



**REGULAR FINANCE COMMITTEE MEETING**  
**MONDAY, AUGUST 29, 2016 9:00 AM**  
**61750 CHOLLITA ROAD, JOSHUA TREE, CA 92252**  
**AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. DETERMINATION OF QUORUM
4. APPROVAL OF AGENDA
5. PUBLIC COMMENT
- Page 2 6. APPROVE MINUTES OF THE PRIOR COMMITTEE MEETING
  - Regular Finance Committee Meeting July 25, 2016
- Page 3-10 7. REVIEW CHECK REGISTER – JUNE 2016- SUSAN GREER
- Page 11-13 8. CAPACITY FEE REPORTS– SUSAN GREER –  
Review capacity fee reports and recommend for approval by the full Board of Directors.
- Page 14-15 9. REVIEW OF WATER ACCOUNT ASSISTANCE PROGRAM- CURT SAUER  
Provide recommendation on maintaining the Program or altering it, to be brought to the full Board of Directors.
10. STAFF REPORT
11. ADJOURNMENT

**INFORMATION**

During "Public Comment", please use the podium microphone. State your name and have your information prepared and be ready to provide your comments. The District is interested and appreciates your comments. A 3-minute time limit will be imposed. Thank you. Any person with a disability who requires accommodation in order to participate in this meeting should telephone Joshua Basin Water District at (760) 366-8438, at least 48 hours prior to the meeting in order to make a request for a disability-related modification or accommodation.

Materials related to an item on this Agenda submitted to the Committee after distribution of the agenda packet are available for public inspection in the District's office located at 61750 Chollita Road, Joshua Tree, California 92252 during normal business hours.

JOSHUA BASIN WATER DISTRICT  
Minutes of the  
REGULAR MEETING OF THE FINANCE COMMITTEE  
Monday, July 25, 2016  
61750 Chollita Road, Joshua Tree, CA 92252

**1. CALL TO ORDER** 10:00 a.m.

**2. PLEDGE OF ALLEGIANCE**

Committee Members Present: Victoria Fuller, President  
Bob Johnson, Director

Staff Present: Curt Sauer, General Manager  
Susan Greer, Assistant General Manager/Controller  
Anne Roman, Accountant

Guests: 2

**3. DETERMINATION OF QUORUM**  
A quorum is present.

**4. APPROVAL OF AGENDA**  
MSC/Johnson/Fuller 2/0 to approve the agenda for the July 25, 2016 Regular Meeting of the Finance Committee.

**5. PUBLIC COMMENT**  
None

**6. APPROVE MINUTES OF THE PRIOR COMMITTEE MEETING**  
MSC/Johnson/Fuller 2/0 to approve the minutes of the June 25, 2016 Regular Meeting of the Finance Committee.

**7. RATE STUDY-** Susan Greer informed the Finance Committee that a bid for a new Rate Study will be presented to the full Board.

**PUBLIC COMMENT**  
Steve Whitman, Joshua Tree- Commented that we need increases to fund infrastructure replacement.

**8. STAFF REPORT - None**

**9. ADJOURNMENT**  
MSC/Johnson/Fuller 2/0 adjourned the meeting at 10:28 AM

Respectfully submitted:

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Susan Greer, Assistant General Manager/Controller



