424.74      |        |
| 013863              | ATKINSON, ANDELSON, LOYA, RUUD AND ROMO | 04/21/2021   | Regular                                    | 0.00            | 12,840.46      | 63189  |
| <u>615219</u>       | Invoice                                 | 04/21/2021   | LEGAL SERVICES THRU 1/31/21                | 0.00            | 12,840.46      |        |
| 000214              | BABCOCK LABORATORIES, INC.              | 04/21/2021   | Regular                                    | 0.00            | 312.00         | 63190  |
| <u>CD10506-2287</u> | Invoice                                 | 04/21/2021   | HDMC WWTP - SAMPLING                       | 0.00            | 312.00         |        |
| 013373              | CORE & MAIN LP                          | 04/21/2021   | Regular                                    | 0.00            | 12,698.72      | 63191  |
| <u>N515733</u>      | Invoice                                 | 04/21/2021   | WELL 14 4-LOG TREATMENT SUPPLIES           | 0.00            | 2,064.49       |        |
| <u>N862225</u>      | Invoice                                 | 04/21/2021   | INVENTORY                                  | 0.00            | 3,395.89       |        |
| <u>N939519</u>      | Invoice                                 | 04/21/2021   | INVENTORY                                  | 0.00            | 1,340.75       |        |
| <u>N977656</u>      | Invoice                                 | 04/21/2021   | INVENTORY                                  | 0.00            | 5,613.78       |        |
| <u>N990155</u>      | Invoice                                 | 04/21/2021   | MAINLINE/LEAK REPAIR SUPPLIES              | 0.00            | 283.81         |        |
| 002565              | DUDEK AND ASSOCIATES, INC               | 04/21/2021   | Regular                                    | 0.00            | 6,651.21       | 63192  |
| <u>202101848</u>    | Invoice                                 | 04/21/2021   | ENG SERV: HDMC WASTEWATER PLANT TH...      | 0.00            | 6,651.21       |        |
| 013781              | EISENHOWER OCCUPATIONAL HEALTH SERVICES | 04/21/2021   | Regular                                    | 0.00            | 155.00         | 63193  |
| <u>108914</u>       | Invoice                                 | 04/21/2021   | DOT PHYSICAL/DRUG & ALCOHOL TESTING        | 0.00            | 155.00         |        |
| 003025              | FEDEX                                   | 04/21/2021   | Regular                                    | 0.00            | 27.42          | 63194  |
| <u>7-334-14543</u>  | Invoice                                 | 04/21/2021   | SHIPPING                                   | 0.00            | 27.42          |        |
| 004720              | INLAND WATER WORKS                      | 04/21/2021   | Regular                                    | 0.00            | 6,503.07       | 63195  |
| <u>S1044108.001</u> | Invoice                                 | 04/21/2021   | WELL 10 REPAIRS                            | 0.00            | 353.56         |        |
| <u>S1044728.001</u> | Invoice                                 | 04/21/2021   | WELL 14 4-LOG TREATMENT SUPPLIES           | 0.00            | 134.69         |        |
| <u>S1044741.001</u> | Invoice                                 | 04/21/2021   | WELL 14 4-LOG TREATMENT SUPPLIES           | 0.00            | 6,014.82       |        |
| 013928              | DIRTY BOYS DESIGNZ                      | 04/21/2021   | Regular                                    | 0.00            | 425.77         | 63196  |
| <u>52107</u>        | Invoice                                 | 04/21/2021   | UNIFORMS                                   | 0.00            | 425.77         |        |
| 009054              | KATHLEEN J. RADNICH                     | 04/21/2021   | Regular                                    | 0.00            | 829.50         | 63197  |
| <u>21-0411-1</u>    | Invoice                                 | 04/21/2021   | PUBLIC RELATIONS SERVICES                  | 0.00            | 829.50         |        |
| 000134              | KENNEDY/JENKS CONSULTANTS, INC.         | 04/21/2021   | Regular                                    | 0.00            | 5,980.00       | 63198  |

\*Check Report JBWD

Date Range: 04/01/2021 - 04/30/2021

| 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>146074</u>      | Invoice                                    | 04/21/2021   | 2020 URBAN WATER MGMT PLAN UPDATE          | 0.00            | 5,980.00       |        |
| 013920             | LF STAFFING SERVICES INC DBA LABOR FINDERS | 04/21/2021   | Regular                                    | 0.00            | 5,158.40       | 63199  |
| <u>37-49-10027</u> | Invoice                                    | 04/21/2021   | TEMPORARY LABOR                            | 0.00            | 2,579.20       |        |
| <u>37-49-10066</u> | Invoice                                    | 04/21/2021   | TEMPORARY LABOR                            | 0.00            | 2,579.20       |        |
| 013898             | MCCI, LLC.                                 | 04/21/2021   | Regular                                    | 0.00            | 1,548.24       | 63200  |
| <u>NE1517</u>      | Invoice                                    | 04/21/2021   | LASERFICHE SOFTWARE                        | 0.00            | 1,548.24       |        |
| 013344             | MUNICIPAL DIVING SERVICES, INC.            | 04/21/2021   | Regular                                    | 0.00            | 700.00         | 63201  |
| <u>2019</u>        | Invoice                                    | 04/21/2021   | TANK MAINTENANCE & REPAIR: F2, H-1, D2-... | 0.00            | 700.00         |        |
| 008415             | PRUDENTIAL OVERALL SUPPLY                  | 04/21/2021   | Regular                                    | 0.00            | 177.08         | 63202  |
| <u>23140777</u>    | Invoice                                    | 04/21/2021   | SHOP EXPENSE                               | 0.00            | 109.97         |        |
| <u>23140778</u>    | Invoice                                    | 04/21/2021   | SHOP EXPENSE                               | 0.00            | 67.11          |        |
| 009065             | RDO EQUIPMENT COMPANY                      | 04/21/2021   | Regular                                    | 0.00            | 875.21         | 63203  |
| <u>P5479145</u>    | Invoice                                    | 04/21/2021   | TRACTOR REPAIR: E5410                      | 0.00            | 670.54         |        |
| <u>P5483645</u>    | Invoice                                    | 04/21/2021   | SUPERIOR STREEM BROOM SUPPLIES: E10SB      | 0.00            | 204.67         |        |
| 000495             | ACCOUNTEMP                                 | 04/21/2021   | Regular                                    | 0.00            | 3,694.17       | 63204  |
| <u>57458241</u>    | Invoice                                    | 04/21/2021   | TEMPORARY LABOR                            | 0.00            | 1,285.76       |        |
| <u>57469317</u>    | Invoice                                    | 04/21/2021   | TEMPORARY LABOR                            | 0.00            | 481.14         |        |
| <u>57497773</u>    | Invoice                                    | 04/21/2021   | TEMPORARY LABOR                            | 0.00            | 641.51         |        |
| <u>57498241</u>    | Invoice                                    | 04/21/2021   | TEMPORARY LABOR                            | 0.00            | 1,285.76       |        |
| 000091             | SAN BERNARDINO COUNTY RECORDER             | 04/21/2021   | Regular                                    | 0.00            | 100.00         | 63205  |
| <u>SB040821</u>    | Invoice                                    | 04/21/2021   | RELEASE OF LIENS                           | 0.00            | 100.00         |        |
| VEN01440           | BUILDERS SUPPLY                            | 04/21/2021   | Regular                                    | 0.00            | 19.55          | 63206  |
| <u>BS041921</u>    | Invoice                                    | 04/21/2021   | VEHICLE MAINT - V27                        | 0.00            | 19.55          |        |
| 013833             | SERVICEMASTER 360 PREMIER CLEANING         | 04/21/2021   | Regular                                    | 0.00            | 997.65         | 63207  |
| <u>J82145</u>      | Invoice                                    | 04/21/2021   | JANITORIAL SERVICES - APR 21               | 0.00            | 997.65         |        |
| VEN01020           | SOUTHWEST NETWORKS, INC.                   | 04/21/2021   | Regular                                    | 0.00            | 950.96         | 63208  |
| <u>21-4505</u>     | Invoice                                    | 04/21/2021   | RESTRUCTURING C.S. & LOBBY                 | 0.00            | 950.96         |        |
| 013788             | STURDIVAN EMERGENCY MANAGEMENT CONSUL      | 04/21/2021   | Regular                                    | 0.00            | 3,174.00       | 63209  |
| <u>1262</u>        | Invoice                                    | 04/21/2021   | EMERGENCY COMMUNICATOR TOOL - 21/22        | 0.00            | 3,174.00       |        |
| 010690             | TYLER TECHNOLOGIES                         | 04/21/2021   | Regular                                    | 0.00            | 61.40          | 63210  |
| <u>025-329307</u>  | Invoice                                    | 04/21/2021   | CALL NOTIFICATION FEES: JAN - MAR          | 0.00            | 61.40          |        |
| 000023             | ULTIMATE MOTORS, INC.                      | 04/21/2021   | Regular                                    | 0.00            | 1,702.92       | 63211  |
| <u>40360</u>       | Invoice                                    | 04/21/2021   | VEHICLE REPAIRS: V31                       | 0.00            | 1,702.92       |        |
| 013809             | WEST COAST CIVIL, INC.                     | 04/21/2021   | Regular                                    | 0.00            | 4,330.00       | 63212  |
| <u>2103-205</u>    | Invoice                                    | 04/21/2021   | ENG: SADDLEBACK MAINLINE REPLACEMENT..     | 0.00            | 4,330.00       |        |
| 000233             | NAPA AUTO PARTS                            | 04/21/2021   | Regular                                    | 0.00            | 772.55         | 63213  |
| <u>358915</u>      | Invoice                                    | 04/21/2021   | SHOP EXPENSE                               | 0.00            | 39.05          |        |
| <u>359895</u>      | Invoice                                    | 04/21/2021   | VEHICLE MAINTENANCE: V32 & V33             | 0.00            | 40.26          |        |
| <u>359897</u>      | Invoice                                    | 04/21/2021   | VEHICLE MAINTENANCE: V33                   | 0.00            | 38.93          |        |
| <u>360118</u>      | Invoice                                    | 04/21/2021   | SHOP EXPENSE                               | 0.00            | 8.35           |        |
| <u>360119</u>      | Invoice                                    | 04/21/2021   | SMALL TOOLS                                | 0.00            | 61.97          |        |
| <u>360188</u>      | Invoice                                    | 04/21/2021   | SCADA EXPENSE                              | 0.00            | 551.38         |        |
| <u>360368</u>      | Invoice                                    | 04/21/2021   | SMALL TOOLS                                | 0.00            | 32.61          |        |
| 013919             | CW SLURRY SEAL INC                         | 04/21/2021   | Regular                                    | 0.00            | 30,060.00      | 63227  |
| <u>1630</u>        | Invoice                                    | 04/21/2021   | SLURRY: SADDLEBACK MAINLINE REPLACME...    | 0.00            | 30,060.00      |        |
| 000248             | PAYCHEX                                    | 04/02/2021   | Manual                                     | 0.00            | 372.44         | 901660 |
| <u>347673</u>      | Invoice                                    | 04/02/2021   | PAYROLL PROCESSING FEE                     | 0.00            | 372.44         |        |
| 000236             | PAYPRO ADMINISTRATORS                      | 04/02/2021   | Manual                                     | 0.00            | 12.50          | 901661 |

