



**REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, SEPTEMBER 15, 2021, AT 5:30 P.M.
61750 CHOLLITA ROAD, JOSHUA TREE, CA 92252**

There will be **no public location** to attend in person.

This meeting will be streamed on Zoom at:

<https://us02web.zoom.us/j/83097981199?pwd=SEsvZGl1MUhnTGxNSExaQkpBUW9Zdz09>

or you may join by phone at 1-253-215-8782, Meeting ID: 83097981199 Passcode: 525936

AGENDA

The public is invited to comment on any item on the agenda during discussion of that item.

1. **CALL TO ORDER -**
2. **PLEDGE OF ALLEGIANCE -**
3. **DETERMINATION OF A QUORUM (ROLLCALL) -**
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 –** Matters on the Consent Calendar are considered routine in nature and will be enacted in a single motion without discussion. Any Board member or member of the public may request that an item be removed from the Consent Calendar and acted on separately:
 - July Check Register (reviewed by the Finance Committee on September 8, 2021)
 - Draft Minutes of August 18, 2021, Board of Directors meeting
7. **CAPACITY FEE REPORT FOR FISCAL YEAR ENDING 06/30/2021-** Anne Roman, Director of Finance– Recommend that the Board of Directors receive for information only, (reviewed by Finance Committee on September 8, 2021).
8. **SADDLEBACK CIRP PROJECT WATER CAPACITY CHARGES TRANSFER 2021/22 –** Anne Roman, Director of Finance - Recommend that the Board of Directors receive for information and approve the Water Capacity Charges transfer 2021/22, (reviewed by Finance Committee on September 8, 2021).
9. **GENERAL MANAGER REPORT –** Mark Ban, General Manager

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10. **DIRECTOR MEETING REPORTS –**

- Kathleen Radnich, Public Information Consultant
- Mojave Water Agency Board of Directors – August 26, 2021, at 10:00 a.m. – Director Doolittle
- JBWD Finance Committee – September 8, 2021 – President Unger & Vice President Floen
- JBWD Water Resources & Operations Committee – Director Reynolds & Director Doolittle
- MWA Board of Directors meeting – September 9, 2021 – Vice President Floen
- LAFCO Board of Directors – September 15, 2021, at 9:00 a.m. – Director Jarlsberg

11. **DIRECTOR COMMENTS –** This is an opportunity for Board members to make general comments concerning **District business only**.

12. **FUTURE DIRECTOR MEETINGS –**

- Mojave Water Agency Board of Directors – September 25, 2021, at 10:00 a.m. – Director Jarlsberg
- Legislative & Public Information Committee – October 6, 2021, at 9:30 a.m. – President Unger, Director Jarlsberg, & Kathleen Radnich, Public Information Consultant
- JBWD Board of Directors Meeting – October 6, 2021, at 5:30 p.m.– All Board members
- Mojave Water Agency TAC Meeting – October 7, 2021, at 10:00 a.m. – Vice President Floen
- Citizens Advisory Committee – October 12, 2021, at 6:00 p.m. – Chairperson Barbara Delph
- JBWD Finance Committee – October 13, 2021, at 9:00 a.m.- President Unger & Vice President Floen
- JBWD Water Resources & Operations Committee – October 13, 2021, at 10:30 a.m. – Director Reynolds & Director Doolittle.
- Mojave Water Agency Board of Directors meeting – October 14, 2021, at 10:00 a.m. – Director Reynolds

13. **CLOSED SESSION –** At this time the Board of Directors will adjourn to Close Session for the following:

CONFERENCE WITH THE GENERAL MANAGER AND DIRECTOR OF ADMINISTRATION (Govt. Code 54957.6) - Agency designated representatives: Mark Ban, General Manager and Sarah Johnson, Director of Administration
Unrepresented employees: Salaries, Salary Schedules, or Fringe benefits

RETURN TO OPEN SESSION –

REPORT ON CLOSED SESSION -

14. **ADJOURNMENT –**



Check Report

By Check Number

Date Range: 07/01/2021 - 07/31/2021

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: AP-AP Cash							
013888	WIENHOFF DRUG TESTING		07/22/2021	Regular	0.00	-20.00	63030
000501	ACWA/JPIA		07/14/2021	Regular	0.00	28,975.09	63433
0008386	Invoice	07/14/2021	PROPERTY INSURANCE 07/01/21 - 06/30/22		0.00	28,975.09	
000501	ACWA/JPIA		07/14/2021	Regular	0.00	24,820.25	63434
0670265	Invoice	07/14/2021	EE HEALTH BENEFIT & EAP AUG 21		0.00	24,820.25	
000501	ACWA/JPIA		07/14/2021	Regular	0.00	900.00	63435
0-0000007560	Invoice	07/14/2021	PUBL EE FIDELITY INS 7 /1/21 - 7/1/22		0.00	900.00	
000999	AMERICAN WATER WORKS ASSOC.		07/14/2021	Regular	0.00	459.00	63436
AWWA0521	Invoice	07/14/2021	MEMBERSHIP RENEWAL THRU 8/31/22		0.00	459.00	
013863	ATKINSON, ANDELSON, LOYA, RUUD AND ROMO		07/14/2021	Regular	0.00	6,691.13	63437
622746	Invoice	06/30/2021	LEGAL SERVICES THRU 4/30/21		0.00	2,909.55	
624959	Invoice	06/30/2021	LEGAL SERVICES THRU 5/31/21		0.00	3,781.58	
000214	BABCOCK LABORATORIES, INC.		07/14/2021	Regular	0.00	669.00	63438
CF10136-2287	Invoice	06/30/2021	HDMC WWTP - SAMPLING		0.00	349.00	
CG10410-2287	Invoice	07/14/2021	SAMPLING		0.00	252.00	
CG10427-2287	Invoice	07/14/2021	SAMPLING		0.00	68.00	
000105	BELTZ PORTABLE TOILETS		07/14/2021	Regular	0.00	85.05	63439
A-49238	Invoice	07/14/2021	WELL 14 4-LOG TREATMENT		0.00	85.05	
013338	BEVERLY WASZAK		07/14/2021	Regular	0.00	88.03	63440
BW063021	Invoice	06/30/2021	REIMB: MILEAGE		0.00	88.03	
001555	CENTRTEL LLC		07/14/2021	Regular	0.00	527.29	63441
210702252101	Invoice	07/14/2021	DISPATCH SERVICES - JUL 21		0.00	527.29	
013365	IMAGE SOURCE		07/14/2021	Regular	0.00	211.41	63442
25AR1296463	Invoice	06/30/2021	OFFICE EXPENSE 5/30/21 - 6/29/21		0.00	131.16	
25AR1298831	Invoice	06/30/2021	SHOP EXPENSE 6/01/21 - 6/30/21		0.00	80.25	
013373	CORE & MAIN LP		07/14/2021	Regular	0.00	10,340.32	63443
P039313	Invoice	06/30/2021	INVENTORY		0.00	2,382.06	
P069407	Invoice	06/30/2021	INVENTORY		0.00	2,300.74	
P128766	Invoice	06/30/2021	INVENTORY		0.00	2,788.35	
P131817	Invoice	06/30/2021	INVENTORY		0.00	2,869.17	
001933	COUNTY OF SAN BERNARDINO		07/14/2021	Regular	0.00	10,000.00	63444
1800000740	Invoice	07/14/2021	LAFCO 2021-2022 BUDGET		0.00	10,000.00	
002565	DUDEK AND ASSOCIATES, INC		07/14/2021	Regular	0.00	11,160.58	63445
202104469	Invoice	06/30/2021	ENG SERV: HDMC WASTEWATER PLANT TH...		0.00	11,160.58	
000228	FATTY'S FENCING & SUPPLIES		07/14/2021	Regular	0.00	14,750.00	63446
FF070821	Invoice	07/14/2021	WELL 14 CONCRETE BUILDING PAD		0.00	14,750.00	
003025	FEDEX		07/14/2021	Regular	0.00	44.65	63447
7-431-04793	Invoice	07/14/2021	SHIPPING		0.00	44.65	
000058	GARDA CL WEST, INC.		07/14/2021	Regular	0.00	844.97	63448
10643426	Invoice	07/14/2021	COURIER FEES - JUL 21		0.00	844.97	
013837	GEMINI GROUP LLC		07/14/2021	Regular	0.00	2,895.00	63449