Vendor Number Payable #	Vendor DBA Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: AP-AP Cash						
010690	TYLER TECHNOLOGIES	05/18/2016	Regular		-18,307.27	57527
VEN01371	HALL, DAVID E	06/30/2016	Regular	0.00	-4.32	55711
VEN01368	WHALEN, BEVERLY	06/30/2016	Regular	0.00	-9.08	55715
VEN01392	COLLINS, JAMES L	06/30/2016	Regular	0.00	-14.71	55826
VEN01395	KOENIG, JAMES B	06/30/2016	Regular	0.00	-31.08	55831
VEN01411	LEONARD, BARBARA	06/30/2016	Regular	0.00	-0.81	55891
VEN01415	COLEGIO, ANTHONY A	06/30/2016	Regular	0.00	-8.01	55929
VEN01423	BROWN, TONICKA R	06/30/2016	Regular	0.00	-29.20	55968
VEN01427	FERRER, DENIS	06/30/2016	Regular	0.00	-1.81	55970
VEN01425	TERRIAN, DAVID R	06/30/2016	Regular	0.00	-1.03	55973
VEN01433	SIVILAY, KHAMOU	06/30/2016	Regular	0.00	-39.12	55987
VEN01436	CLAY, AUTUMN P	06/30/2016	Regular	0.00	-29.61	55988
VEN01435	CURRELL, BARBARA S	06/30/2016	Regular	0.00	-51.21	55989
VEN01438	OAK PROJECT MANAGEMENT	06/30/2016	Regular	0.00	-40.02	56052
VEN01450	HARDY, PAUL A	06/30/2016	Regular	0.00	-59.50	56062
VEN01468	FABRICO, ERIN I	06/30/2016	Regular	0.00	-35.40	56151
VEN01476	COLLINS, CANDACE A	06/30/2016	Regular	0.00	-0.64	56191
VEN01496	FABRICO, ERIN I	06/30/2016	Regular	0.00	-37.30	56256
VEN01504	GOFF, JEREMY S	06/30/2016	Regular	0.00	-64.70	56263
VEN01507	BIRD, SARAH D	06/30/2016	Regular	0.00	-9.42	56280
VEN01518	MCNAIR, LYNN A	06/30/2016	Regular	0.00	-0.22	56297
VEN01514	VALENTINE, JENNIFER L	06/30/2016	Regular	0.00	-6.77	56300
VEN01539	MATTHIAS, RONALD	06/30/2016	Regular	0.00	-30.00	56406
VEN01553	MCGOLDRICK, STEPHEN	06/30/2016	Regular	0.00	-82.49	56416
VEN01576	GUTIERREZ, MARLEN	06/30/2016	Regular	0.00	-0.10	56514
VEN01593	RHOADES, MARIE G	06/30/2016	Regular	0.00	-67.20	56601
VEN01594	TAYLOR, NATHANEIL J	06/30/2016	Regular	0.00	-68.82	56603
VEN01610	COOPER, JAMES R	06/30/2016	Regular	0.00	-22.60	56619
VEN01606	JAMES, STEPHEN F	06/30/2016	Regular	0.00	-80.80	56620
VEN01621	MOORE, CRAIG J	06/30/2016	Regular	0.00	-10.64	56696
013220	ACCENT COMPUTER SOLUTIONS, INC.	06/02/2016	Regular	0.00	89.31	57559
<u>108339</u>	Invoice	06/02/2016	PRINTER MAINTENANCE - JUNE 16	0.00	89.31	
VEN01462	BAY AREA CARBIDE, INC.	06/02/2016	Regular	0.00	60.17	57560
<u>206623</u>	Invoice	06/02/2016	SMALL TOOLS	0.00	60.17	
013225	BILLEE LARSON	06/02/2016	Regular	0.00	1,203.94	57561
<u>BL052716</u>	Invoice	06/02/2016	REFUND INACTIVE FEE OVERPAYMENT	0.00	1,203.94	
000241	BRIAN'S LOCK SHOP	06/02/2016	Regular	0.00	80.00	57562
<u>7940</u>	Invoice	06/02/2016	LOCK SERVICE: REKEY NEW SHOP DOOR	0.00	80.00	
001004	BUSINESS CARD	06/02/2016	Regular	0.00	1,960.91	57563
<u>BA0616</u>	Invoice	06/02/2016	EE TRAINING/PUBLIC INFO/BUSINESS	0.00	1,960.91	
000237	COLONIAL LIFE & ACCIDENT INSURANCE CO,	06/02/2016	Regular	0.00	823.80	57564
<u>3990561-0505758</u>	Invoice	06/02/2016	EE LIFE INSURANCE - MAY 16	0.00	823.80	
000330	CURT SAUER	06/02/2016	Regular	0.00	713.12	57565
<u>CS060216</u>	Invoice	06/02/2016	REIMB: ACWA CONFERENCE HOTEL	0.00	713.12	
003596	DEX MEDIA	06/02/2016	Regular	0.00	155.40	57566
<u>DM0616</u>	Invoice	06/02/2016	SUPERPAGES.COM: 5/15 - 4/16	0.00	155.40	
003025	FEDEX	06/02/2016	Regular	0.00	136.57	57567
<u>5-431-15779</u>	Invoice	06/02/2016	SHIPPING: SMALL TOOLS- PRODUCTION	0.00	136.57	