\*Check Report JBWD

Date Range: 04/01/2021 - 04/30/2021

| 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 3-26-21</u>       | Invoice                                     | 04/02/2021   | EE FSA DEDUCTIONS 4-2-21                   | 0.00            | 12.50          |        |
| 009880                   | SOUTHERN CALIFORNIA EDISON CO               | 04/07/2021   | Manual                                     | 0.00            | 48.95          | 901662 |
| <u>SCE0321-1</u>         | Invoice                                     | 04/07/2021   | POWER TO BLDGS & GEN - MAR 21              | 0.00            | 48.95          |        |
| 000237                   | COLONIAL LIFE & ACCIDENT INSURANCE CO, INC. | 04/07/2021   | Manual                                     | 0.00            | 1,612.18       | 901663 |
| <u>3990561-0305119</u>   | Invoice                                     | 04/07/2021   | EE LIFE INSURANCE - MAR 21                 | 0.00            | 1,612.18       |        |
| 008200                   | PITNEY BOWES INC.                           | 04/07/2021   | Manual                                     | 0.00            | 320.21         | 901664 |
| <u>3104654958</u>        | Invoice                                     | 04/07/2021   | LEASING CHARGES - 1ST QTR 21               | 0.00            | 320.21         |        |
| 001630                   | AT&T MOBILITY                               | 04/07/2021   | Manual                                     | 0.00            | 2,439.30       | 901665 |
| <u>829480028X0405...</u> | Invoice                                     | 04/07/2021   | COMMUNICATIONS - MAR 21                    | 0.00            | 2,439.30       |        |
| 004110                   | BURRTEC WASTE & RECYCLING SVCS              | 04/07/2021   | Manual                                     | 0.00            | 914.05         | 901666 |
| <u>BW033121</u>          | Invoice                                     | 04/07/2021   | TRASH REMOVAL (SHOP) - MAR 21              | 0.00            | 459.20         |        |
| <u>BW0421</u>            | Invoice                                     | 04/07/2021   | TRASH & RECYCLING (OFFICE) - APR 21        | 0.00            | 160.27         |        |
| <u>BW0421B</u>           | Invoice                                     | 04/07/2021   | TRASH REMOVAL (SHOP) - APR 21              | 0.00            | 294.58         |        |
| 000510                   | TIME WARNER CABLE                           | 04/07/2021   | Manual                                     | 0.00            | 358.96         | 901667 |
| <u>0008970032221</u>     | Invoice                                     | 04/07/2021   | CABLE & INTERNET - APR 21                  | 0.00            | 358.96         |        |
| 001011                   | BUSINESS CARD                               | 04/07/2021   | Manual                                     | 0.00            | 3,632.87       | 901668 |
| <u>BA0321</u>            | Invoice                                     | 04/07/2021   | SAFETY SUPPLIES/TELEPHONE & UTILITIES/...  | 0.00            | 3,632.87       |        |
| 001009                   | BUSINESS CARD                               | 04/07/2021   | Manual                                     | 0.00            | 11,533.60      | 901669 |
| <u>BA0321</u>            | Invoice                                     | 04/07/2021   | BUSINESS EXPENSE/FUEL- VEHICLES/OFFICE ... | 0.00            | 11,533.60      |        |
| 001013                   | BUSINESS CARD                               | 04/07/2021   | Manual                                     | 0.00            | 188.92         | 901670 |
| <u>BA0321</u>            | Invoice                                     | 04/07/2021   | PERSONNEL-OTHER                            | 0.00            | 188.92         |        |
| 001014                   | BUSINESS CARD                               | 04/07/2021   | Manual                                     | 0.00            | 17.98          | 901671 |
| <u>BA0321</u>            | Invoice                                     | 04/07/2021   | SUBSCRIPTIONS                              | 0.00            | 17.98          |        |
| 001517                   | CalPERS                                     | 04/12/2021   | Manual                                     | 0.00            | 12,533.31      | 901672 |
| <u>PPE 3-26-21</u>       | Invoice                                     | 04/12/2021   | PAY PERIOD ENDING 3/26/21                  | 0.00            | 12,533.31      |        |
| 000236                   | PAYPRO ADMINISTRATORS                       | 04/16/2021   | Manual                                     | 0.00            | 12.50          | 901673 |
| <u>PPE 4-9-21</u>        | Invoice                                     | 04/16/2021   | EE FSA DEDUCTIONS 4-16-21                  | 0.00            | 12.50          |        |
| 000248                   | PAYCHEX                                     | 04/16/2021   | Manual                                     | 0.00            | 376.75         | 901674 |
| <u>347892</u>            | Invoice                                     | 04/16/2021   | PAYROLL PROCESSING FEE                     | 0.00            | 376.75         |        |
| VEN01533                 | PAYMENTUS GROUP INC.                        | 04/19/2021   | Manual                                     | 0.00            | 3,796.40       | 901675 |
| <u>INV-15-111115</u>     | Invoice                                     | 04/19/2021   | CREDIT CARD PROCESSING FEE - MAR 21        | 0.00            | 3,796.40       |        |
| 009878                   | SOUTHERN CALIFORNIA EDISON                  | 04/20/2021   | Manual                                     | 0.00            | 21,760.95      | 901676 |
| <u>SCE0331</u>           | Invoice                                     | 04/20/2021   | POWER FOR PUMPING - MAR 21                 | 0.00            | 21,760.95      |        |
| 000248                   | PAYCHEX                                     | 04/20/2021   | Manual                                     | 0.00            | 165.30         | 901677 |
| <u>1240155</u>           | Invoice                                     | 04/20/2021   | TIME & LABOR ONLINE USAGE FEE              | 0.00            | 165.30         |        |
| 004195                   | HOME DEPOT CREDIT SERVICES                  | 04/21/2021   | Manual                                     | 0.00            | 1,128.53       | 901678 |
| <u>HD0321</u>            | Invoice                                     | 04/21/2021   | SM TOOLS/SHOP EXPENSE/PUMPING PLANT...     | 0.00            | 1,128.53       |        |
| 013923                   | U.S. BANK CORPORATE                         | 04/21/2021   | Manual                                     | 0.00            | 4,333.91       | 901679 |
| <u>US0321</u>            | Invoice                                     | 04/21/2021   | DIRECTOR/CAC EDUCATION/SUBSCRIPTION...     | 0.00            | 4,333.91       |        |
| 013924                   | U.S. BANK CORPORATE                         | 04/21/2021   | Manual                                     | 0.00            | 149.00         | 901680 |
| <u>US0321</u>            | Invoice                                     | 04/21/2021   | EMPLOYEE TRAINING                          | 0.00            | 149.00         |        |
| 013925                   | U.S. BANK CORPORATE                         | 04/21/2021   | Manual                                     | 0.00            | 356.18         | 901681 |
| <u>US0321</u>            | Invoice                                     | 04/21/2021   | OFFICE SUPPLIES                            | 0.00            | 356.18         |        |
| 013926                   | U.S. BANK CORPORATE                         | 04/21/2021   | Manual                                     | 0.00            | 185.75         | 901682 |
| <u>US0321</u>            | Invoice                                     | 04/21/2021   | BUSINESS EXPENSE/SHOP EXPENSE              | 0.00            | 185.75         |        |

\*Check Report JBWD

Date Range: 04/01/2021 - 04/30/2021

| 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 |        |
| 013359<br><u>2550768</u>         | XEROX FINANCIAL SERVICES<br>Invoice                    | 04/21/2021   | 04/21/2021 Manual<br>SHOP EXPENSE 3/27/21 - 4/26/21   | 0.00            | 225.12         | 901683 |
| 009898<br><u>GAS0421</u>         | SOCALGAS<br>Invoice                                    | 04/21/2021   | 04/21/2021 Manual<br>HEAT FOR SHOP - THRU 4/16/21     | 0.00            | 19.34          | 901684 |
| 000237<br><u>3990561-0405095</u> | COLONIAL LIFE & ACCIDENT INSURANCE CO, INC.<br>Invoice | 04/28/2021   | 04/28/2021 Manual<br>EE LIFE INSURANCE - APR 21       | 0.00            | 1,612.18       | 901685 |
| 009920<br><u>ST0521</u>          | STANDARD INSURANCE CO<br>Invoice                       | 04/28/2021   | 04/28/2021 Manual<br>EE LIFE INSURANCE - MAY 21       | 0.00            | 1,347.67       | 901686 |
| 013359<br><u>2570755</u>         | XEROX FINANCIAL SERVICES<br>Invoice                    | 04/28/2021   | 04/28/2021 Manual<br>OFFICE EXPENSE 3/30/21 - 4/29/21 | 0.00            | 532.29         | 901687 |
| 000025<br><u>ICMARC0421</u>      | ICMA RC<br>Invoice                                     | 04/30/2021   | 04/30/2021 Manual<br>457 REMITTANCE - APR 21          | 0.00            | 6,680.00       | 901688 |
| 000248<br><u>348152</u>          | PAYCHEX<br>Invoice                                     | 04/30/2021   | 04/30/2021 Manual<br>PAYROLL PROCESSING FEE           | 0.00            | 369.33         | 901689 |

Bank Code AP Summary

| Payment Type   | Payable Count | Payment Count | Discount    | Payment           |
|----------------|---------------|---------------|-------------|-------------------|
| Regular Checks | 111           | 69            | 0.00        | 332,442.84        |
| Manual Checks  | 32            | 30            | 0.00        | 77,036.47         |
| Voided Checks  | 0             | 1             | 0.00        | -238.14           |
| Bank Drafts    | 0             | 0             | 0.00        | 0.00              |
| EFT's          | 0             | 0             | 0.00        | 0.00              |
|                | <b>143</b>    | <b>100</b>    | <b>0.00</b> | <b>409,241.17</b> |



**JOSHUA BASIN WATER DISTRICT  
UTILITY REFUND REGISTER**

| <u>Account Number</u> | <u>Name</u>                  | <u>Date</u> | <u>Type</u>                     | <u>Amount</u>             |
|-----------------------|------------------------------|-------------|---------------------------------|---------------------------|
| 01-00026-014          | ALLSBROOK, WESLEY            | 4/7/2021    | Refund                          | 129.95 Check #: 63172     |
| 03-00268-001          | MARTINEZ, JOHNATHAN M        | 4/7/2021    | Refund                          | 84.35 Check #: 63173      |
| 07-00016-006          | ROSE, PATRICK E              | 4/7/2021    | Refund                          | 60.83 Check #: 63174      |
| 10-00043-016          | LACEY, DEMETRIUS             | 4/7/2021    | Refund                          | 142.04 Check #: 63175     |
| 10-00135-008          | MOORE, KATHERINE J           | 4/7/2021    | Refund                          | 94.17 Check #: 63176      |
| 10-00302-000          | KEVIN J BUGGY & LISA K LUNDE | 4/7/2021    | Refund                          | 3.44 Check #: 63177       |
| 13-00152-003          | CLARK JR, RONALD L           | 4/7/2021    | Refund                          | 91.04 Check #: 63178      |
| 53-00118-013          | DAVIS, DUREALE C             | 4/7/2021    | Refund                          | 66.53 Check #: 63179      |
| 53-00132-007          | LORIMER, JAY R               | 4/7/2021    | Refund                          | 60.77 Check #: 63180      |
| 53-00140-008          | CEJA, DEBORA                 | 4/7/2021    | Refund                          | 39.70 Check #: 63181      |
| 62-00248-010          | NCEM LLC                     | 4/7/2021    | Refund                          | 169.99 Check #: 63182     |
| 63-00051-002          | FAMILY HEALTH CENTER OF J.T. | 4/7/2021    | Refund                          | 12.10 Check #: 63183      |
| 64-00048-007          | STINES, KYLE P               | 4/7/2021    | Refund                          | 59.03 Check #: 63184      |
| 65-00112-020          | HODGES, JOSHUA J             | 4/7/2021    | Refund                          | 94.53 Check #: 63185      |
| 65-00518-004          | LAVIN, AUDREY L              | 4/7/2021    | Refund                          | 66.53 Check #: 63186      |
| 03-00195-005          | INGALLS, VENESSA             | 4/21/2021   | Refund                          | 34.77 Check #: 63214      |
| 09-00007-018          | KURLANDER, KEITH M           | 4/21/2021   | Refund                          | 43.73 Check #: 63215      |
| 11-00119-013          | BOLTON, ALEX A               | 4/21/2021   | Refund                          | 225.58 Check #: 63216     |
| 12-00360-007          | MCNEAL, JACQUELINE SPILLMAN  | 4/21/2021   | Refund                          | 56.94 Check #: 63217      |
| 53-00077-012          | ANDAZOLA, SILVIA G           | 4/21/2021   | Refund                          | 44.87 Check #: 63218      |
| 53-00161-007          | NEIBERGER, CHENOA            | 4/21/2021   | Refund                          | 94.80 Check #: 63219      |
| 55-00097-012          | MOLLING, SHERRY A            | 4/21/2021   | Refund                          | 28.33 Check #: 63220      |
| 55-00103-011          | ROCHELEAU, DONNA M           | 4/21/2021   | Refund                          | 38.03 Check #: 63221      |
| 55-00251-009          | TRI VALLEY REALTY            | 4/21/2021   | Refund                          | 173.24 Check #: 63222     |
| 55-00300-014          | ROADRUNNER REALTY INC        | 4/21/2021   | Refund                          | 252.31 Check #: 63223     |
| 64-00048-007          | STINES, KYLE P               | 4/21/2021   | Refund                          | 59.03 Check #: 63224      |
| 65-00396-000          | AZILEE RIGGS TRUST           | 4/21/2021   | Refund                          | 1610.61 Check #: 63225    |
| 65-00577-005          | QUINN, KATHERINE             | 4/21/2021   | Refund                          | 95.44 Check #: 63226      |
| 09-00126-010          | FABRICO, ERIN I              | 4/21/2021   | Refund                          | 72.70 Check #: 63228      |
| 62-00114-008          | TAYLOR, DANITA               | 4/21/2021   | Refund                          | 175.94 Check #: 63229     |
| 09-00126-010          | FABRICO, ERIN I              | 4/21/2021   | Reverse Refund Check Adjustment | -72.70 VOID REFUND CHECK  |
| 62-00114-008          | TAYLOR, DANITA               | 4/21/2021   | Reverse Refund Check Adjustment | -175.94 VOID REFUND CHECK |
|                       |                              |             |                                 | <b><u>3,932.68</u></b>    |