Check Report

Date Range: 07/01/2021 - 07/31/2021

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
121-14425	Invoice	06/30/2021	CONSUMER CONFIDENCE REPORT PRODUCT...	0.00	2,895.00	
004152 36976	HI-DESERT STAR Invoice	06/30/2021	07/14/2021 Regular PUBLIC NOTICE: STANDBY HEARING	0.00	244.00	63450
013797 193924	INFOSEND, INC. Invoice	06/30/2021	07/14/2021 Regular PRINT & MAIL WATER BILL - JUN 21	0.00	2,940.72	63451
004720 51046800.001 51047126.001	INLAND WATER WORKS Invoice Invoice	06/30/2021 06/30/2021	07/14/2021 Regular WELL 14 4-LOG TREATMENT SUPPLIES PUMPING PLANT SUPPLIES	0.00 0.00	153.35 96.98 56.37	63452
009054 21-0704-1	KATHLEEN J. RADNICH Invoice	07/14/2021	07/14/2021 Regular PUBLIC RELATIONS SERVICES	0.00	441.00	63453
013920 37-49-10533	LF STAFFING SERVICES INC DBA LABOR FINDERS Invoice	07/14/2021	07/14/2021 Regular TEMPORARY LABOR	0.00	2,579.20	63454
006507 60321107 60577360	McMASTER-CARR SUPPLY COMPANY Invoice Invoice	06/30/2021 06/30/2021	07/14/2021 Regular SMALL TOOLS PUMPING PLANT SUPPLIES	0.00 0.00	705.00 75.96 629.04	63455
000156 2100070 2100071	FORSHOCK Invoice Invoice	07/14/2021 07/14/2021	07/14/2021 Regular MONTHLY SCADA MONITORING - JUL 21 MONTHLY SCADA MONITORING - JUL 21	0.00 0.00	243.00 205.00 38.00	63456
003930 621000254 621000255	NBS Invoice Invoice	07/14/2021 07/14/2021	07/14/2021 Regular CMM ADMIN FEES - 3RD QTR 21 STANDBY ADMIN FEES - 3RD QTR 21	0.00 0.00	6,628.45 2,102.83 4,525.62	63457
000070 1069696	ONLINE INFORMATION SERVICES, INC. Invoice	06/30/2021	07/14/2021 Regular ID VERIF. SERV. THRU 06/30/21	0.00	321.45	63458
013004 071	PAOLO FICARA Invoice	07/14/2021	07/14/2021 Regular PARCEL RENTAL: 0606-321-31	0.00	500.00	63459
008415 23178616 23178618	PRUDENTIAL OVERALL SUPPLY Invoice Invoice	07/14/2021 07/14/2021	07/14/2021 Regular SHOP EXPENSE SHOP EXPENSE	0.00 0.00	177.08 109.97 67.11	63460
000495 57966544 57980394 58008229	ACCOMTEMPS Invoice Invoice Invoice	06/30/2021 06/30/2021 07/14/2021	07/14/2021 Regular TEMPORARY LABOR TEMPORARY LABOR TEMPORARY LABOR	0.00 0.00 0.00	2,717.92 1,622.27 609.37 486.28	63461
008414 1777	PROVIDEO Invoice	06/30/2021	07/14/2021 Regular YOUTUBE BOARD MEETINGS - MAY 21	0.00	70.00	63462
009618 5M062421	SAMS MARKET Invoice	06/30/2021	07/14/2021 Regular SHOP EXPENSE 4/21 - 6/21	0.00	1,386.58	63463
013228 5J070621	SARAH J. JOHNSON Invoice	06/30/2021	07/14/2021 Regular REIMB: CONFERENCE MILEAGE	0.00	562.24	63464
013831 173030	SATMODO LLC Invoice	07/14/2021	07/14/2021 Regular EMERGENCY SATELLITE PHONES - JUL 21	0.00	151.86	63465
013833 J82258	SERVICEMASTER 360 PREMIER CLEANING Invoice	07/14/2021	07/14/2021 Regular JANITORIAL SERVICES - JUL 21	0.00	997.65	63466
VEN01020 21-6077 21-70155C 21-7510 21-7513	SOUTHWEST NETWORKS, INC. Invoice Invoice Invoice Invoice	06/30/2021 07/14/2021 07/14/2021 07/14/2021	07/14/2021 Regular SUPPLEMENTAL IT SERVICES (AMC) - THRU 6... OFFICE 365 MONTHLY MAINT - AUG 21 OFFICE SUPPLIES OFFICE SUPPLIES	0.00 0.00 0.00 0.00	1,703.40 546.25 738.00 74.35 344.80	63467