\*Check Report JBWD

Date Range: 06/01/2016 - 06/30/2016

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	
013222	FRONTIER CALIFORNIA INC.	06/02/2016	Regular	0.00	160.43	57568
<u>FC0616</u>	Invoice	06/02/2016	HDMC WWTP - TELEPHONE	0.00	160.43	
000058	GARDA CL WEST, INC.	06/02/2016	Regular	0.00	593.31	57569
<u>10209718</u>	Invoice	06/02/2016	COURIER FEES - JUN 16	0.00	593.31	
006200	MCALLISTERS JANITORIAL SERV.	06/02/2016	Regular	0.00	580.00	57570
<u>6099B</u>	Invoice	06/02/2016	JANITORIAL SERVICES - MAY 16	0.00	580.00	
004720	INLAND WATER WORKS	06/02/2016	Regular	0.00	2,664.36	57571
<u>284000</u>	Invoice	06/02/2016	INVENTORY	0.00	2,664.36	
000084	JOHNSON POWER SYSTEMS	06/02/2016	Regular	0.00	7,313.25	57572
<u>SB030012075</u>	Credit Memo	06/02/2016	CREDIT: GENERATOR REPAIR	0.00	-438.25	
<u>SW030135181</u>	Invoice	06/02/2016	GENERATOR REPAIR	0.00	438.25	
<u>SW030135188</u>	Invoice	06/02/2016	GENERATOR REPAIR	0.00	438.25	
<u>SW030136081</u>	Invoice	06/02/2016	GENERATOR #7 LOAD BANK TEST	0.00	700.00	
<u>SW030136082</u>	Invoice	06/02/2016	GENERATOR #6: LOAD BANK TEST	0.00	650.00	
<u>SW030136083</u>	Invoice	06/02/2016	GENERATOR #3: LOAD BANK TEST	0.00	1,450.00	
<u>SW030136084</u>	Invoice	06/02/2016	GENERATOR #4: LOAD BANK TEST	0.00	1,450.00	
<u>SW030136085</u>	Invoice	06/02/2016	GENERATOR #5: LOAD BANK TEST	0.00	925.00	
<u>SW030136086</u>	Invoice	06/02/2016	GENERATOR #2: LOAD BANK TEST	0.00	850.00	
<u>SW030136087</u>	Invoice	06/02/2016	GENERATOR #1: LOAD BANK TEST	0.00	850.00	
009054	KATHLEEN J. RADNICH	06/02/2016	Regular	0.00	951.23	57573
<u>160515-1A</u>	Invoice	06/02/2016	REIMB: PUBLIC RELATION SUPPLIES	0.00	15.23	
<u>160529-</u>	Invoice	06/02/2016	PUBLIC RELATIONS SERVICES	0.00	936.00	
013226	KENNY WARE	06/02/2016	Regular	0.00	240.50	57574