JOSHUA BASIN WATER  
 DISTRICT  
 PO BOX 675  
 JOSHUA TREE, CA 92252

DIRECTOR PAY  
 03/13/2021 - 04/23/2021

| <u>Employee Number</u> | <u>Employee Name</u> | <u>Date</u> | <u>Type</u>  | <u>Units</u>    | <u>Additions</u> | <u>Deductions</u> |
|------------------------|----------------------|-------------|--|-----------------|------------------|-------------------|
| 10513                  | Doolittle, Stacy     | 03/13/2021  | Director Pay<br>Note: 3/12/21 - RULES<br>OF ORDER MADE<br>EASY WEBINAR<br>1/DIR/504/ | 1.0000          | \$173.63         |                   |
|                        |                      | 03/17/2021  | Director Pay<br>Note: JBWD BOARD<br>MEETING<br>1/DIR/504/                            | 1.0000          | \$173.63         |                   |
|                        |                      | 03/25/2021  | Director Pay<br>Note: MWA BOARD<br>MEETING<br>1/DIR/504/                             | 1.0000          | \$173.63         |                   |
|                        |                      | 04/07/2021  | Director Pay<br>Note: SPECIAL & JBWD<br>BOARD MEETINGS<br>1/DIR/504/                 | 1.0000          | \$173.63         |                   |
|                        |                      | 04/14/2021  | Director Pay<br>Note: WATER<br>RESOURCES &<br>OPERATIONS<br>COMMITTEE<br>1/DIR/504/  | 1.0000          | \$173.63         |                   |
|                        |                      | 04/21/2021  | Director Pay<br>Note: BOARD OF<br>DIRECTORS MEETING<br>1/DIR/504/                    | 1.0000          | \$173.63         |                   |
|                        |                      |             |  | Totals:         | \$1,041.78       | \$0.00            |
|                        |                      |             |  | Employee Total: | \$1,041.78       |                   |

DIRECTOR PAY  
03/13/2021 - 04/23/2021

| <u>Employee Number</u> | <u>Employee Name</u> | <u>Date</u> | <u>Type</u>   | <u>Units</u> | <u>Additions</u> | <u>Deductions</u> |
|------------------------|----------------------|-------------|---|--------------|------------------|-------------------|
| 10511                  | Floen, Thomas        | 03/17/2021  | Director Pay<br>Note: JBWD BOARD MEETING<br>1/DIR/504/  | 1.0000       | \$173.63         |                   |
|                        |                      | 04/07/2021  | Director Pay<br>Note: SPECIAL & JBWD BOARD MEETINGS<br>1/DIR/504/                             | 1.0000       | \$173.63         |                   |
|                        |                      | 04/08/2021  | Director Pay<br>Note: MWA BOARD MEETING<br>1/DIR/504/   | 1.0000       | \$173.63         |                   |
|                        |                      | 04/14/2021  | Director Pay<br>Note: FINANCE COMMITTEE, WATER RESOURCES & OPERATIONS COMMITTEE<br>1/DIR/504/ | 1.0000       | \$173.63         |                   |
|                        |                      | 04/20/2021  | Director Pay<br>Note: JPIA SEXUAL HARASSMENT TRAINING<br>1/DIR/504/                           | 1.0000       | \$173.63         |                   |
|                        |                      | 04/21/2021  | Director Pay<br>Note: BOARD OF DIRECTORS MEETING<br>1/DIR/504/                                | 1.0000       | \$173.63         |                   |
| Totals:                |                      |             |   |              | \$1,041.78       | \$0.00            |
| Employee Total:        |                      |             |   |              | \$1,041.78       |                   |

DIRECTOR PAY  
03/13/2021 - 04/23/2021

| <u>Employee Number</u> | <u>Employee Name</u> | <u>Date</u> | <u>Type</u>  | <u>Units</u> | <u>Additions</u> | <u>Deductions</u> |
|------------------------|----------------------|-------------|--|--------------|------------------|-------------------|
| 10512                  | Jarlsberg, Jane      | 03/17/2021  | Director Pay<br>Note: JBWD BOARD MEETING<br>1/DIR/504/                             | 1.0000       | \$173.63         |                   |
|                        |                      | 04/07/2021  | Director Pay<br>Note: LPIC, SPECIAL & JBWD BOARD MEETINGS<br>1/DIR/504/            | 1.0000       | \$173.63         |                   |
|                        |                      | 04/21/2021  | Director Pay<br>Note: BOARD OF DIRECTORS MEETING<br>1/DIR/504/                     | 1.0000       | \$173.63         |                   |
|                        |                      | 04/22/2021  | Director Pay<br>Note: MOJAVE WATER AGENCY BOARD OF DIRECTORS MEETING<br>1/DIR/504/ | 1.0000       | \$173.63         |                   |
| Totals:                |                      |             |  |              | \$694.52         | \$0.00            |
| Employee Total:        |                      |             |  |              | \$694.52         |                   |

| <u>Employee Number</u> | <u>Employee Name</u> | <u>Date</u> | <u>Type</u>  | <u>Units</u> | <u>Additions</u> | <u>Deductions</u> |
|------------------------|----------------------|-------------|--|--------------|------------------|-------------------|
| 10505                  | Reynolds, Michael    | 03/17/2021  | Director Pay<br>Note: JBWD BOARD MEETING & LAFCO - UNPAID DUE TO UNATTENDED 2/28/21 MWA MEETING BEING PAID<br>1/DIR/504/ | 0.0000       |                  |                   |
|                        |                      | 04/07/2021  | Director Pay<br>Note: SPECIAL & JBWD BOARD MEETINGS<br>1/DIR/504/  | 1.0000       | \$173.63         |                   |
|                        |                      | 04/20/2021  | Director Pay<br>Note: JPIA SEXUAL HARASSMENT TRAINING<br>1/DIR/504/  | 1.0000       | \$173.63         |                   |
|                        |                      | 04/21/2021  | Director Pay<br>Note: BOARD OF DIRECTORS MEETING<br>1/DIR/504/   | 1.0000       | \$173.63         |                   |
| Totals:                |                      |             |  |              | \$520.89         | \$0.00            |
| Employee Total:        |                      |             |  |              | \$520.89         |                   |

DIRECTOR PAY  
03/13/2021 - 04/23/2021

| <u>Employee Number</u> | <u>Employee Name</u> | <u>Date</u> | <u>Type</u>   | <u>Units</u> | <u>Additions</u> | <u>Deductions</u> |
|------------------------|----------------------|-------------|---|--------------|------------------|-------------------|
| 10509                  | Unger, Rebecca       | 03/17/2021  | Director Pay<br>Note: JBWD BOARD MEETING<br>1/DIR/504/                  | 1.0000       | \$173.63         |                   |
|                        |                      | 04/07/2021  | Director Pay<br>Note: LPIC, SPECIAL & JBWD BOARD MEETINGS<br>1/DIR/504/ | 1.0000       | \$173.63         |                   |
|                        |                      | 04/14/2021  | Director Pay<br>Note: FINANCE COMMITTEE<br>1/DIR/504/                   | 1.0000       | \$173.63         |                   |
|                        |                      | 04/21/2021  | Director Pay<br>Note: BOARD OF DIRECTORS MEETING<br>1/DIR/504/          | 1.0000       | \$173.63         |                   |
| <b>Totals:</b>         |                      |             |   |              | <b>\$694.52</b>  | <b>\$0.00</b>     |
| <b>Employee Total:</b> |                      |             |   |              | <b>\$694.52</b>  |                   |

**Pay Adjustment Summary**

| <u>Type</u>  | <u>Units</u> | <u>Additions</u> | <u>Deductions</u> | <u>Grand Totals:</u> | <u>Grand Total:</u> |
|--------------|--------------|------------------|-------------------|----------------------|---------------------|
| Director Pay | 23.0000      | \$3,993.49       |                   | \$3,993.49           | \$0.00              |

JOSHUA BASIN WATER DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
WEDNESDAY, MAY 19, 2021

CALL TO ORDER/PLEDGE OF ALLEGIANCE – President Unger called the meeting to order at 5:30 p.m. via teleconference.

DETERMINATION OF A QUORUM – President Unger, Vice President Floen, Director Doolittle, and Director Jarlsberg are in attendance via teleconference. Director Reynolds is absent.

STAFF PRESENT –Mark Ban, GM, Sarah Johnson, Director of Administration, Anne Roman, Director of Finance, Autumn Rich, Accounting Supervisor, and Beverly Waszak, Executive Assistant, are in attendance via teleconference.

CONSULTANTS PRESENT –Kathleen Radnich, Public Outreach Consultant, Jeff Hoskinson, Legal Counsel, are in attendance via teleconference.

APPROVAL OF AGENDA – MSC<sup>1</sup> (Floen/Doolittle) 4/0/1 motion carried to approve the Agenda.

Ayes: Doolittle, Floen, Jarlsberg, and Unger

Noes: None

Absent: Reynolds

Abstain: None

PUBLIC COMMENT – Don Henry, Joshua Tree, informed the Board that he was trying to resolve an issue of a cost for a new meter. He explained that his mother-in-law signed an OPT-OUT Form because she did not want to pay the monthly fee each month. His mother-in-law has since passed away and left the parcel to her granddaughter, however, she is unable to afford the \$16,260 to hook up to the mainline and receive a meter. He requested that the Board help him out on this and lower the cost to whatever he would have had to pay if they would have kept the meter and paid the monthly fee in total.

CONSENT CALENDAR – MSC<sup>1</sup> (Jarlsberg/Floen) 4/0/1 motion carried to approve the Consent Calendar.

Ayes: Doolittle, Floen, Jarlsberg, and Unger

Noes: None

Absent: Reynolds

Abstain: None

PROPOSED CAPITAL EXPENDITURES – Mark Ban – GM Ban gave the staff report and stated that the requests from staff include, but are not limited to, equipment and technology expenditures that will allow the District to continue to move forward by addressing operations and maintenance needs, the replacement of water mains, and the use of technology for day-to-day operations.