Check Report

Date Range: 07/01/2021 - 07/31/2021

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
013788 1272	STURDIVAN EMERGENCY MANAGEMENT CONSUL Invoice	07/14/2021 06/30/2021	Regular SAN BERNARDINO COUNTY FIRE CUPA AND ...	0.00 0.00	5,500.00 5,500.00	63468
010690 025-340466	TYLER TECHNOLOGIES Invoice	07/14/2021 06/30/2021	Regular CALL NOTIFICATION FEES: APR - JUN	0.00 0.00	85.00 85.00	63469
010850 620210350	UNDERGROUND SERVICE ALERT Invoice	07/14/2021 06/30/2021	Regular TICKET DELIVERY SERVICE - JUN 21	0.00 0.00	237.70 237.70	63470
000327 7286	WATER QUALITY SPECIALISTS Invoice	07/14/2021 06/30/2021	Regular HDMC WWTP: OPERATION/MAINT/REPAIR - ..	0.00 0.00	4,375.00 4,375.00	63471
011615 8502359	WESTERN EXTERMINATOR CO. Invoice	07/14/2021 07/14/2021	Regular PEST CONTROL SERVICES - SHOP	0.00 0.00	34.00 34.00	63472
013888 98507 98508	WIENHOFF DRUG TESTING Invoice Invoice	07/14/2021 06/30/2021 06/30/2021	Regular DOT COLLECTION MONTHLY FEE - MAY 21 DOT COLLECTION MONTHLY FEE - JUN 21	0.00 0.00 0.00	40.00 20.00 20.00	63473
000504 16251	ACTION PUMPING, INC. Invoice	07/28/2021 07/28/2021	Regular HDMC WW: PUMPING	0.00 0.00	2,205.00 2,205.00	63482
013863 627515 627517	ATKINSON, ANDELSON, LOYA, RUUD AND ROMO Invoice Invoice	07/28/2021 06/30/2021 06/30/2021	Regular LABOR LEGAL SERVICES THRU 6/30/21 LEGAL SERVICES THRU 6/30/21	0.00 0.00 0.00	11,340.01 511.88 10,828.13	63483
000214 CG10051-2287 CG10751-2287 CG10752-2287 CG10753-2287 CG10809-2287 CG11643-2287 CG11644-2727	BABCOCK LABORATORIES, INC. Invoice Invoice Invoice Invoice Invoice Invoice invoice	07/28/2021 07/28/2021 07/28/2021 07/28/2021 07/28/2021 07/28/2021 07/28/2021	Regular HDMC WWTP - SAMPLING HDMC WWTP - SAMPLING HDMC WWTP - SAMPLING HDMC WWTP - SAMPLING HDMC WWTP - SAMPLING HDMC WWTP - SAMPLING HDMC WWTP - SAMPLING	0.00 0.00 0.00 0.00 0.00 0.00 0.00	1,744.00 217.00 217.00 217.00 217.00 312.00 348.00 216.00	63484
000105 A-49612	BELTZ PORTABLE TOILETS Invoice	07/28/2021 07/28/2021	Regular WELL 14 4-LOG TREATMENT	0.00 0.00	24.69 24.69	63485
000276 40311	BTI ROCK & SAND Invoice	07/28/2021 07/28/2021	Regular WELL 14 4-LOG TREATMENT SUPPLIES	0.00 0.00	174.00 174.00	63486
013373 P004160 P058248 P142561 P187090 P245482	CORE & MAIN LP Invoice Invoice Invoice Invoice Invoice	07/28/2021 07/28/2021 07/28/2021 07/28/2021 07/28/2021	Regular WELL 14 4-LOG TREATMENT SUPPLIES INVENTORY INVENTORY CIRP: SMALL TOOLS SHOP BUILDING MAINTENANCE SUPPLIES	0.00 0.00 0.00 0.00 0.00	18,296.88 6,480.21 1,447.56 9,978.51 207.42 183.18	63487
013943 10434	CYPER PHOTO-GRAPHICS Invoice	07/28/2021 07/28/2021	Regular UNIFORMS	0.00 0.00	820.17 820.17	63488
000058 10647085	GARDA CL WEST, INC. Invoice	07/28/2021 07/28/2021	Regular COURIER FEES - AUG 21	0.00 0.00	699.66 699.66	63489
013802 760684	HASA, INC. invoice	07/28/2021 07/28/2021	Regular WATER TREATMENT EXPENSE	0.00 0.00	393.09 393.09	63490
004720 S1047308.001	INLAND WATER WORKS Invoice	07/28/2021 07/28/2021	Regular WELL 14 4-LOG TREATMENT SUPPLIES	0.00 0.00	2,532.13 2,532.13	63491
000111 JC072221	JAMES CORBIN Invoice	07/28/2021 07/28/2021	Regular REIMB: BUSINESS EXPENSE	0.00 0.00	32.76 32.76	63492
013942 JT072221	JUSTIN M. TUTTLE Invoice	07/28/2021 07/28/2021	Regular REIMB: EMPLOYEE TRAINING	0.00 0.00	84.91 84.91	63493