<u>KW053116</u>	Invoice	06/02/2016	REIMB: D2 CLASS	0.00	175.50	
<u>KW060116</u>	Invoice	06/02/2016	REIMB: D2 TEST	0.00	65.00	
013227	LAYNE CHRISTENSEN COMPANY	06/02/2016	Regular	0.00	8,650.00	57575
<u>89082909</u>	Invoice	06/02/2016	WELL 14 REHAB	0.00	8,650.00	
006029	LIEBERT CASSIDY WHITMORE	06/02/2016	Regular	0.00	2,037.00	57576
<u>1420371</u>	Invoice	06/02/2016	LEGAL SERVICES - APR 16	0.00	195.00	
<u>1420372</u>	Invoice	06/02/2016	LEGAL SERVICES - MOU NEGOTIATIONS	0.00	617.50	
<u>1420373</u>	Invoice	06/02/2016	LEGAL SERVICES - EE MATTERS	0.00	1,224.50	
003505	GARRYS TIRES	06/02/2016	Regular	0.00	3,859.90	57577
<u>12322</u>	Invoice	06/02/2016	JD 410J TIRES	0.00	1,343.10	
<u>12325</u>	Invoice	06/02/2016	GENERATOR TIRE REPAIR: GR3 & GR4	0.00	2,494.80	
<u>12346</u>	Invoice	06/02/2016	VEHICLE REPAIRS: V29	0.00	22.00	
006507	McMASTER-CARR SUPPLY COMPANY	06/02/2016	Regular	0.00	1,480.05	57578
<u>56483953</u>	Invoice	06/02/2016	SMALL TOOLS - PRODUCTION	0.00	1,687.51	
<u>59536948</u>	Credit Memo	06/02/2016	CREDIT: SMALL TOOLS - PRODUCTION	0.00	-1,687.51	
<u>60534006</u>	Invoice	06/02/2016	RCF PILOT CONSTRUCTION	0.00	846.37	
<u>61535588</u>	Invoice	06/02/2016	SHOP EXPENSE	0.00	633.68	
006800	MOJAVE WATER AGENCY	06/02/2016	Regular	0.00	219,426.00	57579
<u>201605190295</u>	Invoice	06/02/2016	MORONGO BASIN PIPELINE DEBT	0.00	219,426.00	
003930	NBS	06/02/2016	Regular	0.00	837.60	57580
<u>51600053</u>	Invoice	06/02/2016	CMM DELIQUENT LETTERS	0.00	837.60	
008102	OFFICEMAX CONTRACT INC.	06/02/2016	Regular	0.00	279.73	57581
<u>158666</u>	Invoice	06/02/2016	OFFICE SUPPLIES/SHOP EXPENSE	0.00	279.73	
000236	PAYPRO ADMINISTRATORS	06/02/2016	Regular	0.00	170.82	57582
<u>PPE 5-27-16</u>	Invoice	06/02/2016	EE FSA DEDUCTIONS 6-03-16	0.00	170.82	
008300	POSTMASTER	06/02/2016	Regular	0.00	3,000.00	57583