GM REPORT – GM Ban gave a brief overview of a heat map that showed the 20/21-meter installation of the last two years. We are still waiting on a few items for Well 14,

DIRECTOR REPORTS ON MEETINGS ATTENDED, COMMENTS AND FUTURE AGENDA ITEMS – Each Board member commented on the specific meetings they attended.

Kathleen Radnich, Public Information Consultant reported on the following:

- May is “Water Awareness Month”.
- Docent annual meeting will be held on May 20, 2021, at 5:00 p.m. in the Demonstration Garden.
- Farmers Market – sharing water conservation concepts using a live tortoise.
- Kathleen Radnich is now coordinating tours of the Demonstration Garden.

FUTURE DIRECTOR MEETINGS & TRAINING OPPROTUNITIES – President Unger read off the list of upcoming meetings.

ADJOURNMENT – MSC<sup>1</sup> (Floen/Jarlsberg) 4/0/1 motion carried to adjourn the regular Board of Directors meeting at 7:31 p.m.

Respectfully Submitted,

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Mark Ban, General Manager and Board Secretary

DRAFT

JOSHUA BASIN WATER DISTRICT  
SPECIAL BOARD OF DIRECTORS MEETING MINUTES  
WEDNESDAY, MAY 27, 2021

CALL TO ORDER/PLEDGE OF ALLEGIANCE – President Unger called the meeting to order at 1:00 p.m. via teleconference.

DETERMINATION OF A QUORUM – President Unger, Vice President Floen, Director Doolittle, Director Jarlsberg, Director Reynolds, are in attendance via teleconference.

STAFF PRESENT –Mark Ban, GM, Sarah Johnson, Director of Administration, Anne Roman, Director of Finance, Autumn Rich, Accounting Supervisor, are in attendance via teleconference.

CONSULTANTS PRESENT –Kathleen Radnich, Public Outreach Consultant is in attendance via teleconference.

APPROVAL OF AGENDA – MSC' (Reynolds/Jarlsberg) 5/0/0 motion carried to approve the Agenda.

Ayes: Doolittle, Floen, Jarlsberg, Reynolds, and Unger

Noes: None

Absent: None

Abstain: None

PUBLIC COMMENT – None

BUDGET WORKSHOP – Anne Roman, Director of Finance, gave the staff report. Significant areas discussed are listed below:

- REVENUES – As the moratorium on water shut-offs continue, we are faced with collection uncertainties. While we explore what assistance options may be available to us through the American Rescue Plan Act, we have built in some revenue offsets to account for continued slow collections. Major assumptions are listed below:
  1. 20/21 year to date Metered Water Sales revenues are up nearly 11% over last year. However, collections are down significantly, with aging balances sitting at over 31% more than last year. For 20/21 mid-year budget, increased Basic Fees offset by about 1% (\$20,860) for trending shortage and increased Metered Water Sales offset from 5% (\$155,950) to 6% (\$187,140) based on collections aging.
  2. Removed 20/21 Standby collections offset of \$118k due to property tax collections tracking well, likely due to heavy property market activity.
  3. For 21/22, the Basic Fee is budgeted in accordance with the rate study, but the Metered Water Sales offset has been set at 6% (\$205,620) and the Standby collections offset has been maintained at 10% (\$119,130) since it is unknown what the property market will do next year. Total offset: \$324k.
  4. The American Rescue Plan Act includes the following eligible uses, but further information is still needed:

Revenue replacement for the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency, relative to revenues collected in the most recent fiscal year prior to the emergency.



## EXPENSES:

Below is information about expenses, adjustments, and amendments:

### 20/21 Adjustments & Amendments to Operating Budget:

- For 20/21, a move of \$25,500 from the \$60,375 Caselle software budget (a project which has been abandoned) is included to round out the Geoviewer maintenance fees (operating) costs.
- The \$155k debt service payment for the Morongo Basin Pipeline is deferred to 21/22 and amended in this budget.

### 21/22 Operating Expenses

- Rate study includes a 4% CPI increase and the 21/22 Operating budget is at about 4.3% vs. the original 20/21 budget.
- The Water Recharge program continues with \$571k in funding allocated vs \$691k designated by the Rate Study. This should yield about 858-acre feet based on the published rate of up to \$665 per acre foot for billings in 21/22.
- The Meter Replacement program continues with a budget of \$300k for 21/22. This is offset by \$500k reserve funding designated in the rate study. We anticipate this program will be overbudgeted by about \$577k in the rate study compared with the initial project figures. Upon project completion or upon revision of the Reserve Policy, the use of any excess funds will be determined.
- The final Morongo Basin Pipeline debt payment of \$132,410 is included. This was not in the 21/22 Rate Study since it was a deferred payment from the prior year. Although we have not yet learned of any potential operating and maintenance (O&M) costs that may be borne by the District in the future, I understand that some O&M funding is provided by the ongoing IDM bonded debt #2 property taxes.
- Accelerated payment of CalPERS unfunded liability at 15 Year Amortization level (“additional discretionary employer contributions”) is included for an increase of \$26k. If we can maintain this level of accelerated payment for 15 years, we can save up to \$140,000.
- No early payoff set aside is included for the CIRP loan. Paying off in 2025 would require us to set aside an additional \$370k per year until then for a \$292k interest savings. Paying off in 2028 would require us to set aside an additional \$153k per year until then to yield a \$117k interest savings.

## SALARY EXPENSE:

In evaluating the proposed budget, I would remind users that, because JBWD employees wear many hats, salaries are often attributable to more than one department. Thus:

- a salary shown in one department does not necessarily correlate with the number of employees assigned to that department. Please refer to the comparison report for the allocation detail.
- each department’s salaries are further split between regular pay and projected compensated leave, which is recorded in an allocated (or shared) department.

### 20/21 Salary Adjustments & Amendments:

Public Information Associate’s compensation has been adjusted from Administration Salary budget to Public Information budget. Salaries for vacant Distribution, Finance, and Customer Service positions have been adjusted to Temporary Labor to cover outside labor costs.

## 21/22 Salary

The 21/22 staffing includes continued reorganization due to succession planning; to partially redistribute the workload created from three 20/21 unbudgeted positions; and to accommodate the increased customer demand. Significant changes include:

- First full year of the previously approved Director of Operations position; Elimination of Distribution Supervisor and succession planning for the Production Department; Reclassification of Distribution, Production, and CIRP Lead positions to Foreman positions for each such department;
- Adding a Customer Service & Development Supervisor position to manage the increased Customer Service demand and the development workload that has shifted to this department.
- First full year of the previously approved Director of Finance position; elimination of the AGM/Controller position; and; Additional Finance Department needs are not addressed at this time pending outcome of current transition of ¾ of department staff.

## CAPITAL SUMMARY:

- For 20/21, a move of \$42,650 from the budgeted \$50k Efficiency Study to Geoviewer updates (capital) is included. For 20/21, a move of \$20,000 from the remaining abandoned Caselle budget is included to increase the Laserfiche budget.
- The 21/22 budget includes \$1,616,607 in Capital costs, including \$800k to continue the Tilford CIRP project. Also included is a design for the D-1-1 booster station and a sodium hypochlorite generator at Well 10. This budget also includes \$351k in Equipment & Technology costs for items such as a Construction & Maintenance replacement backhoe, a Valve-turning machine, SCADA Phase 4 improvements, and two replacement vehicles.
- Items such as the sodium hypochlorite generator, 410 backhoe and the valve turning machine, are expenditures that maintain a 10/15-year life cycle.
- The Rate Study funds \$1,000,000 in capital costs and the \$170k in Equipment & Technology, \$50k in Studies and Reports, and \$30k in Building Replacement reserve funding.
- No Chromium 6 revenue or expenses is included.

## FISCAL IMPACT:

The attached proposed 2021/22 budget includes a \$674,771 operating reserve drawdown. Capital expenditures and reserve use totals \$2,651,378. This includes \$1,101,378 in funding that exceeds the current rate study's proposed funding of \$1,550,000 (\$1,250,000 capital plus \$300,000 operating). In total, as proposed, the District would experience a net drawdown to reserves of \$2,185,379 for both 2020/21 and 2021/22 while providing funding for projects that continue to increase the District's efficiency through continued infrastructure, maintenance, and technology enhancements.

This report was followed by a lengthy Q&A period with the Board of Directors, staff, and the public.

ADJOURNMENT – MSC<sup>1</sup> (Floen/Jarlsberg) 4/0/0 motion carried to adjourn the regular Board of Directors meeting at 3:47 p.m.

Respectfully Submitted,

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Mark Ban, General Manager and Board Secretary

**JOSHUA BASIN WATER DISTRICT  
MEETING AGENDA ITEM STAFF REPORT**

**Board of Directors**

**DATE: June 16, 2021**

**REPORT TO:** Board of Directors  
**PREPARED BY:** Anne Roman, Director of Finance  
**TOPIC:** **20/21 REVISED BUDGET REVIEW AND 21/22 BUDGET DISCUSSION**  
**RECOMMENDATION:** Review and approve budget.

---

**ANALYSIS:** This budget was discussed at the 5/11/21 Special Finance Committee, the 5/19/21 Board meeting, the 5/27/21 Special Board meeting, and the 6/09/21 Finance Committee meeting.

**REVENUES:**

**Current Statistics for 20/21:**

- Fiscal year-to-date actual **METERED WATER SALES** revenues are up nearly 31% over last year as of the 05/31/21 billing.
- Collections are down significantly, as evidenced by increased Accounts Receivable (A/R) balances in the A/R **WATER SALES** and related accounts (not a budget account). Year-to-date actual A/R balances are \$142,977 (37%) more than last year. **Non-payment/Decreased Collections = Increased A/R**

**20/21 Revised Budget Revenues:**

- **BASIC FEE** revenues are decreased from \$2,086,000 to \$2,061,000 based on the year-to-date actual trend vs. the rate study's projection.
- **METERED WATER SALES** net revenues are decreased from \$155,950 (5%) to \$187,140 (6%) based on increased A/R balances.
- **STANDBY REVENUE – CURRENT** increased by \$118k since property tax collections are tracking well, likely due to heavy property market activity.

**21/22 Revenue Budget:**

- **BASIC FEE** revenues are budgeted in accordance with the rate study.
- **METERED WATER SALES** were decreased by \$205,620 (6% of **METERED WATER SALES**).
- **STANDBY REVENUE – CURRENT** net revenue has been reduced by \$119,130 (10% of **STANDBY REVENUE – CURRENT**). This projection is based on the future uncertainty related to the property market.

- **Total 21/22 net decrease to revenues related to COVID slow collections: \$324,750.**
- The District will continue to track available funding from the American Rescue Plan Act for COVID related assistance.

### **EXPENSES:**

Below is some notable information about expenses, adjustments, and amendments:

### **Major Adjustments requiring Board Approval:**

#### **20/21 Adjustments & Amendments to Operating Budget:**

- For 20/21, a move of \$25,500 from the \$60,375 Caselle software budget (a project which has been abandoned) is included to supplement the Geoviewer maintenance fees (operating) costs.

#### **20/21 Adjustments & Amendments to Capital Budget:**

- For 20/21, a move of \$42,650 from the budgeted \$50k Efficiency Study to Geoviewer updates (capital) is included. For 20/21, a move of \$20,000 from the remaining abandoned Caselle budget is included to increase the Laserfiche budget.