Check Report

Date Range: 07/01/2021 - 07/31/2021

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
009054 21-0711-1 21-0718-1 21-0725-1	KATHLEEN J. RADNICH Invoice	07/28/2021	07/28/2021 Regular PUBLIC RELATIONS SERVICES		0.00	1,680.00	63494
	Invoice	07/28/2021	PUBLIC RELATIONS SERVICES		0.00	577.50	
	Invoice	07/28/2021	PUBLIC RELATIONS SERVICES		0.00	483.00	
	Invoice	07/28/2021	PUBLIC RELATIONS SERVICES		0.00	619.50	
000134 148526	KENNEDY/JENKS CONSULTANTS, INC. Invoice	07/28/2021	07/28/2021 Regular 2020 URBAN WATER MGMT PLAN UPDATE		0.00	3,811.25	63495
	Invoice	07/28/2021	2020 URBAN WATER MGMT PLAN UPDATE		0.00	3,811.25	
013920 37-49-10613 37-49-10614 37-49-10625 37-49-10698	LF STAFFING SERVICES INC DBA LABOR FINDERS Invoice	07/28/2021	07/28/2021 Regular TEMPORARY LABOR		0.00	7,415.20	63496
	Invoice	07/28/2021	TEMPORARY LABOR		0.00	967.20	
	Invoice	07/28/2021	TEMPORARY LABOR		0.00	1,289.60	
	Invoice	07/28/2021	TEMPORARY LABOR		0.00	2,579.20	
	Invoice	07/28/2021	TEMPORARY LABOR		0.00	2,579.20	
013019 9076 LA070721	ARBORIST SERVICES Invoice	07/28/2021	07/28/2021 Regular DEMO GARDEN/BUILD MAINT THRU 7/15/21		0.00	1,450.00	63497
	Invoice	07/28/2021	DEMO GARDEN/BUILD MAINT THRU 7/15/21		0.00	775.00	
	Invoice	07/28/2021	SHOP BUILDING MAINTENANCE		0.00	675.00	
006507 61382056 61416649	McMASTER-CARR SUPPLY COMPANY Invoice	07/28/2021	07/28/2021 Regular PUMPING PLANT SUPPLIES		0.00	455.48	63498
	Invoice	07/28/2021	PUMPING PLANT SUPPLIES		0.00	70.16	
	Invoice	07/28/2021	SMALL TOOLS – PRODUCTION & SHOP EXPE...		0.00	385.32	
000156 2100080	FORSHOCK Invoice	06/30/2021	07/28/2021 Regular AWIA COMPLIANCE PLAN TRAINING		0.00	375.00	63499
	Invoice	06/30/2021	AWIA COMPLIANCE PLAN TRAINING		0.00	375.00	
008415 23184279 23184280	PRUDENTIAL OVERALL SUPPLY Invoice	07/28/2021	07/28/2021 Regular SHOP EXPENSE		0.00	177.08	63500
	Invoice	07/28/2021	SHOP EXPENSE		0.00	109.97	
	Invoice	07/28/2021	SHOP EXPENSE		0.00	67.11	
000495 58022975 58051387 58079439 58096105	ACCOUNTEMPS Invoice	07/28/2021	07/28/2021 Regular TEMPORARY LABOR		0.00	4,972.93	63501
	Invoice	07/28/2021	TEMPORARY LABOR		0.00	1,205.40	
	Invoice	07/28/2021	TEMPORARY LABOR		0.00	1,607.20	
	Invoice	07/28/2021	TEMPORARY LABOR		0.00	553.13	
	Invoice	07/28/2021	TEMPORARY LABOR		0.00	1,607.20	
000091 58071321	SAN BERNARDINO COUNTY RECORDER Invoice	07/28/2021	07/28/2021 Regular RELEASE OF LIENS		0.00	140.00	63502
	Invoice	07/28/2021	RELEASE OF LIENS		0.00	140.00	
013820 1912427-IN 1915907-IN	SC FUELS Invoice	07/28/2021	07/28/2021 Regular FUEL FOR VEHICLES		0.00	5,051.64	63503
	Invoice	07/28/2021	FUEL FOR VEHICLES		0.00	3,874.63	
	Invoice	07/28/2021	FUEL FOR VEHICLES		0.00	1,177.01	
009920 510821	STANDARD INSURANCE CO Invoice	07/28/2021	07/28/2021 Regular EE LIFE INSURANCE - AUG 21		0.00	1,403.43	63504
	Invoice	07/28/2021	EE LIFE INSURANCE - AUG 21		0.00	1,403.43	
001898 5072021	STEPHEN CORBIN Invoice	07/28/2021	07/28/2021 Regular REIMB: SMALL TOOLS – PRODUCTION		0.00	159.85	63505
	Invoice	07/28/2021	REIMB: SMALL TOOLS – PRODUCTION		0.00	159.85	
011101 114576	VAGABOND WELDING SUPPLY Invoice	07/28/2021	07/28/2021 Regular WELL 14 4-LOG TREATMENT & SMALL TOOLS..		0.00	134.85	63506
	Invoice	07/28/2021	WELL 14 4-LOG TREATMENT & SMALL TOOLS..		0.00	134.85	
010690 025-338549	TYLER TECHNOLOGIES Invoice	07/28/2021	07/28/2021 Regular INCODE CRM (API) MAINT - 8/1/21 - 7/31/22		0.00	1,595.96	63507
	Invoice	07/28/2021	INCODE CRM (API) MAINT - 8/1/21 - 7/31/22		0.00	1,595.96	
011114 18766	VAN DYKE CORP Invoice	07/28/2021	07/28/2021 Regular WATER BUFFALO RELOCATION SERVICES: TIL...		0.00	500.00	63508
	Invoice	07/28/2021	WATER BUFFALO RELOCATION SERVICES: TIL...		0.00	500.00	
000233 366669 368058 369773 370072 370265 370235 370401	NAPA AUTO PARTS Credit Memo	06/30/2021	07/28/2021 Regular VEHICLE MAINTENANCE: V33		0.00	686.47	63509
	Invoice	06/30/2021	VEHICLE MAINTENANCE: V33		0.00	-355.04	
	Invoice	06/30/2021	TRACTOR SUPPLY: E5410 & E4544		0.00	118.46	
	Invoice	07/28/2021	VEHICLE MAINTENANCE: V43		0.00	164.50	
	Invoice	07/28/2021	VEHICLE MAINTENANCE: V43		0.00	111.90	
	Invoice	07/28/2021	VEHICLE MAINTENANCE: V38		0.00	75.65	
	Invoice	07/28/2021	VEHICLE MAINTENANCE:V31,37,38,39,40,41...		0.00	195.10	
	Invoice	07/28/2021	VEHICLE MAINTENANCE: V38		0.00	32.93	

Check Report

Date Range: 07/01/2021 - 07/31/2021

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
371200	Invoice	07/28/2021	VEHICLE MAINTENANCE: V39	0.00	342.97	
013808	**Void**	07/28/2021	Regular	0.00	0.00	63510
15031	NOBEL SYSTEMS, INC.	07/29/2021	Regular	0.00	19,600.00	63522
15129	Invoice	07/29/2021	PLANT CHECK ANNUAL SUBSCRIPTION 5/1/2...	0.00	9,800.00	
	Invoice	07/29/2021	SERVICE LINE ESTIMATOR MODULE 7/1/21 -...	0.00	9,800.00	
000237	COLONIAL LIFE & ACCIDENT INSURANCE CO, INC.	07/07/2021	Manual	0.00	1,612.18	901745
3990561-0605072	Invoice	06/30/2021	EE LIFE INSURANCE - JUN 21	0.00	1,612.18	
013359	XEROX FINANCIAL SERVICES	07/07/2021	Manual	0.00	225.12	901746
2689364	Invoice	07/07/2021	SHOP EXPENSE 6/27/21 - 7/26/21	0.00	225.12	
009920	STANDARD INSURANCE CO	07/07/2021	Manual	0.00	1,403.43	901747
510721	Invoice	07/07/2021	EE LIFE INSURANCE - JUL 21	0.00	1,403.43	
000510	TIME WARNER CABLE	07/07/2021	Manual	0.00	358.96	901748
0008970062221	Invoice	07/07/2021	SCADA INTERNET - JUL 21	0.00	358.96	
001517	CalPERS	07/08/2021	Manual	0.00	26,391.00	901749
PERS070821	Invoice	07/08/2021	ADDITIONAL DISCRETIONARY ER CONTRIBUT...	0.00	26,391.00	
000248	PAYCHEX	07/09/2021	Manual	0.00	383.53	901750
349195	Invoice	07/09/2021	PAYROLL PROCESSING FEE	0.00	383.53	
013196	TPX COMMUNICATIONS	07/14/2021	Manual	0.00	577.52	901751
144652484.0	Invoice	07/14/2021	TELEPHONE (OFFICE) - JUL 21	0.00	577.52	
013359	XEROX FINANCIAL SERVICES	07/14/2021	Manual	0.00	415.42	901752
2710293	Invoice	07/14/2021	OFFICE EXPENSE 6/30/21 - 7/29/21	0.00	415.42	
004110	BURRTEC WASTE & RECYCLING SVCS	07/14/2021	Manual	0.00	458.60	901753
BW063021	Invoice	06/30/2021	TRASH REMOVAL (SHOP) - JUN 21	0.00	458.60	
009880	SOUTHERN CALIFORNIA EDISON CO	07/14/2021	Manual	0.00	3,846.08	901754
SCE0621	Invoice	06/30/2021	POWER TO BLDGS & GEN - JUN 21	0.00	3,846.08	
009878	SOUTHERN CALIFORNIA EDISON	07/14/2021	Manual	0.00	25,733.18	901755
SCE0621	Invoice	07/14/2021	POWER FOR PUMPING - JUN 21	0.00	25,733.18	
001630	AT&T MOBILITY	07/14/2021	Manual	0.00	3,492.45	901756
829480028X0705..	Invoice	06/30/2021	COMMUNICATIONS - JUN 21	0.00	3,492.45	
013927	U.S. BANK CORPORATE	07/14/2021	Manual	0.00	8,189.15	901757
US0621	Invoice	07/14/2021	COMPUTER EQUIP/FUEL/BUSINESS EXPENSE...	0.00	8,189.15	
013923	U.S. BANK CORPORATE	07/14/2021	Manual	0.00	7,147.43	901758
US0621	Invoice	06/30/2021	DEMO GARDEN SIGN/TELEPHONE/RESTRUCT..	0.00	7,147.43	
013925	U.S. BANK CORPORATE	07/14/2021	Manual	0.00	973.29	901759
US0621	Invoice	06/30/2021	EE TRAINING /HR RECERT FEES/ANNUAL SU...	0.00	973.29	
004195	HOME DEPOT CREDIT SERVICES	07/14/2021	Manual	0.00	2,259.05	901760
HD0621	Invoice	06/30/2021	WELL 14 4-LOG TREATMENT/SHOP EXPENSE...	0.00	2,259.05	
013926	U.S. BANK CORPORATE	07/14/2021	Manual	0.00	4,142.40	901761
US0621	Invoice	06/30/2021	EE TRAINING/SHOP OFFICE SUPPLIES/SUBSC...	0.00	4,142.40	
013222	FRONTIER COMMUNICATIONS INC.	07/20/2021	Manual	0.00	206.02	901762
FC0721	Invoice	07/20/2021	HDMC WWTP - TELEPHONE	0.00	206.02	
000248	PAYCHEX	07/20/2021	Manual	0.00	153.90	901763
1478324	Invoice	07/20/2021	TIME & LABOR ONLINE USAGE FEE	0.00	153.90	
004110	BURRTEC WASTE & RECYCLING SVCS	07/21/2021	Manual	0.00	459.85	901764
BW0721	Invoice	07/21/2021	TRASH & RECYCLING (OFFICE) - JUL 21	0.00	162.03	