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Date Range: 06/01/2016 - 06/30/2016

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>SD053116</u>	Invoice	06/02/2016	POSTAGE FOR WATER BILLING	0.00	3,000.00	
008415	PRUDENTIAL OVERALL SPLY.	06/02/2016	Regular	0.00	101.49	57584
<u>22246395</u>	Invoice	06/02/2016	SHOP EXPENSE	0.00	11.93	
<u>22250453</u>	Invoice	06/02/2016	SHOP EXPENSE	0.00	38.71	
<u>22250455</u>	Invoice	06/02/2016	SHOP EXPENSE	0.00	50.85	
008201	PURCHASE POWER	06/02/2016	Regular	0.00	503.50	57585
<u>PB051216</u>	Invoice	06/02/2016	POSTAGE REFILL FOR METER	0.00	503.50	
013218	OFFICETEAM	06/02/2016	Regular	0.00	1,642.18	57586
<u>45750546</u>	Invoice	06/02/2016	TEMPORARY LABOR	0.00	561.80	
<u>45792297</u>	Invoice	06/02/2016	TEMPORARY LABOR	0.00	460.96	
<u>45859316</u>	Invoice	06/02/2016	TEMPORARY LABOR	0.00	619.42	
013210	SAFEGUARD BUSINESS SYSTEMS, INC.	06/02/2016	Regular	0.00	47.80	57587
<u>031457119</u>	Invoice	06/02/2016	PAYROLL CHECKS	0.00	47.80	
000091	SAN BERNARDINO COUNTY RECORDER	06/02/2016	Regular	0.00	21.00	57588
<u>SB053116</u>	Invoice	06/02/2016	RELEASE OF A LIEN	0.00	21.00	
013228	SARAH J. JOHNSON	06/02/2016	Regular	0.00	21.00	57589
<u>SJ052616</u>	Invoice	06/02/2016	REIMB: LIVE SCAN FEE	0.00	21.00	
013221	SIERRA WEST CONSULTANTS, INC.	06/02/2016	Regular	0.00	3,200.00	57590
<u>2016-41</u>	Invoice	06/02/2016	HR CONSULTING SERVICES	0.00	3,200.00	
VEN01020	SOUTHWEST NETWORKS, INC.	06/02/2016	Regular	0.00	4.85	57591
<u>16-5526</u>	Invoice	06/02/2016	OFFICE SUPPLIES	0.00	4.85	
009920	STANDARD INSURANCE CO	06/02/2016	Regular	0.00	823.98	57592
<u>ST0616</u>	Invoice	06/02/2016	EE LIFE INSURANCE - JUN 16	0.00	823.98	
VEN01472	NORMAN'S DOORS	06/02/2016	Regular	0.00	1,256.00	57593
<u>1118</u>	Invoice	06/02/2016	1 NEW SHOP ENTRY DOOR	0.00	1,256.00	
011101	VAGABOND WELDING SUPPLY	06/02/2016	Regular	0.00	83.16	57594
<u>98436</u>	Invoice	06/02/2016	SHOP EXPENSE	0.00	83.16	
009898	THE GAS COMPANY	06/02/2016	Regular	0.00	67.48	57595
<u>GAS0516</u>	Invoice	06/02/2016	HEAT FOR SHOP - MAY 16	0.00	67.48	
000247	UNITED STATES PLASTIC CORP	06/02/2016	Regular	0.00	79.60	57596
<u>4822430</u>	Invoice	06/02/2016	RCF PILOT CONSTRUCTION	0.00	79.60	
000233	NAPA AUTO PARTS	06/02/2016	Regular	0.00	366.81	57597
<u>153176</u>	Invoice	06/02/2016	VEHICLE MAINTENANCE: V32 & V33	0.00	334.35	
<u>153630</u>	Invoice	06/02/2016	SHOP EXPENSE	0.00	32.46	
VEN01257	YUCCA VALLEY CHRYSLER CENTER INC.	06/02/2016	Regular	0.00	52,758.00	57598
<u>YVCC051816</u>	Invoice	06/02/2016	2016 DODGE RAM 3500 V34	0.00	52,758.00	
001630	AT&T MOBILITY	06/08/2016	Regular	0.00	1,248.65	57599
<u>829480028X060520</u>	Invoice	06/08/2016	COMMUNICATIONS - MAY 16	0.00	1,248.65	
005150	JOSHUA TREE CHAMBER	06/08/2016	Regular	0.00	200.00	57600
<u>931-100</u>	Invoice	06/08/2016	MEMBERSHIP RENEWAL THRU 4/17	0.00	75.00	
<u>931-101</u>	Invoice	06/08/2016	ADVERTISING: JT DOWNTOWN MAP	0.00	125.00	
009054	KATHLEEN J. RADNICH	06/08/2016	Regular	0.00	612.00	57601
<u>160605-</u>	Invoice	06/08/2016	PUBLIC RELATIONS SERVICES	0.00	612.00	
000069	LAROCHE FIRE AND ICE	06/08/2016	Regular	0.00	330.48	57602
<u>6651</u>	Invoice	06/08/2016	A/C MAINTENANCE	0.00	330.48	
003505	GARRYS TIRES	06/08/2016	Regular	0.00	19.00	57603