### **21/22 Operating Expenses**

- Rate study includes a 4% CPI increase and the 21/22 Operating budget is at about 4.3% vs. the original 20/21 budget
- **Included:** The Water Recharge program continues with \$571k in funding allocated vs \$691k designated by the Rate Study. This should yield about 858 acre-feet based on the published rate of up to \$665 per acre foot for billings in 21/22.
- **Included:** The Meter Replacement program continues with a budget of \$300k for 21/22. This is eligible for reimbursement by the Meter Replacement Reserve. We anticipate this program will be overfunded by about \$577k in the rate study compared with the inception-to-date actual project figures. Upon project completion or upon revision of the Reserve Policy, the use of any excess funds will be determined by the Board.
- **Included:** The estimated final Morongo Basin Pipeline debt payment of \$132,410 was not in the 21/22 Rate Study since it was a deferred payment from the prior year. Although we have not yet learned of any potential operating and maintenance (O&M) costs that may be borne by the District in the future, some O&M funding is

provided by the ongoing IDM bonded debt #2 property taxes.

- **Included:** An accelerated payment of CalPERS unfunded liability at 15 Year Amortization level (“additional discretionary employer contributions”) for an increased expense of \$26k. If we can maintain this level of accelerated payment for 15 years, we can save up to \$140,000.

### **21/22 Salary**

The 21/22 staffing includes continued reorganization due to succession planning; to partially redistribute the workload created from three 20/21 unbudgeted positions; and to accommodate the increased customer demand. Significant changes include:

- First full year of the previously approved Director of Operations position; Elimination of Distribution Supervisor and succession planning for the Production Department; Reclassification of Distribution, Production, and CIRP Lead positions to Foreman positions for each of these departments.
- Adding a Customer Service & Development Supervisor position to manage the increased Customer Service demand and the development workload that has shifted to this department.

### **21/22 Capital Expenses**

The 21/22 budget includes \$2,287,607 in Capital costs, including \$800k to continue the Tilford CIRP project. Also included is a design for the D-1-1 booster station and a sodium hypochlorite generator at Well 10. This budget also includes \$351k in Equipment & Technology reserve-reimbursable costs for items such as a Construction & Maintenance replacement backhoe, a Valve-turning machine, SCADA Phase 4 improvements, and two replacement vehicles.

- Items such as the sodium hypochlorite generator, 410 backhoe and the valve turning machine, are expenditures that maintain a 10/15-year life cycle.
- Wastewater Treatment and Collection services are addressed with a Master Design Plan, totaling \$300,000 including a 20% contingency. This project is eligible for reimbursement from the Wastewater Capacity Reserve upon completion.
- Geoviewer “Plant Check” module and additional work for \$30k.
- Paylocity Payroll and HR implementation to replace Paychex for \$11k. Annual operating costs are comparable.

- The Rate Study funds \$1,000,000 in capital costs and the \$170k in Equipment & Technology, \$50k in Studies and Reports, and \$30k in Building Replacement reserve funding (and \$500k in Meter Replacement – operations).

**CHANGES FROM 6/09/21 FINANCE COMMITTEE DISCUSSIONS**

The \$650k Well 14 4-Log project was split to include \$350k in 20/21 and \$300k in 21/22.

- Adjustment for an increase in Worker’s Comp. experience modification factor.
- Recent discussions regarding the District’s administration building’s history, overall condition, efficiency, and space needs for the next 40+ years have taken place after an initial County plan review requested expanded requirements for the Customer Service remodel design permit. Staff recommends moving the \$108,042 budget proposed for miscellaneous building updates and Customer Service lobby remodel to a new capital project for the Admin. Office Building Design and forming an Ad-hoc committee.

**NOT REFLECTED:**

- Not reflected in any LAIF balance projections is a pending reimbursement from the Water Capacity fund to the Capital Reserve fund for Saddleback estimated to be \$752k (close to the balance available in the Water Capacity fund as of 05/21).

**GLOSSARY:**

**Cash flow** – “...net amount of cash and cash equivalents being transferred” (source: Investopedia); This is the movement of cash, NOT an expense. In our context, exemplifies the flow of cash into (replenishment) and out of (use) of reserve funds.

**Drawdown** – decrease to the balance of a cash account (i.e.LAIF).

**Set-aside** – “something...that is set aside for a specified purpose” (source: Merriam-Webster). In our context, 1) an effort to save for early loan payoff or 2) the funding of reserves.

**STRATEGIC PLAN** 2.2 Develop an annual budget for Board approval.

**ITEM:**

**FISCAL IMPACT:**

The attached proposed 2021/22 budget includes a \$672,296 operating reserve deficit/drawdown versus a \$174k rate study intentional drawdown. This includes a \$324k revenue decrease made for anticipated slow collections (potentially partially recoverable when water terminations resume or via federal funding through ARPA, if that becomes available). It also includes about \$160k in salary and benefits overlap costs for succession planning.

Capital expenditures for 2021/22 total \$2,287,607. As proposed, the District would experience a net drawdown to reserves of \$2,273,416 for both 2020/21 and 2021/22 while providing funding for projects that continue to increase the District's efficiency through continued infrastructure, maintenance, and technology enhancements.

\$672,296  
21/22  
Operating  
budget deficit/  
drawdown  
  
\$2,287,607  
21/22 Capital  
budget  
  
\$2,273,416  
**TWO YEAR  
TOTAL  
DRAWDOWN  
ON  
RESERVES**

# JBWD PROPOSED BUDGET

Prepared 05/30/2021; Revised 06/09/2021

## SUMMARY

### OPERATING BUDGET

#### REVENUES

|   |                  |                  |
|---|------------------|------------------|
| 39 - ** OPERATING REVENUES **                 | 5,575,360        | 6,141,655        |
| 40 - ** NON-OPERATING REVENUES **             | 2,234,580        | 2,146,016        |
| <b>TOTAL OPERATING (NON-CAPITAL) REVENUES</b> | <b>7,809,940</b> | <b>8,287,671</b> |

#### EXPENSES

|  |                  |                  |
|--|------------------|------------------|
| 01 - ** PRODUCTION **                                  | 1,747,534        | 1,841,940        |
| 02 - ** DISTRIBUTION **                                | 882,204          | 1,034,495        |
| 03 - ** CUSTOMER SERVICE **                            | 1,164,466        | 1,014,860        |
| 04 - ** ADMINISTRATION **                              | 1,074,775        | 1,226,312        |
| 05 - ** DEVELOPMENT & ENGINEERING **                   | 35,000           | 55,000           |
| 06 - ** FINANCE **                                     | 597,496          | 752,674          |
| 07 - ** HUMAN RESOURCES **                             | 233,516          | 200,376          |
| 09 - ** BONDS, LOANS & STANDBY **                      | 582,647          | 693,475          |
| 12 - ** CAPITAL IMPROVEMENT REPLACEMENT PROGRAM (CIRP) | 241,025          | 258,833          |
| 20 - ** HDMC TREATMENT PLANT (Reimbursable) **         | 130,000          | 132,000          |
| <b>TOTAL OPERATING EXPENSES</b>                        | <b>6,688,664</b> | <b>7,209,966</b> |

**NET REVENUE before FUNDING RESERVES**

**1,121,276**      **1,077,704**

^ NET REVENUE ^

#### FUNDING OF RESERVES from OPERATING BUDGET

|  |                  |                  |
|--|------------------|------------------|
| 42 - ** RESERVE SET-ASIDE (DRAWDOWN) - OP **                                   | 1,750,000        | 1,750,000        |
| <b>(DEFICIT/DRAWDOWN) after FUNDING RESERVES &amp; before CAPITAL EXPENSES</b> | <b>(628,724)</b> | <b>(672,296)</b> |

^ RESERVE DRAWDOWN ^

### CAPITAL BUDGET

#### REVENUES

|                            |       |        |
|----------------------------|-------|--------|
| 41 - ** CAPITAL REVENUE ** | Grant | 41,165 |
|----------------------------|-------|--------|

#### EXPENSES

|  |                    |                    |
|--|--------------------|--------------------|
| 70 - ** CAPITAL - OPERATIONS **                              | 497,746            | 970,700            |
| 74 - ** CAPITAL - ADMINISTRATION **                          | 289,000            | 516,907            |
| 80 - ** CAPITAL - CIRP TOP PRIORITIES **                     | 750,000            | 800,000            |
| <b>TOTAL CAPITAL EXPENSES</b>                                | <b>1,536,746</b>   | <b>2,287,607</b>   |
| <b>(DEFICIT/DRAWDOWN) after CAPITAL EXPENSES</b>             | <b>(1,495,581)</b> | <b>(2,287,607)</b> |
| <b>(DEFICIT/DRAWDOWN) - COMBINED OPERATING &amp; CAPITAL</b> | <b>(2,124,304)</b> | <b>(2,959,903)</b> |

#### CASH FLOW EFFECT ON OPERATING AND CAPITAL RESERVES

|  |                  |                    |
|--|------------------|--------------------|
| (DEFICIT/DRAWDOWN) - COMBINED OPERATING & CAPITAL from ABOVE | (2,124,304)      | (2,959,903)        |
| CASH FLOW FROM USE OF METER REPL. RESERVE                    | (389,209)        | (300,000)          |
| ANNUAL REPLENISHMENT OF RESERVES from ABOVE                  | 1,750,000        | 1,750,000          |
| <b>(DEFICIT/DRAWDOWN) IN EXCESS OF RATE STUDY FUNDING</b>    | <b>(763,513)</b> | <b>(1,509,903)</b> |

11,268,749.00

BEG BAL @ 07/01/2020

8,995,332.92

END BAL @ 06/30/2022  
PROJECTED RESERVE





# JBWD PROPOSED BUDGET

Prepared 05/30/2021; Revised 06/09/2021

## OPERATING BUDGET

| PROPOSED       |                 |
|----------------|-----------------|
| 2020-2021      | 2021-2022       |
| Revised Budget | Original Budget |

### REVENUES

#### Program: 39 - \*\* OPERATING REVENUES \*\*

|                |                                 |                  |                  |
|----------------|---------------------------------|------------------|------------------|
| 01-39-41010-FI | METERED WATER SALES             | 3,119,000        | 3,427,000        |
| 01-39-41011-FI | (WATER CASHFLOW CONTRA)         | (187,140)        | (205,620)        |
| 01-39-41012-FI | ALLOW FOR CAAP/BILLING ADJ      | (11,500)         | (7,725)          |
| 01-39-41015-FI | BASIC FEES                      | 2,061,000        | 2,290,000        |
| 01-39-41016-FI | BASIC FEES - LOCKED/PULLED      | 369,000          | 410,000          |
| 01-39-41030-FI | PRIVATE FIRE PROTECTION SERV.   | 25,000           | 28,000           |
| 01-39-41040-FI | SPECIAL SERVICES REVENUE        | 200,000          | 200,000          |
|                | <b>TOTAL OPERATING REVENUES</b> | <b>5,575,360</b> | <b>6,141,655</b> |

#### Program: 40 - \*\* NON-OPERATING REVENUES \*\*

|                |   |                  |                  |
|----------------|---|------------------|------------------|
| 01-40-41045-FI | HDMC WWTP OPERATIONS REIMB REVENUE            | 130,000          | 132,000          |
| 01-40-41046-FI | HDMC WWTP OVERHEAD/FEES REIMB REVENUE         | 29,250           | 29,700           |
| 01-40-42100-FI | STANDBY REVENUE-CURRENT                       | 1,183,822        | 1,191,301        |
| 01-40-42110-FI | (STANDBY CASHFLOW CONTRA)                     | -                | (119,130)        |
| 01-40-43000-FI | PROPERTY TAX REVENUE                          | 455,000          | 535,012          |
| 01-40-43020-FI | ASSESSMENT REVENUE - CMM                      | 257,488          | 242,133          |
| 01-40-46100-FI | GRANT REVENUE - FEDERAL                       | 31,020           | -                |
| 01-40-47000-FI | MISCELLANEOUS REVENUE                         | 20,000           | 20,000           |
| 01-40-47002-FI | INTEREST REVENUE                              | 128,000          | 115,000          |
|                | <b>TOTAL NON-OPERATING REVENUES</b>           | <b>2,234,580</b> | <b>2,146,016</b> |
|                | <b>TOTAL OPERATING (NON-CAPITAL) REVENUES</b> | <b>7,809,940</b> | <b>8,287,671</b> |