Check Report

Date Range: 07/01/2021 - 07/31/2021

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
BW07218	Invoice	07/21/2021	TRASH REMOVAL (SHOP) - JUL 21	0.00	297.82	
VEN01533	PAYMENTUS GROUP INC.	07/21/2021	Manual	0.00	4,021.95	901765
INV-15-113465	Invoice	06/30/2021	CREDIT CARD PROCESSING FEE - JUN 21	0.00	4,021.95	
013924	U.S. BANK CORPORATE	07/28/2021	Manual	0.00	91.40	901766
US0721	Invoice	07/28/2021	OFFICE SUPPLIES	0.00	91.40	
001517	CalPERS	07/28/2021	Manual	0.00	51,148.00	901770
100000016478336	Invoice	07/28/2021	EMPLOYER UNFUNDED ACCRUED LIABILITY ...	0.00	46,836.00	
100000016478342	Invoice	07/28/2021	EMPLOYER UNFUNDED ACCRUED LIABILITY ...	0.00	4,312.00	
000248	PAYCHEX	07/23/2021	Manual	0.00	388.04	901772
349378	Invoice	07/23/2021	PAYROLL PROCESSING FEE	0.00	388.04	
000025	ICMA RC	07/30/2021	Manual	0.00	4,320.00	901773
ICMARC0721	Invoice	07/30/2021	457 REMITTANCE - JUL 21	0.00	4,320.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	119	70	0.00	234,212.81
Manual Checks	27	25	0.00	148,397.95
Voided Checks	0	2	0.00	-20.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	146	97	0.00	382,590.76

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	119	70	0.00	234,212.81
Manual Checks	27	25	0.00	148,397.95
Voided Checks	0	2	0.00	-20.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	146	97	0.00	382,590.76

Fund Summary

Fund	Name	Period	Amount
01	GENERAL FUND	7/2021	382,590.76
			382,590.76

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

DIRECTOR PAY
06/19/2021 - 07/16/2021

<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	06/23/2021	Director Pay Note: SPECIAL BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		07/14/2021	Director Pay Note: WRO COMMITTEE MEETING 1/DIR/504/	1.0000	\$173.63	
Totals:					\$347.26	\$0.00
Employee Total:					\$347.26	

<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	06/23/2021	Director Pay Note: SPECIAL BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		06/24/2021	Director Pay Note: MWA BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		07/14/2021	Director Pay Note: FINANCE COMMITTEE MEETING 1/DIR/504/	1.0000	\$173.63	
Totals:					\$520.89	\$0.00
Employee Total:					\$520.89	

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
10512	Jarisberg, Jane	07/08/2021	Director Pay Note: MWA BOARD MEETING 1/DIR/504/	1.0000	\$173.63	
Totals:					\$173.63	\$0.00
Employee Total:					\$173.63	

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
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DIRECTOR PAY
06/19/2021 - 07/16/2021

<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	06/23/2021	Director Pay Note: SPECIAL BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		07/14/2021	Director Pay Note: WRO COMMITTEE MEETING 1/DIR/504/	1.0000	\$173.63	
Totals:					\$347.26	\$0.00
Employee Total:					\$347.26	

<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	06/23/2021	Director Pay Note: SPECIAL BOARD OF DIRECTORS MEETING 1/DIR/504/	1.0000	\$173.63	
		07/14/2021	Director Pay Note: FINANCE COMMITTEE MEETING 1/DIR/504/	1.0000	\$173.63	
Totals:					\$347.26	\$0.00
Employee Total:					\$347.26	

Pay Adjustment Summary

<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>	<u>Grand Totals:</u>	<u>\$1,736.30</u>	<u>\$0.00</u>
Director Pay	10.0000	\$1,736.30		Grand Total:	\$1,736.30	

**JOSHUA BASIN WATER DISTRICT
UTILITY REFUND REGISTER**

<u>Account Number</u>	<u>Name</u>	<u>Date</u>	<u>Type</u>	<u>Amount</u>
10-00171-010	WIN, TIN	7/14/2021	Refund	139.53 Check #: 63474
10-00484-000	CROWN RENTAL & INVESTMENTS LLC	7/14/2021	Refund	71.53 Check #: 63475
52-00028-019	MOUNTZ, LISA	7/14/2021	Refund	263.90 Check #: 63476
52-00067-005	SHURLEY, NOHELLE J	7/14/2021	Refund	115.74 Check #: 63477
55-00098-012	PHILLIPS, CHRISTINA M	7/14/2021	Refund	10.80 Check #: 63478
55-00161-006	GRATTON, FELICIA M	7/14/2021	Refund	128.34 Check #: 63479
58-00082-002	ROMERO, ADRIANA CERVANTES	7/14/2021	Refund	33.34 Check #: 63480
58-00202-001	ORWIN DEVELOPMENT LLC	7/14/2021	Refund	62.57 Check #: 63481
58-00082-002	ROMERO, ADRIANA CERVANTES	7/20/2021	Reverse Refund Check Adjustment	-33.34 VOID REFUND CHECK
05-00073-021	BARNETT, JACQUELINE M	7/28/2021	Refund	40.00 Check #: 63511
06-00035-000	GARY LEE WILSON FAMILY TRUST	7/28/2021	Refund	63.36 Check #: 63512
06-00058-004	ROADRUNNER REALTY INC	7/28/2021	Refund	238.11 Check #: 63513
07-00084-010	GOODE, ELENA	7/28/2021	Refund	118.13 Check #: 63514
10-00300-000	REED JONATHAN P & ASSOCIATES LLC	7/28/2021	Refund	15.87 Check #: 63515
10-00344-008	GUSTAFSON, ANSEL E	7/28/2021	Refund	80.53 Check #: 63516
11-00158-010	PESSA, CYNTHIA M	7/28/2021	Refund	196.06 Check #: 63517
14-00133-000	LAUBE, JAMES	7/28/2021	Refund	21.52 Check #: 63518
15-00026-003	DAUGHERTY, JILL	7/28/2021	Refund	43.26 Check #: 63519
55-00149-018	STEEN, THOMAS L	7/28/2021	Refund	33.85 Check #: 63520
65-00359-000	RINGGOLD, NELSON & COULA	7/28/2021	Refund	34.43 Check #: 63521
				<u>1677.53</u>