\*Check Report JBWD

Date Range: 06/01/2016 - 06/30/2016

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>12321</u>	Invoice	06/08/2016	VEHICLE REPAIRS: V31	0.00	19.00	
007500	NORTHAMERICAN TRANSPORTATION	06/08/2016	Regular	0.00	24.00	57604
<u>26773</u>	Invoice	06/08/2016	MEMBERSHIP IN DRUG PROGRAM	0.00	24.00	
008102	OFFICEMAX CONTRACT INC.	06/08/2016	Regular	0.00	96.98	57605
<u>191312</u>	Invoice	06/08/2016	OFFICE SUPPLIES	0.00	96.98	
006150	RANDY MAYES	06/08/2016	Regular	0.00	300.00	57606
<u>RM060216</u>	Invoice	06/08/2016	EDUCATION REIMBURSEMENT	0.00	300.00	
000091	SAN BERNARDINO COUNTY RECORDER	06/08/2016	Regular	0.00	21.00	57607
<u>SB060216</u>	Invoice	06/08/2016	RELEASE OF A LIEN	0.00	21.00	
013229	SAN DIEGO COUNTY SYMPOSIUM FUND	06/08/2016	Regular	0.00	35.00	57608
<u>FS-16-3033</u>	Invoice	06/08/2016	2016 FRAUD PREVENTION REGISTRATION	0.00	35.00	
009878	SOUTHERN CALIFORNIA EDISON	06/08/2016	Regular	0.00	22,269.16	57609
<u>SCE0516</u>	Invoice	06/08/2016	POWER FOR PUMPING - MAY 16	0.00	22,269.16	
009980	SWRCB FEES	06/08/2016	Regular	0.00	80.00	57610
<u>SWRCB-052516</u>	Invoice	06/08/2016	D-2 CERTIFICATE	0.00	80.00	
013196	TELEPACIFIC COMMUNICATIONS	06/08/2016	Regular	0.00	698.43	57611
<u>78819176-0</u>	Invoice	06/08/2016	TELEPHONE (OFFICE) - JUN 16	0.00	698.43	
000504	ACTION PUMPING, INC.	06/15/2016	Regular	0.00	1,325.00	57630
<u>8108</u>	Invoice	06/15/2016	HDMC WW: PUMPING	0.00	1,075.00	
<u>8127</u>	Invoice	06/15/2016	HDMC WW: PUMPING REPAIR	0.00	250.00	
000501	ACWA/JPIA	06/15/2016	Regular	0.00	8,072.70	57631
<u>0419245</u>	Invoice	06/15/2016	EE HEALTH BENEFIT & EAP JULY 16	0.00	8,072.70	
004110	BURRTEC WASTE & RECYCLING SVCS	06/15/2016	Regular	0.00	412.54	57632
<u>BW0616</u>	Invoice	06/15/2016	RECYCLING - JUN 16	0.00	59.58	
<u>BW0616B</u>	Invoice	06/15/2016	TRASH REMOVAL - JUN 16	0.00	267.18	
<u>BW0616C</u>	Invoice	06/15/2016	TRASH REMOVAL - JUN 16	0.00	85.78	
001555	CENTRATEL	06/15/2016	Regular	0.00	253.05	57633
<u>160603192101</u>	Invoice	06/15/2016	DISPATCH SERVICES - MAY 16	0.00	253.05	
001932	COUNTY OF SAN BERNARDINO	06/15/2016	Regular	0.00	6.00	57634
<u>107167</u>	Invoice	06/15/2016	MAP REVISIONS - JUN 16	0.00	6.00	
000330	CURT SAUER	06/15/2016	Regular	0.00	25.00	57635
<u>CS060916</u>	Invoice	06/15/2016	REIMB: DINNER: PELICAN CLUB	0.00	25.00	
013223	LAW OFFICE OF DAVID L. WYSOCKI	06/15/2016	Regular	0.00	306.25	57636
<u>DW0516</u>	Invoice	06/15/2016	LEGAL SERVICES - MAY 16	0.00	306.25	
001461	BOLLINGER CONSULTING GROUP	06/15/2016	Regular	0.00	2,500.00	57637
<u>704</u>	Invoice	06/15/2016	WATER CONSERVATION - MAY 16	0.00	2,500.00	
002201	DEPARTMENT OF JUSTICE	06/15/2016	Regular	0.00	49.00	57638
<u>170690</u>	Invoice	06/15/2016	EE RECRUITING EXPENSE	0.00	49.00	
002820	EMPLOYEE RELATIONS, INC.	06/15/2016	Regular	0.00	69.60	57639
<u>75152</u>	Invoice	06/15/2016	EE RECRUITING EXPENSE	0.00	69.60	
002800	ENGINEERING RESOURCES OF	06/15/2016	Regular	0.00	900.00	57640
<u>47182</u>	Invoice	06/15/2016	STANDBY REPORT - FY 16/17	0.00	900.00	
002846	ESRI, INC.	06/15/2016	Regular	0.00	3,120.00	57641
<u>93140640</u>	Invoice	06/15/2016	GIS MAINT PROG 8/24/16 - 8/23/17	0.00	3,120.00	
003025	FEDEX	06/15/2016	Regular	0.00	21.58	57642