# JBWD PROPOSED BUDGET

Prepared 05/30/2021; Revised 06/09/2021

## OPERATING BUDGET

| PROPOSED       |                 |
|----------------|-----------------|
| 2020-2021      | 2021-2022       |
| Revised Budget | Original Budget |

### EXPENSES BY DEPARTMENT

#### Program: 01 - \*\* PRODUCTION \*\*

|                      |  |                  |                  |
|----------------------|--|------------------|------------------|
| 01-01-5-01-01118-FI  | PRODUCTION SALARY (incl STBY,CLBK)     | 379,886          | 389,552          |
| 01-01-5-01-02205-RL  | WATER TREATMENT EXPENSE                | 6,000            | 7,000            |
| 01-01-5-01-02210-RL  | SMALL TOOLS - PRODUCTION               | 7,500            | 10,000           |
| 01-01-5-01-03102-GM  | WATER RECHARGE PURCHASE                | 500,000          | 571,000          |
| 01-01-5-01-03105-GM  | WATER SUPPLY MONITORING                | 40,000           | 10,000           |
| 01-01-5-01-03108-RL  | RECHARGE MAINT/REPAIR                  | 5,000            | 5,000            |
| 01-01-5-01-03111-D/P | EQUIPMENT RENTAL                       | 3,500            | 3,500            |
| 01-01-5-01-03115-RL  | PUMPING PLANT REPAIR & MAINT.          | 35,000           | 35,000           |
| 01-01-5-01-03120-RL  | TANK & RESERVOIR MAINTENANCE           | 100,000          | 30,000           |
| 01-01-5-01-03207-RL  | GENERATOR (LARGE) REPAIR & MAINTENANCE | 25,000           | 25,000           |
| 01-01-5-01-04004-RL  | LABORATORY SERVICES                    | 20,000           | 20,000           |
| 01-01-5-01-06105-RL  | POWER FOR PUMPING (ELECTRIC)           | 300,000          | 325,000          |
| 01-01-5-01-06501-RL  | TELEMETRY / SCADA EXPENSE              | 5,000            | 5,000            |
| 01-01-5-01-07002-GM  | RIGHT OF WAY                           | 16,870           | 16,870           |
| 01-01-5-01-98001-FI  | EE BENEFITS ALLOCATED                  | 216,330          | 281,302          |
| 01-01-5-01-98002-FI  | FIELD EXPENSES ALLOCATED               | 87,449           | 107,716          |
|                      | <b>TOTAL PRODUCTION</b>                | <b>1,747,534</b> | <b>1,841,940</b> |

#### Program: 02 - \*\* DISTRIBUTION \*\*

|                     |                                      |                |                  |
|---------------------|--------------------------------------|----------------|------------------|
| 01-02-5-02-01130-FI | DISTRIBUTION SALARY (incl STBY,CLBK) | 373,115        | 448,895          |
| 01-02-5-02-02211-JC | SMALL TOOLS - DISTRIBUTION           | 10,000         | 12,500           |
| 01-02-5-02-02920-FI | INVENTORY-OVER & SHORT               | 40,000         | 45,000           |
| 01-02-5-02-03106-JC | MAINLINE AND LEAK REPAIR             | 55,000         | 60,000           |
| 01-02-5-02-03206-JC | TRACTOR REPAIR / MAINT.              | 10,000         | 15,000           |
| 01-02-5-02-04005-JC | UTILITY LOCATING (DIG ALERT)         | 2,000          | 5,000            |
| 01-02-5-02-98001-FI | EE BENEFITS ALLOCATED                | 264,404        | 323,993          |
| 01-02-5-02-98002-FI | FIELD EXPENSES ALLOCATED             | 127,686        | 124,107          |
|                     | <b>TOTAL DISTRIBUTION</b>            | <b>882,204</b> | <b>1,034,495</b> |

#### Program: 03 - \*\* CUSTOMER SERVICE \*\*

|                      |  |                  |                  |
|----------------------|--|------------------|------------------|
| 01-03-5-03-01107-FI  | FIELD SALARY - CUSTOMER SERVICE        | 119,149          | 51,763           |
| 01-03-5-03-01114-FI  | OFFICE SALARY - CUSTOMER SERV.         | 152,665          | 237,173          |
| 01-03-5-03-03107-JC  | METER SERVICE REPAIR (INTERNAL & CUST) | 407,685          | 300,000          |
| 01-03-5-03-05201-JC  | METER READING EQUIPMENT & EXPENSE      | 5,000            | 5,000            |
| 01-03-5-03-07004-HR  | LOW INCOME ASSISTANCE (LIA)            | 6,650            | 6,650            |
| 01-03-5-03-07010-DOF | BAD DEBT                               | 30,000           | 40,000           |
| 01-03-5-03-07015-HR  | CUSTOMER SERVICE - OTHER               | 56,800           | 60,000           |
| 01-03-5-03-98001-FI  | EE BENEFITS ALLOCATED                  | 252,386          | 203,388          |
| 01-03-5-03-98002-FI  | FIELD EXPENSES ALLOCATED               | 23,342           | 14,330           |
| 01-03-5-03-98003-FI  | OFFICE EXPENSE ALLOCATED               | 110,789          | 96,556           |
|                      | <b>TOTAL CUSTOMER SERVICE</b>          | <b>1,164,466</b> | <b>1,014,860</b> |

#### Program: 04 - \*\* ADMINISTRATION \*\*

|                      |                                   |                  |                  |
|----------------------|-----------------------------------|------------------|------------------|
| 01-04-5-04-01108-FI  | ADMINISTRATION SALARY             | 344,676          | 340,498          |
| 01-04-5-04-01115-FI  | SAFETY SALARY                     | 7,041            | -                |
| 01-04-5-04-01121-FI  | DIRECTORS SALARY                  | 32,642           | 31,253           |
| 01-04-5-04-01210-EXA | DIRECTORS / C.A.C. EDUCATION      | 20,000           | 25,000           |
| 01-04-5-04-04007-GM  | LEGISLATIVE ADVOCACY              | 5,000            | 5,000            |
| 01-04-5-04-07008-EXA | BUSINESS EXPENSE                  | 10,000           | 6,000            |
| 01-04-5-04-07014-GM  | PUBLIC INFORMATION                | 64,967           | 66,702           |
| 01-04-5-04-07016-EXA | MEMBERSHIP, DUES & SUBSCRIPT      | 44,482           | 49,291           |
| 01-04-5-04-07020-GM  | WATER CONSERVATION EXPENSE        | 15,000           | 15,000           |
| 01-04-5-04-07025-GM  | LEGAL SERVICES - NON-PERSONNEL    | 60,000           | 55,000           |
| 01-04-5-04-07218-HR  | SAFETY EXPENSE (EQUIP & SUPPLIES) | 23,825           | 23,825           |
| 01-04-5-04-07219-GM  | EMERGENCY PREPAREDNESS            | 15,000           | 55,000           |
| 01-04-5-04-07401-HR  | PROPERTY INSURANCE & RISK MGMT    | 95,000           | 114,000          |
| 01-04-5-04-98001-FI  | EE BENEFITS ALLOCATED             | 196,139          | 278,381          |
| 01-04-5-04-98003-FI  | OFFICE EXPENSE ALLOCATED          | 141,003          | 161,363          |
|                      | <b>TOTAL ADMINISTRATION</b>       | <b>1,074,775</b> | <b>1,226,312</b> |

# JBWD PROPOSED BUDGET

Prepared 05/30/2021; Revised 06/09/2021

## OPERATING BUDGET

| PROPOSED       |                 |
|----------------|-----------------|
| 2020-2021      | 2021-2022       |
| Revised Budget | Original Budget |

### Program: 05 - \*\* DEVELOPMENT & ENGINEERING \*\*

|                      |  |               |               |
|----------------------|--|---------------|---------------|
| 01-05-5-05-02305-ENG | MAPS/DRAFTING SUPPLIES                     | 5,000         | -             |
| 01-05-5-05-04008-GM  | ENGINEERING CONTRACT SERVICES              | 15,000        | 40,000        |
| 01-05-5-05-04013-ENG | DEVELOPMENT - OTHER                        | 15,000        | 15,000        |
|                      | <b>TOTAL DEVELOPMENT &amp; ENGINEERING</b> | <b>35,000</b> | <b>55,000</b> |

### Program: 06 - \*\* FINANCE \*\*

|                      |                           |                |                |
|----------------------|---------------------------|----------------|----------------|
| 01-06-5-06-01101-FI  | FINANCE SALARY            | 238,551        | 325,649        |
| 01-06-5-06-04009-DOF | ACCOUNTING/AUDIT SERVICES | 24,915         | 25,360         |
| 01-06-5-06-07001-DOF | FINANCE - OTHER           | 24,101         | 30,065         |
| 01-06-5-06-98001-FI  | EE BENEFITS ALLOCATED     | 164,892        | 235,041        |
| 01-06-5-06-98003-FI  | OFFICE EXPENSE ALLOCATED  | 145,037        | 136,559        |
|                      | <b>TOTAL FINANCE</b>      | <b>597,496</b> | <b>752,674</b> |

### Program: 07 - \*\* HUMAN RESOURCES \*\*

|                     |                               |                |                |
|---------------------|-------------------------------|----------------|----------------|
| 01-07-5-07-01102-FI | PERSONNEL SALARY              | 86,082         | 39,761         |
| 01-07-5-07-01105-HR | AWARDS SALARY/LEAVE           | 2,500          | 2,500          |
| 01-07-5-07-01215-HR | EMPLOYEE TRAINING             | 5,000          | 30,000         |
| 01-07-5-07-01217-HR | EMPLOYEE EDUCATION            | 10,000         | 10,000         |
| 01-07-5-07-01905-HR | EMPLOYMENT RECRUITING EXPENSE | 10,000         | 16,000         |
| 01-07-5-07-01910-HR | LABOR LEGAL FEES              | 40,000         | 40,000         |
| 01-07-5-07-01915-HR | PERSONNEL - OTHER             | 20,000         | 10,000         |
| 01-07-5-07-01920-HR | AWARDS GIFTS                  | 2,500          | 2,500          |
| 01-07-5-07-98001-FI | EE BENEFITS ALLOCATED         | 31,248         | 31,328         |
| 01-07-5-07-98003-FI | OFFICE EXPENSE ALLOCATED      | 26,186         | 18,287         |
|                     | <b>TOTAL HUMAN RESOURCES</b>  | <b>233,516</b> | <b>200,376</b> |

### Program: 09 - \*\* BONDS, LOANS & STANDBY \*\*

|                      |  |                |                |
|----------------------|--|----------------|----------------|
| 01-09-5-09-08115-FI  | CMM PRINCIPLE                                  | 121,000        | 127,000        |
| 01-09-5-09-08120-FI  | MORONGO BASIN PIPELINE                         | -              | 132,410        |
| 01-09-5-09-08130-FI  | (CIRP) MUNICIPAL FINANCE LOAN PRINCIPLE        | 157,858        | 170,247        |
| 01-09-5-09-08215-FI  | INTEREST EXPENSE - CMM                         | 120,713        | 115,133        |
| 01-09-5-09-08220-FI  | (CIRP) MUNICIPAL FINANCE LOAN INTEREST EXPENSE | 110,033        | 97,644         |
| 01-09-5-09-08320-FI  | GENERAL TAX COLLECTION CHARGE                  | 1,200          | 1,400          |
| 01-09-5-09-08325-FI  | ADMINISTRATION - CMM                           | 11,844         | 11,642         |
| 01-09-5-09-08330-DOF | STANDBY ADMINISTRATION                         | 60,000         | 38,000         |
|                      | <b>TOTAL BONDS, LOANS &amp; STANDBY</b>        | <b>582,647</b> | <b>693,475</b> |