JOSHUA BASIN WATER DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
WEDNESDAY, AUGUST 18, 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 – General Manager Ban asked for a rollcall and the following Directors were present; President Unger, Vice President Floen, Director Doolittle, Director Jarlsberg, and Director Reynolds are in attendance via teleconference.

STAFF PRESENT –Mark Ban, General Manager, Sarah Johnson, Director of Administration, Jim Corbin, Director of Operations, and Beverly Waszak, Executive Assistant, are in attendance via teleconference.

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

APPROVAL OF AGENDA – MSC¹ (Reynolds/Doolittle) 5/0 motion carried to approve the Agenda with the following corrections. July 21, 2021, draft minutes should reflect that the Board meeting was called to order at 5:30 p.m. The Agenda for August 18, 2021, states draft minutes for August 8, 2021, and it should state draft minutes of August 4, 2021.

Ayes: Doolittle, Floen, Jarlsberg, Reynolds, and Unger
Noes: None
Absent: None
Abstain: None

PUBLIC COMMENT – None

CONSENT CALENDAR - MSC¹ (Reynolds/Doolittle) 5/0/0 motion carried to approve the Consent Calendar, with the changes referred to above.

Ayes: Doolittle, Floen, Jarlsberg, Reynolds, and Unger
Noes: None
Absent: None
Abstain: None

RESOLUTION NO. 21-1034 IN SUPPORT TO ELECT DIRECTOR CATHY GREEN AS ACWA VICE PRESIDENT – GM Ban introduced Director Cathy Green, who is currently running for ACWA Vice President, who gave a brief bio of her qualifications. This was followed by each Director giving their congratulations and well wishes. Director Green’s complete statement is attached to these minutes.

MSC¹ (Floen/Reynolds) 5/0 motion carried to approve supporting Director Cathy Green as ACWA’s Vice President.

Ayes: Doolittle, Floen, Jarlsberg, Reynolds
Noes: Unger
Absent: None
Abstain: None

RESERVE FUNDING TRANSFER FOR 2020/2021 – Director Anne Roman gave the report and informed the Board that for fiscal year 20/21 the proposed reserve funding of \$1,037,511 are for costs and to un-restrict. Also \$1,750,000 in funding is anticipated to be generated by the rate study for replenishment of certain designated reserves. This funding is to be generated throughout the year so availability may be limited to fiscal year end, based on meeting revenue and expense budgets. A brief Q&A followed with the Board members.

MSC¹ (Floen/Reynolds) 5/0/0 motion carried to approve the Reserve Funding transfer for 2020/2021.

Ayes: Doolittle, Floen, Jarlsberg, Reynolds, and Unger
Noes: None
Absent: None
Abstain: None

2021 BAD DEBT WRITE OFF OF \$20,100.24 – Director Anne Roman gave the staff report and informed the Board that the annual write-off of the bad debt is required for the audit. The 20/21 bad debt is a reflection of water charges still unpaid or not liened, remaining from the 19/20 fiscal year. Staff recommends approval of the 20/21 bad debt write-off of \$20,100.24, which is 67% of the budgeted amount of \$30,000. This write-off is what remains unpaid and/or not liened from the 19/20 water revenues that totaled \$4,978,715, which is 0.4% or just under ½ of 1% of revenues for that year. This was followed by a brief Q&A period with the Board members.

MSC¹ (Floen/Reynolds) 5/0/0 motion carried to approve 2020/2021 bad debt write-off.

Ayes: Doolittle, Floen, Jarlsberg, Reynolds, and Unger
Noes: None
Absent: None
Abstain: None

NEW AND REVISED JOB DESCRIPTIONS – Director Sarah Johnson gave the staff report and informed the Board members that the new job descriptions include the CIRP Foreman, Distribution Foreman, and Production Foreman. These new positions will replace the current Lead Equipment Operator, Lead Construction & Maintenance, Lead Production Operator, & Production Supervisor positions. This change allows for the distribution of higher-level responsibilities across the organization which will create more effective leadership, improved efficiencies in the Operations programs, and prepares for succession. A brief discussion followed with the Board members.

MSC¹ (Floen/Reynolds) 5/0/0 motion carried to approve the new and revised job descriptions.

Ayes: Doolittle, Floen, Jarlsberg, Reynolds, and Unger
Noes: None
Absent: None
Abstain: None

GENERAL MANAGER REPORT – General Manager Ban stated that 47% of the state of California is in an exceptional drought, which is at the highest level at D4. Most of the state is at 88% which is between a D3 or a D4 including San Bernardino County. Current Reservoir levels that are two (2) of the largest reservoirs for the state water project (Shasta and Oroville) are only at 23% capacity and is 34% below its historic low level. In reference to illegal cannabis grows, we took the last three (3) months of our top 50 water users and plotted them out. There is potentially five (5) or six (6) illegal grow sites in the Joshua Tree area, however, the number is probably closer to 20 or 25 of them. We are currently looking at ways to get better imagery because some of these units are using 199 units of water per month, which equates to a million gallons of water being utilized.

DIRECTOR MEETING REPORTS –

Kathleen Radnich, Public Information Consultant reported on the following:

- Volunteer Docent meeting is on August 26, 2021, from 5-6 p.m. in the Water Wise Demonstration Garden.
- The August Farmer's Market booth theme is "Hydration for Good Health".
- Hospitality Industry virtual meeting is September 9, 2021, at 6 p.m.
- Virtual Classes: October 28, 2021, at 6 p.m. Native Plant Propagation Class and November 4, 2021, at 6 p.m. Winterizing Class.

Director Doolittle stated that the MWA TAC Committee discussed the Water Marking & Groundwater Banking Program and the Regional Funding Agreement for the Colorado River Funding area.