\*Check Report JBWD

Date Range: 06/01/2016 - 06/30/2016

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>5-445-28485</u>	Invoice	06/15/2016	SHIPPING	0.00	21.58	
000058	GARDA CL WEST, INC.	06/15/2016	Regular	0.00	12.34	57643
<u>70039283</u>	Invoice	06/15/2016	EVENXCHANGE FEES - MAY 16	0.00	12.34	
004152	HI-DESERT STAR	06/15/2016	Regular	0.00	264.00	57644
<u>22972</u>	Invoice	06/15/2016	PUBLIC NOTICE: STANDBY HEARING	0.00	264.00	
004195	HOME DEPOT CREDIT SERVICES	06/15/2016	Regular	0.00	2,841.59	57645
<u>HD0616</u>	Invoice	06/15/2016	PUMPING PLANT/SMALL TOOLS/SHOP	0.00	2,841.59	
004720	INLAND WATER WORKS	06/15/2016	Regular	0.00	165.78	57646
<u>284352</u>	Invoice	06/15/2016	SMALL TOOLS - DISTRIBUTION	0.00	165.78	
000084	JOHNSON POWER SYSTEMS	06/15/2016	Regular	0.00	4,220.77	57647
<u>SW030136395</u>	Invoice	06/15/2016	GENERATOR REPAIR	0.00	4,220.77	
009054	KATHLEEN J. RADNICH	06/15/2016	Regular	0.00	601.17	57648
<u>160612-23</u>	Invoice	06/15/2016	PUBLIC RELATIONS SERVICES	0.00	601.17	
009072	LAW OFFICES REDWINE AND SHERRILL	06/15/2016	Regular	0.00	12,964.71	57649
<u>RS0516</u>	Invoice	06/15/2016	LEGAL SERVICES - MAY 16	0.00	12,964.71	
010633	LISA THOMPSON	06/15/2016	Regular	0.00	161.00	57650
<u>LT060816</u>	Invoice	06/15/2016	EDUCATION REIMBURSEMENT	0.00	161.00	
000205	LORI G. HERBEL	06/15/2016	Regular	0.00	160.00	57651
<u>LH070116</u>	Invoice	06/15/2016	PUBLIC INFO/FARMER'S MARKET	0.00	160.00	
003505	GARRYS TIRES	06/15/2016	Regular	0.00	22.00	57652
<u>12430</u>	Invoice	06/15/2016	VEHICLE REPAIRS: V28	0.00	22.00	
013205	M.E. SIMPSON COMPANY, INC.	06/15/2016	Regular	0.00	9,900.00	57653
<u>28366</u>	Invoice	06/15/2016	WATER AUDIT & WATER ASSESSMENT	0.00	9,900.00	
006507	McMASTER-CARR SUPPLY COMPANY	06/15/2016	Regular	0.00	413.07	57654
<u>64389230</u>	Invoice	06/15/2016	SHOP EXPENSE	0.00	413.07	
006800	MOJAVE WATER AGENCY	06/15/2016	Regular	0.00	120,018.00	57655
<u>MWA053116</u>	Invoice	06/15/2016	WATER RECHARGE PURCHASE	0.00	120,018.00	
000070	ONLINE INFORMATION SERVICES, INC.	06/15/2016	Regular	0.00	220.60	57656
<u>718260</u>	Invoice	06/15/2016	ID VERIF. SERV. THRU 05/31/16	0.00	220.60	
000236	PAYPRO ADMINISTRATORS	06/15/2016	Regular	0.00	50.00	57657
<u>56192</u>	Invoice	06/15/2016	FSA ADMIN FEES - MAY 16	0.00	50.00	
000236	PAYPRO ADMINISTRATORS	06/15/2016	Regular	0.00	170.82	57658
<u>PPE 6-10-16</u>	Invoice	06/15/2016	EE FSA DEDUCTIONS 6-10-16	0.00	170.82	
008405	PRECISION ASSEMBLY	06/15/2016	Regular	0.00	1,461.21	57659
<u>17273</u>	Invoice	06/15/2016	MAY WATER BILLING	0.00	1,461.21	
008415	PRUDENTIAL OVERALL SPLY.	06/15/2016	Regular	0.00	101.49	57660
<u>22253487</u>	Invoice	06/15/2016	SHOP EXPENSE	0.00	11.93	
<u>22256964</u>	Invoice	06/15/2016	SHOP EXPENSE	0.00	38.71	
<u>22256965</u>	Invoice	06/15/2016	SHOP EXPENSE	0.00	50.85	
013218	OFFICETEAM	06/15/2016	Regular	0.00	1,051.57	57661
<u>45900081</u>	Invoice	06/15/2016	TEMPORARY LABOR	0.00	590.61	
<u>45955276</u>	Invoice	06/15/2016	TEMPORARY LABOR	0.00	460.96	
008414	PROVIDEO	06/15/2016	Regular	0.00	100.00	57662
<u>1041</u>	Invoice	06/15/2016	VIDEO TAPING BD MEETINGS - MAY 16	0.00	100.00	
VEN01020	SOUTHWEST NETWORKS, INC.	06/15/2016	Regular	0.00	11,194.09	57663
<u>16-5125</u>	Invoice	06/15/2016	SUPPLEMENTAL IT SERVICES (AMC) - MAY 16	0.00	760.00	