### Program: 12 - \*\* CAPITAL IMPROVEMENT REPLACEMENT PROGRAM (CIRP)

|                     |   |                |                            |
|---------------------|---|----------------|----------------------------|
| 01-12-5-12-01212-FI | CIRP: COMPENSATED LEAVE                 | 30,736         | 61,507                     |
| 01-12-5-12-02213-FI | CIRP: SALARY (excl STBY,CLBK)           | 346,831        | 373,831                    |
| 01-12-5-12-02213-JC | CIRP: SMALL TOOLS/MISC. EXP.            | 15,000         | 15,000                     |
| 01-12-5-12-98001-FI | EE BENEFITS ALLOCATED                   | 240,367        | 269,778                    |
| 01-12-5-12-98002-FI | FIELD EXPENSES ALLOCATED                | 85,920         | 103,347                    |
| 01-12-5-12-98777-FI | CIRP: SALARY CLEARING (PROJ SALARY)     | (284,068)      | (323,831) ALLOC TO CAPITAL |
| 01-12-5-12-98779-FI | CIRP: BENEFITS CLEARING (PROJ BENEFITS) | (193,761)      | (240,799) ALLOC TO CAPITAL |
|                     | <b>TOTAL CIRP</b>                       | <b>241,025</b> | <b>258,833</b>             |

### Program: 20 - \*\* HDMC TREATMENT PLANT (Reimbursable) \*\*

|                      |  |                |                |
|----------------------|--|----------------|----------------|
| 01-20-5-20-03101-DWR | HDMC: OTHER                                      | 40,000         | 40,000         |
| 01-20-5-20-04100-DWR | HDMC: CONTRACTED OPERATION EXP                   | 80,000         | 80,000         |
| 01-20-5-20-06100-DWR | HDMC: PUMPING POWER                              | 10,000         | 12,000         |
|                      | <b>TOTAL HDMC TREATMENT PLANT (Reimbursable)</b> | <b>130,000</b> | <b>132,000</b> |

# JBWD PROPOSED BUDGET

Prepared 05/30/2021; Revised 06/09/2021

## OPERATING BUDGET

| PROPOSED       |                 |
|----------------|-----------------|
| 2020-2021      | 2021-2022       |
| Revised Budget | Original Budget |

### EXPENSES FOR SHARED DEPTS / ALLOCATED TO MAIN DEPARTMENTS

#### Program: 51 - \*\* BENEFITS ALLOCATED TO DEPTS \*\*

|                      |                                     |                    |                                   |
|----------------------|-------------------------------------|--------------------|-----------------------------------|
| 01-51-5-51-01211-FI  | COMPENSATED LEAVE                   | 264,648            | 308,493                           |
| 01-51-5-51-01216-FI  | CAFETERIA PLAN EXPENSE              | 545,665            | 643,464                           |
| 01-51-5-51-01220-FI  | GROUP INSURANCE EXPENSE             | 16,300             | 19,024                            |
| 01-51-5-51-01225-FI  | WORKERS COMPENSATION INSURANCE      | 42,588             | 75,546                            |
| 01-51-5-51-01230-FI  | RETIREMENT: PERS Classic 2%@55      | 228,197            | 311,873                           |
| 01-51-5-51-01231-FI  | RETIREMENT: PERS Tier 2 2%@62       | 50,573             | 41,354                            |
| 01-51-5-51-01232-FI  | RETIREMENT: PERS - TEMP             | 3,525              | 3,524                             |
| 01-51-5-51-01233-FI  | RETIREMENT - 457 CONTRIBUTION       | 27,000             | 27,000                            |
| 01-51-5-51-01250-HR  | MISC. BENEFITS: WELLNESS            | 8,000              | 8,000                             |
| 01-51-5-51-01305-FI  | PAYROLL TAXES                       | 179,269            | 184,933                           |
| 01-51-5-51-98000 -FI | ALLOCATED EXPENSES - BENEFITS       | <u>(1,365,765)</u> | <u>(1,623,211)</u> ALLOC TO DEPTS |
|                      | UNALLOCATED BENEFIT SHARED ACCOUNTS | -                  | -                                 |

#### Program: 52 - \*\* FIELD ALLOCATED TO DEPTS \*\*

|                      |                                     |                  |                                 |
|----------------------|-------------------------------------|------------------|---------------------------------|
| 01-52-5-52-01240-D/P | UNIFORMS (FIELD)                    | 10,500           | 11,500                          |
| 01-52-5-52-02206-D/P | SHOP EXPENSE - COMBINED             | 15,000           | 15,000                          |
| 01-52-5-52-02209-EXA | SHOP OFFICE SUPPLIES                | 27,680           | 20,000                          |
| 01-52-5-52-02212-D/P | SMALL TOOLS - COMBINED & REPAIR     | 5,500            | -                               |
| 01-52-5-52-03205-D/P | TOOL / EQUIP REPAIR                 | 1,000            | 1,000                           |
| 01-52-5-52-03905-D/P | BUILDING REPAIR/MAINT-SHOP/SITE     | 25,000           | 30,000                          |
| 01-52-5-52-04015-EXA | OPS: SOFTWARE,SUPPORT & COMP. EQUIP | 93,716           | 138,000                         |
| 01-52-5-52-05005-D/P | FUEL-VEHICLES                       | 55,000           | 60,000                          |
| 01-52-5-52-05010-D/P | AUTO EXPENSE - FIELD                | 15,000           | 20,000                          |
| 01-52-5-52-06305-EXA | COMMUNICATIONS-MOBILE               | 26,000           | 29,000                          |
| 01-52-5-52-07009-D/P | REGULATORY-PERMITS, FEES, CERTS     | 50,000           | 25,000                          |
| 01-52-5-52-98000-FI  | ALLOCATED EXPENSES - FIELD          | <u>(324,396)</u> | <u>(349,500)</u> ALLOC TO DEPTS |
|                      | UNALLOCATED FIELD SHARED ACCOUNTS   | -                | -                               |

#### Program: 53 - \*\* OFFICE ALLOCATED TO DEPTS \*\*

|                      |                                    |                  |                                 |
|----------------------|------------------------------------|------------------|---------------------------------|
| 01-53-5-53-01405-HR  | TEMPORARY LABOR FEES               | 102,100          | 30,000                          |
| 01-53-5-53-02105-EXA | OFFICE SUPPLIES                    | 43,000           | 35,000                          |
| 01-53-5-53-02107-EXA | OFFICE EQUIP & MAINT.              | 15,000           | 26,000                          |
| 01-53-5-53-02110-EXA | POSTAGE                            | 33,500           | 33,500                          |
| 01-53-5-53-03906-EXA | BUILDING REPAIR/MAINT - OFFICE     | 44,680           | 47,265                          |
| 01-53-5-53-04015-EXA | ADMIN: COMPUTER SOFTWARE & SUPPORT | 111,235          | 164,000                         |
| 01-53-5-53-05010-DOF | AUTO EXPENSE - OFFICE              | 5,500            | 6,000                           |
| 01-53-5-53-06205-EXA | TELEPHONE AND UTILITIES            | 68,000           | 71,000                          |
| 01-53-5-53-98000-FI  | ALLOCATED EXPENSES - OFFICE        | <u>(423,015)</u> | <u>(412,765)</u> ALLOC TO DEPTS |
|                      | UNALLOCATED OFFICE SHARED ACCOUNTS | -                | -                               |

|                                     |                  |                  |
|-------------------------------------|------------------|------------------|
| TOTAL OPERATING EXPENSES            | <u>6,688,664</u> | <u>7,209,966</u> |
| NET REVENUE before FUNDING RESERVES | <u>1,121,276</u> | <u>1,077,704</u> |
|                                     | ^ NET REVENUE ^  |                  |

# JBWD PROPOSED BUDGET

Prepared 05/30/2021; Revised 06/09/2021

## OPERATING BUDGET

| PROPOSED       |                 |
|----------------|-----------------|
| 2020-2021      | 2021-2022       |
| Revised Budget | Original Budget |

### FUNDING OF RESERVES from OPERATING BUDGET

Rate Study Net Operating Revenues are designated to fund these reserve funds

#### Program: 42 - \*\* RESERVE SET-ASIDE (DRAWDOWN) - OP \*\*

|  |                                 |                             |                  |
|--|---------------------------------|-----------------------------|------------------|
| 01-42-5-99-00010-FI                              | BUILDING RES (OP Funded)        | 30,000                      | 30,000           |
| 01-42-5-99-00100-FI                              | EQUIP&TECH RES (OP Funded)      | 170,000                     | 170,000          |
| 01-42-5-99-00150-FI                              | METER REPL RES (OP Funded)      | 500,000                     | 500,000          |
| 01-42-5-99-00250-FI                              | STUDIES/REPORTS RES (OP Funded) | 50,000                      | 50,000           |
| 01-42-5-99-00300-FI                              | CAPTIAL RES (OP Funded)         | 1,000,000                   | 1,000,000        |
| <b>TOTAL RESERVE SET-ASIDE (DRAWDOWN) - OP</b>   |                                 | <b>1,750,000</b>            | <b>1,750,000</b> |
| <b>(DEFICIT/DRAWDOWN) after FUNDING RESERVES</b> |                                 | <b>(628,724)</b>            | <b>(672,296)</b> |
|  |                                 | <i>^ RESERVE DRAWDOWN ^</i> |                  |

\*\*\*\*\*

### CASH FLOW FROM USE OF METER REPL. RESERVE

#### Program: 42 - \*\* RESERVE SET-ASIDE (DRAWDOWN) - OP \*\*

|   |                          |                  |                  |
|---|--------------------------|------------------|------------------|
| 01-42-5-99-00152-FI                                   | METER REPL RES (OP Used) | (389,209)        | (300,000)        |
| <b>AVAILABLE FROM OPERATING RESERVE REIMBURSEMENT</b> |                          | <b>(389,209)</b> | <b>(300,000)</b> |