Chairperson Barbara Delph informed the Board members that they had a Special CAC meeting on August 17, 2021, and stated that Director Corbin shared that several District staff members recently attended the annual Tri-State Seminar allowing employees to acquire continuing education credits to maintain their licenses. Director Corbin brought up continued plans for Well 14 including electrical panels, an electric gate, and lights and cameras for security. Also, General Manager Ban summarized the current illegal cannabis farm issues and stated that the District and other local water districts are working with a lobbyist The Clean Water System Alliance. He added they have started a local initiative called the Highway 62/247 Initiative to try and influence other lobbyists and lawmakers to help combat some of the issues we are having.

Vice President Floen commented on the Morongo Basin Pipeline Commission he attended where Mike Simpson, Project Manager gave an update on the status of the Warren Vista Tank.

President Unger commented on the MWA Board of Directors meeting she attended where they discussed water supply, sustainability, and conservation.

Director Jarlsberg and Director Doolittle commented on the San Bernardino Water Conference that they attended with President Unger and Kathleen Radnich, and what it entailed.

DIRECTOR COMMENTS –

Vice President Floen commented on the Org Chart and the flow of it, the lines of communication, distribution, and work.

Director Reynolds commented on the pictures he received of Lake Oroville.

Director Jarlsberg requested a follow-up report on the JT Auto Camp and then commented on the water questionnaire checklist.

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

ADJOURNMENT – President Unger adjourned the meeting at 7:36 p.m.

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

Board of Directors

DATE: September 15, 2021

REPORT TO: Board of Directors
PREPARED BY: Anne Roman, Director of Finance
TOPIC: **CAPACITY FEE REPORT FOR FISCAL YEAR
ENDING 06/30/2021**
RECOMMENDATION: Recommend that the Board of Directors receive for
information only.

ANALYSIS: Capacity charges (aka Capacity *fees*) are one-time development charges used to fund the capital improvements necessary for the expansion of the water system as a result of each new meter/connection. They reflect the property's pro-rata share for the infrastructure costs that *were* built or *will need to be* built to service the new meter/connection.

Capacity charges are legally restricted and may only be used to fund those projects associated with growth, such as expansion or upgrades. Replacement projects, on the other hand, are funded with water rates.

The H-Zone project, in 2010, was the last time the District utilized any Water Capacity charges. Since then, the balance has built up slowly, having accumulated more than half of its ending balance of \$1,060,233.39 in the busy 20/21 development year! During this very active year, 76 new meters with Water Capacity charges were sold for a total of \$554,471, along with 45 new meters with Wastewater Capacity charges (60% of meters sold) for a total of \$380,182.02. Previously, much of the Wastewater Capacity Fund balance has been contributed by the Hi Desert Medical Center (HDMC) for their onsite plant. Their contributions have amounted to \$671,493.78 through 20/21 and a note receivable for the balance of \$447,552.58 is still outstanding.

As required by Government Code 66006, attached are annual reports detailing the collection, use (none in 20/21), and interest earned for both funds. At 06/30/21, the Water Capacity Fund had a final balance of \$1,060,233.39 and the Wastewater Capacity Reserve Fund had a balance of \$1,371,919.

STRATEGIC PLAN ITEM: 2.7.1 Maintain Finance Compliance
FISCAL IMPACT: N/A

**JOSHUA BASIN WATER DISTRICT
ANNUAL REPORT OF CAPACITY CHARGES**

Fiscal year 2020/21

Type of Capacity Charges

WASTEWATER

GL account number LAIF 01-11313
Revenue 01-44050

Beginning Capacity Charge Fund Balance 988,014.44
Less: Adjustment from prior year 4,326.62
Plus: Charges Collected (details below) 380,182.02

08/05/2020	HDMC note	85,387.02	06/10/2021	0602-031-06	6,551.00	UE*
06/23/2020	0588-142-07	6,551.00	06/14/2021	0588-222-06	6,551.00	UE*
07/06/2020	0588-244-33	6,551.00	06/17/2021	0608-044-13	6,551.00	UE*
07/15/2020	0803-113-37	6,551.00	06/17/2021	0603-301-03	6,551.00	UE*
07/15/2020	0601-431-14	6,551.00	06/24/2021	0803-253-22	6,551.00	UE*
07/27/2020	0802-071-06	6,551.00			45	<u>380,182.02</u>
07/30/2020	0801-465-02	6,551.00				
08/03/2020	0807-011-24	6,551.00				
08/11/2020	0588-131-16	6,551.00				
08/18/2020	0800-142-13	6,551.00				
09/02/2020	0802-051-11	6,551.00				
10/26/2020	0801-422-11	6,551.00				
10/28/2020	0804-112-22	6,551.00				
11/09/2020	0588-142-32	6,551.00				
11/16/2020	0588-141-12	6,551.00				
11/19/2020	0588-431-10	6,551.00				
12/07/2020	0601-421-07	6,551.00				
12/29/2020	0588-391-07	6,551.00				
01/18/2021	0589-192-59	6,551.00				
01/18/2021	0589-192-52	6,551.00				
01/18/2021	0602-071-08	6,551.00				
02/22/2021	0603-022-06	6,551.00				
02/25/2021	0602-111-15	6,551.00				
03/02/2021	0801-455-03	6,551.00				
03/09/2021	0807-011-22	6,551.00				
03/15/2021	0602-101-04	6,551.00				
03/15/2021	0588-232-22	6,551.00				
03/21/2021	0801-455-04	6,551.00				
03/21/2021	0588-141-31	6,551.00				
03/25/2021	0802-242-05	6,551.00				
03/25/2021	0608-014-14	6,551.00				
04/05/2021	0588-213-01	6,551.00				
04/05/2021	0588-213-02	6,551.00				
04/05/2021	0588-214-45	6,551.00				
04/13/2021	0588-281-42	6,551.00				
04/20/2021	0588-141-07	6,551.00				
04/20/2021	0802-311-08	6,551.00				
05/03/2021	0803-071-15	6,551.00				
05/07/2021	0588-253-22	6,551.00				
05/27/2021	0588-253-23	6,551.00				
05/27/2021	0588-412-24	6,551.00				

UE* **UNEARNED @ 08/30/21, FUNDS RESTRICTED**

Plus: Interest earned on fund balance
Q/E 06/30/20 2,619.70 8,049.16
Q/E 09/30/20 2,289.88
Q/E 12/31/20 1,740.90
Q/E 03/31/21 1,398.68
8,049.16

Less: Public Improvements funded from charges NONE 0.00

Ending Capacity Charge Fund Balance Should Be 1,371,919.00
Actual Ending Capacity Charge Fund Balance 1,371,919.00
Variance 0.00

**JOSHUA BASIN WATER DISTRICT
ANNUAL REPORT OF CAPACITY CHARGES**

Fiscal year 2020/21

Type of Capacity Charges

WATER

GL account number LAIF 01-11310
Revenue 01-44010

Beginning Capacity Charge Fund Balance 524,932.52
Less: Adjustment from prior year 22,719.28
Plus: Charges Collected (details below) 554,471.00

06/23/20	0588-142-07	7,379.00	UEPY**	04/05/21	0588-213-01	7,379.00	
06/18/20	0632-182-24	6,046.00	UEPY**	04/05/21	0588-213-02	7,379.00	
07/06/20	0588-244-33	7,379.00		04/05/21	0588-214-45	7,379.00	
07/06/20	0632-021-25	7,379.00		04/05/21	0600-182-17	7,379.00	
07/15/20	0603-113-37	7,379.00		04/05/21	0631-221-04	7,379.00	
07/15/20	0601-431-14	7,379.00		04/05/21	0631-201-63	7,379.00	
07/27/20	0602-071-06	7,379.00		04/12/21	0632-061-20	7,379.00	
07/30/20	0601-465-02	7,379.00		04/12/21	0631-263-07	7,379.00	
08/03/20	0607-011-24	7,379.00		04/13/21	0588-281-42	7,379.00	
08/11/20	0588-131-16	7,379.00		04/13/21	0599-321-01	7,379.00	
08/18/20	0589-141-13	7,379.00		04/13/21	0632-291-05	7,379.00	
08/19/20	0600-142-13	7,379.00		04/13/21	0632-291-06	7,379.00	
08/24/20	0605-231-36	7,379.00		04/13/21	0632-291-07	7,379.00	
09/02/20	0602-051-11	7,379.00		04/13/21	0632-291-08	7,379.00	
09/02/20	0600-191-03	7,379.00		04/20/21	0588-141-07	7,379.00	
09/02/20	0600-191-02	7,379.00		04/20/21	0602-311-08	7,379.00	
09/02/20	0600-162-15	7,379.00		05/03/21	0603-071-15	7,379.00	
10/26/20	0601-422-11	7,379.00		05/04/21	0632-321-29	2,379.00	UE* & PARTIAL 21/22
10/28/20	0604-112-22	7,379.00		05/04/21	0632-181-14	7,379.00	
11/06/20	0600-221-25	7,379.00		05/12/21	0632-044-06	7,379.00	
11/09/20	0588-142-32	7,379.00		05/25/21	0600-081.18	7,379.00	
11/16/20	0588-141-12	7,379.00		05/07/21	0588-253-22	7,379.00	
11/19/20	0588-431-10	7,379.00		05/27/21	0588-253-23	7,379.00	
12/07/20	0601-421-07	7,379.00		05/27/21	0588-412-24	7,379.00	
12/29/20	0588-391-07	7,379.00		06/07/21	0631-284-03	7,379.00	
01/18/21	0589-192-59	7,379.00		06/07/21	0599-351-33	7,379.00	
01/18/21	0589-192-52	7,379.00		06/07/21	0599-361-36	7,379.00	
01/18/21	0602-071-08	7,379.00		06/07/21	0632-211-13	7,379.00	
01/28/21	0632-242-26	7,379.00		06/10/21	0602-031-06	7,379.00	UE*
01/28/21	0632-182-22	7,379.00		06/14/21	0599-274-04	7,379.00	UE*
02/22/21	0603-022-06	7,379.00		06/14/21	0588-222-06	7,379.00	UE*
02/25/21	0602-111-15	7,379.00		06/07/21	0608-044-13	7,379.00	UE*
03/02/21	0601-455-03	7,379.00		06/17/21	0603-301-03	7,379.00	UE*
03/09/21	0607-011-22	7,379.00		06/17/21	0605-311-19	7,379.00	UE*
03/15/21	0602-101-04	7,379.00		06/24/21	0603-253-22	7,379.00	UE*
03/15/21	0588-232-22	7,379.00				76 554,471.00	
03/21/21	0601-455-04	7,379.00					
03/21/21	0588-141-31	7,379.00					
03/25/21	0602-242-05	7,379.00					
03/25/21	0608-014-14	7,379.00					
03/25/21	0632-201-29	7,379.00					

UE* UNEARNED @ 06/30/21, FUNDS RESTRICTED
UEPY** UNEARNED @ 06/30/20; NOT PREV. REPORTED

Plus: Interest earned on fund balance 3,549.15
Q/E 06/30/20 383.22
Q/E 09/30/20 1,315.58
Q/E 12/31/20 1,000.18
Q/E 03/31/21 850.17
3,549.15

Less: Public improvements funded from charges NONE 0.00

Ending Capacity Charge Fund Balance Should Be 1,060,233.39
Actual Ending Capacity Charge Fund Balance 1,060,233.39
Variance 0.00

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

Board of Directors

DATE: September 15, 2021

REPORT TO: Board of Directors
PREPARED BY: Anne Roman, Director of Finance
TOPIC: **SADDLEBACK CIRP PROJECT WATER CAPACITY CHARGES TRANSFER 2021/22**
RECOMMENDATION: Recommend that the Board of Directors receive for information and approve the Water Capacity Charges transfer 2021/22.

ANALYSIS: 2010 marked the last time the District utilized any Water Capacity charges, for the H-Zone project. The Capacity charges used at that time depleted the fund balance and it has taken about eleven years to build up to its current balance of \$1,060,233.39.

Capacity charges (aka Capacity *fees*) are one-time development charges used to fund the capital improvements necessary for the expansion of the water system as a result of each new meter/connection. Capacity charges are **legally restricted (in our LAIF – Water Capacity Charges Reserve)** and may only be used to fund those projects associated with growth, such as expansion or upgrades. In the case of our now-complete Saddleback CIRP (Capital Improvement / Replacement Program), 67% of the completed project is attributable to vacant, undeveloped land, or upsizing of pipe and is considered expansion of the system. That proportional share is a legal use of capacity charges and the district can use those funds to reimburse itself for project costs incurred.

\$871,166.04 (67%) of the Saddleback CIRP project cost of \$1,300,247.82 is eligible for reimbursement from the Water Capacity charges. The Board may choose to which reserve fund(s) the \$871,166.04 is/are transferred. Reserve fund facts for consideration:

- LAIF - Cash Flow Reserve – funded at target levels
- LAIF - Operating Reserve -- funded at target levels
- LAIF - Capital Reserve – no target or maximum
- LAIF - Emergency Capital Replacement Reserve is \$102,671 short of \$2 mil target level.

Thus, Staff recommends that \$102,671 be transferred to the LAIF – Emergency Capital Replacement Reserve to bring it up to \$2 million target level.

Staff recommends that the remainder of \$768,495.04 be transferred to the LAIF – Capital Reserve to be designated for future capital use. This will leave a balance of \$189,067.35 in the LAIF - Water Capacity Reserve fund, available for future eligible growth-related projects.

Side-note: The General Manager will provide a more in-depth look at the Saddleback CIRP project costs recap in the near future.

STRATEGIC PLAN ITEM: 2.7.1 Maintain Finance Compliance

FISCAL IMPACT:

Unrestrict and transfer Water Capacity Funds as shown:

From:	
LAIF - Water Capacity Charges Reserve	\$871,166.04
To:	
LAIF – Emergency Capital Replacement Reserve	\$102,671.00
LAIF – Capital Reserve	\$768,495.04