JOSHUA BASIN WATER DISTRICT  
SALARY & BENEFITS BUDGET COMPARISON at Top Step



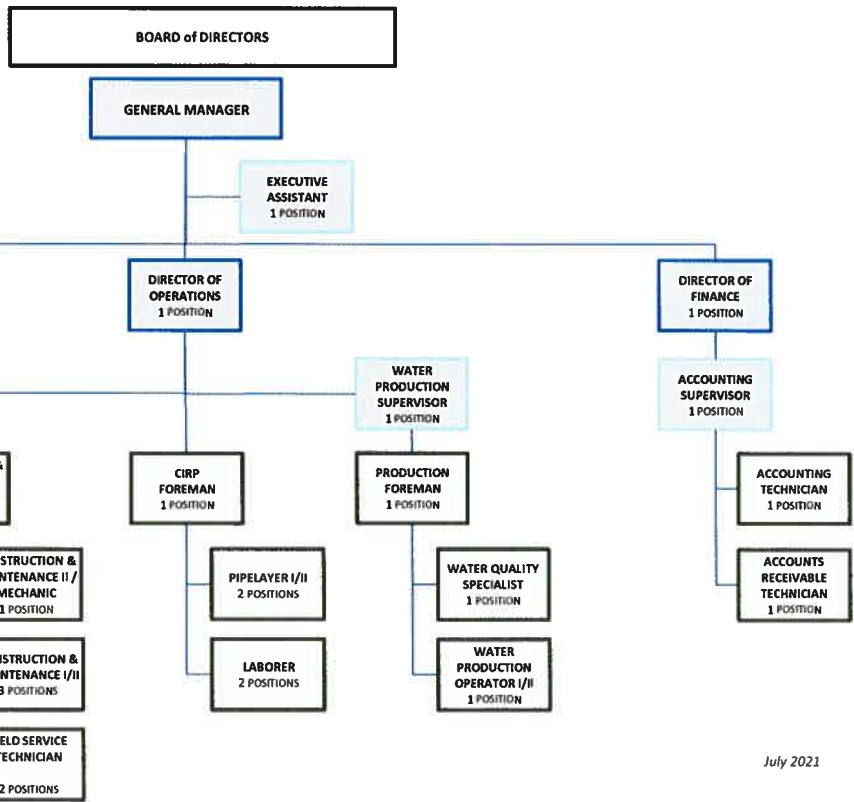
| 2020 - 2021 Original PAYROLL BUDGET   |                  |             |  |                     |                    |  |
|---|------------------|-------------|--|---------------------|--------------------|--|
| # Operations  | # Administration | # Board     | Description  | Salaries            | Benefits           |  |
|   |                  |             | <b>PRODUCTION (4 positions)</b>  |                     |                    |  |
| Unfiled   |                  |             | AGM-Operations   |                     |                    |  |
| 1.00  |                  |             | Water Production Supervisor  |                     |                    |  |
|   |                  |             |  |                     |                    |  |
| 2.00  |                  |             | Water Production Operator II   |                     |                    |  |
| 1.00  |                  |             | Water Quality Specialist   |                     |                    |  |
|   |                  |             | <b>DISTRIBUTION (5 positions)</b>                                      |                     |                    |  |
| Unfiled   |                  |             | AGM-Operations   |                     |                    |  |
| 1.00  |                  |             | Water Distribution Supervisor  |                     |                    |  |
|   |                  |             |  |                     |                    |  |
| 1.00  |                  |             | Lead Construction & Maintenance  |                     |                    |  |
| 2.00  |                  |             | Construction & Maintenance II  |                     |                    |  |
| 1.00  |                  |             | Construction & Maintenance I   |                     |                    |  |
|   |                  |             | <b>CUSTOMER SERVICE (4.75 positions)</b>                               |                     |                    |  |
|   | 2.00             |             | Lead Customer Service Representative / Customer Service Representative |                     |                    |  |
|   | 0.50             |             | Accounts Receivable Technician   |                     |                    |  |
|   | 0.25             |             | General Office Assistant (3/4-time)                                    |                     |                    |  |
| 1.00  |                  |             | Field Service Technician   |                     |                    |  |
| 1.00  |                  |             | Field Service Technician II  |                     |                    |  |
|   |                  |             | <b>DEVELOPMENT (0 Positions)</b>                                       |                     |                    |  |
| Unfiled   | Unfiled          |             | Development-Coordinator  |                     |                    |  |
|   |                  |             | <b>ADMINISTRATION (4.3 Positions)</b>                                  |                     |                    |  |
| 0.50  | 0.50             |             | General Manager  |                     |                    |  |
|   | 0.40             |             | AGM - Controller   |                     |                    |  |
|   | 1.00             |             | Executive Assistant  |                     |                    |  |
| 0.50  |                  |             | Safety Coordinator (part-time)   |                     |                    |  |
|   | 0.65             |             | Director of Administration   |                     |                    |  |
| 0.25  | 0.25             |             | Public Information Associate (prev funded via Public Info acct)        |                     |                    |  |
|   | 0.25             |             | General Office Assistant (3/4-time)                                    |                     |                    |  |
|   |                  |             | <b>FINANCE (3.35 Positions)</b>  |                     |                    |  |
|   | 0.60             |             | AGM / Controller > Director of Finance                                 |                     |                    |  |
|   | 1.00             |             | Accountant   |                     |                    |  |
|   | 1.00             |             | Accounting Technician  |                     |                    |  |
|   | 0.50             |             | Accounts Receivable Technician   |                     |                    |  |
|   | 0.25             |             | General Office Assistant (3/4-time)                                    |                     |                    |  |
|   |                  |             | <b>HUMAN RESOURCES (0.35 Positions)</b>                                |                     |                    |  |
|   | 0.35             |             | Director of Administration   |                     |                    |  |
|   |                  |             | <b>DIRECTORS (5 Positions)</b>   |                     |                    |  |
|   | 1.00             |             | Director   |                     |                    |  |
|   | 1.00             |             | Director   |                     |                    |  |
|   | 1.00             |             | Director   |                     |                    |  |
|   | 1.00             |             | Director   |                     |                    |  |
|   | 1.00             |             | Director   |                     |                    |  |
| <b>12.25</b>  | <b>9.50</b>      | <b>5.00</b> | <b>TOTAL (26.75)</b>   | <b>\$ 2,048,281</b> | <b>\$ 856,532</b>  |  |
|   |                  |             | includes OT, Standby, Callback >                                       |                     |                    |  |
| COMBINED PERCENTAGE OF REVENUE  |                  |             |  |                     | 38%                |  |
| <b>POSITIONS IN SUPPORT OF CAPITAL IMPROVEMENT / ORG. ASSESS. / METER REPL.</b> |                  |             |  |                     |                    |  |
|   |                  |             | <b>ORGANIZATIONAL ASSESSMENT (1 Position) (SUPPLEMENTAL)</b>           |                     |                    |  |
| 1.00  |                  |             | Operations Technician  |                     |                    |  |
| Unfiled   | Unfiled          |             | Purchasing & Contracts Administrator                                   | \$53,019            | \$36,763           |  |
|   |                  |             | <b>CAPITAL IMPROVEMENT CREW POSITIONS (5 Positions)</b>                |                     |                    |  |
| 1.00  |                  |             | CIRP - Lead Equipment Operator   |                     |                    |  |
| 1.00  |                  |             | CIRP - Pipelayer II  |                     |                    |  |
| 1.00  |                  |             | CIRP - Pipelayer I   |                     |                    |  |
| 2.00  |                  |             | CIRP - Laborer   |                     |                    |  |
|   |                  |             | <b>TOTAL (6)</b>   | <b>\$314,803</b>    | <b>\$193,761</b>   |  |
| <b>18.25</b>  | <b>9.50</b>      | <b>5.00</b> | <b>TOTAL (32.75)</b>   | <b>\$2,416,103</b>  | <b>\$1,088,723</b> |  |
|   |                  |             | includes OT, Standby, Callback >                                       |                     |                    |  |
| COMBINED PERCENTAGE OF REVENUE  |                  |             |  |                     | 46%                |  |



JOSHUA BASIN WATER DISTRICT  
SALARY & BENEFITS BUDGET COMPARISON at Top Step



| 2021 - 2022 Original PAYROLL BUDGET                              |                  |         |  |                                  |                           |
|--|------------------|---------|--|----------------------------------|---------------------------|
| # Operations   | # Administration | # Board | Description  | Salaries                         | Benefits                  |
| <b>PRODUCTION (4.33 positions)</b>                               |                  |         |  |                                  |                           |
| 0.33   |                  |         | Director of Operations   |                                  |                           |
| 1.00   |                  |         | Water Production Supervisor  |                                  |                           |
| 1.00   |                  |         | Water Production Foreman   |                                  |                           |
| 1.00   |                  |         | Water Production Operator I  |                                  |                           |
| 1.00   |                  |         | Water Quality Specialist   |                                  |                           |
| <b>DISTRIBUTION (6.34 positions)</b>                             |                  |         |  |                                  |                           |
| 0.34   |                  |         | Director of Operations   |                                  |                           |
|  |                  |         | Water-Distribution-Supervisor  |                                  |                           |
| 1.00   |                  |         | Water Distribution Foreman   |                                  |                           |
| <b>Lead-Construction-&amp;-Maintenance</b>                       |                  |         |  |                                  |                           |
| 2.00   |                  |         | Construction & Maintenance II (and 1 CMII / Mechanic)                  |                                  |                           |
| 2.00   |                  |         | Construction & Maintenance I   |                                  |                           |
| 0.50   |                  |         | Field Service Technician   |                                  |                           |
| 0.50   |                  |         | Field Service Technician II  |                                  |                           |
| <b>CUSTOMER SERVICE (4.33 positions)</b>                         |                  |         |  |                                  |                           |
|  | 0.33             |         | Director of Administration   |                                  |                           |
|  | 0.50             |         | TBD Supervisor   |                                  |                           |
|  | 2.00             |         | Lead Customer Service Representative / Customer Service Representative |                                  |                           |
|  | 0.25             |         | Accounts Receivable Technician   |                                  |                           |
|  | 0.25             |         | General Office Assistant (3/4-time)                                    |                                  |                           |
| 0.50   |                  |         | Field Service Technician   |                                  |                           |
| 0.50   |                  |         | Field Service Technician II  |                                  |                           |
| <b>DEVELOPMENT (0 Positions)</b>                                 |                  |         |  |                                  |                           |
| Development-Coordinator  |                  |         |  |                                  |                           |
| <b>ADMINISTRATION (3.09 Positions)</b>                           |                  |         |  |                                  |                           |
|  | 0.50             |         | General Manager  |                                  |                           |
|  | 1.00             |         | AGM—Controller   |                                  |                           |
|  |                  |         | Executive Assistant  |                                  |                           |
|  |                  |         | Safety-Coordinator (part-time)   |                                  |                           |
|  | 0.34             |         | Director of Administration   |                                  |                           |
|  | 0.50             |         | TBD Supervisor   |                                  |                           |
|  |                  |         | Public-Information-Associate (funded via-Public-Info-acct)             |                                  |                           |
|  | 0.25             |         | General Office Assistant (3/4-time)                                    |                                  |                           |
| <b>FINANCE (4 Positions)</b>                                     |                  |         |  |                                  |                           |
|  | 1.00             |         | Director of Finance  |                                  |                           |
|  | 1.00             |         | Accounting Supervisor  |                                  |                           |
|  | 1.00             |         | Accounting Technician  |                                  |                           |
|  | 0.75             |         | Accounts Receivable Technician   |                                  |                           |
|  | 0.25             |         | General Office Assistant (3/4-time)                                    |                                  |                           |
| <b>HUMAN RESOURCES (0.33 Positions)</b>                          |                  |         |  |                                  |                           |
|  | 0.33             |         | Director of Administration   |                                  |                           |
| <b>DIRECTORS (5 Positions)</b>                                   |                  |         |  |                                  |                           |
|  | 1.00             |         | Director   |                                  |                           |
|  | 1.00             |         | Director   |                                  |                           |
|  | 1.00             |         | Director   |                                  |                           |
|  | 1.00             |         | Director   |                                  |                           |
|  | 1.00             |         | Director   |                                  |                           |
| 12.17  | 10.25            | 5.00    | <b>TOTAL (27.42)</b>   | includes OT, Standby, Callback > | \$ 2,173,038 \$ 1,016,196 |
| COMBINED PERCENTAGE OF REVENUE                                   |                  |         |  |                                  | 38%                       |
| <b>POSITIONS IN SUPPORT OF CAPITAL IMPROVEMENT / METER REPL.</b> |                  |         |  |                                  |                           |
| <b>CAPITAL IMPROVEMENT CREW POSITIONS (6.33 Positions)</b>       |                  |         |  |                                  |                           |
| 0.33   |                  |         | Director of Operations   |                                  |                           |
|  |                  |         | CIRP—Lead-Equipment-Operator   |                                  |                           |
| 1.00   |                  |         | CIRP - Foreman   |                                  |                           |
| 1.00   |                  |         | CIRP - Pipelayer II  |                                  |                           |
| 1.00   |                  |         | CIRP - Pipelayer I   |                                  |                           |
| 2.00   |                  |         | CIRP - Laborer   |                                  |                           |
|  |                  |         | <b>TOTAL (6.33)</b>  |                                  |                           |
|  |                  |         |  | includes OT, Standby, Callback > | \$435,338 \$230,709       |
| 17.50  | 10.25            | 5.00    | <b>TOTAL (32.75)</b>   |                                  | \$2,608,376 \$1,246,905   |
| COMBINED PERCENTAGE OF REVENUE                                   |                  |         |  |                                  | 47%                       |



Legend:  
 [White Box] General Unit  
 [Blue Box] Management/Supervisory/Confidential (MSC)

July 2021