\*Check Report JBWD

Date Range: 06/01/2016 - 06/30/2016

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>16-5536</u>	Invoice	06/15/2016	OFFICE SUPPLIES	0.00	189.09	
<u>16-6000SC</u>	Invoice	06/15/2016	IT SERVICES - 7/16 - 9/16	0.00	10,245.00	
010690	TYLER TECHNOLOGIES	06/15/2016	Regular	0.00	16,896.17	57664
<u>025-158276</u>	Invoice	06/15/2016	ANNUAL MAINT: 8 MODULES	0.00	16,896.17	
000233	NAPA AUTO PARTS	06/15/2016	Regular	0.00	104.74	57665
<u>155348</u>	Invoice	06/15/2016	VEHICLE MAINTENANCE: V34	0.00	29.68	
<u>156585</u>	Invoice	06/15/2016	VEHICLE MAINTENANCE: V24, 25, 26, 27, 28,	0.00	75.06	
000985	AVALON URGENT CARE	06/15/2016	Regular	0.00	115.00	57666
<u>21616</u>	Invoice	06/15/2016	EE RECRUITING EXPENSE	0.00	115.00	
000248	PAYCHEX	06/03/2016	Manual	0.00	327.44	900629
<u>281608</u>	Invoice	06/03/2016	PAYROLL PROCESSING FEE	0.00	327.44	
001517	CalPERS	06/09/2016	Manual	0.00	8,559.16	900630
<u>PPE 5-27-16</u>	Invoice	06/09/2016	PAY PERIOD ENDING 5/27/16	0.00	8,559.16	
000248	PAYCHEX	06/10/2016	Manual	0.00	75.00	900631
<u>14825506</u>	Invoice	06/10/2016	TIME & LABOR ONLINE USAGE FEE	0.00	75.00	
001007	BUSINESS CARD	06/17/2016	Manual	0.00	477.31	900632
<u>BA0616</u>	Invoice	06/17/2016	RCF PILOT STUDY/VACUUM SUPPLIES	0.00	477.31	
001005	BANK OF AMERICA	06/17/2016	Manual	0.00	3,157.66	900633
<u>BA0616</u>	Invoice	06/17/2016	DIRECTOR EDUCATION/OFFICE	0.00	3,157.66	
000248	PAYCHEX	06/17/2016	Manual	0.00	341.44	900634
<u>282554</u>	Invoice	06/17/2016	PAYROLL PROCESSING FEE	0.00	341.44	
VEN01533	PAYMENTUS GROUP INC.	06/20/2016	Manual	0.00	1,704.50	900635
<u>US16050184</u>	Invoice	06/20/2016	CREDIT CARD PROCESSING FEE - MAY 16	0.00	1,704.50	
001517	CalPERS	06/17/2016	Manual	0.00	9,034.48	900636
<u>PPE 6-10-16</u>	Invoice	06/17/2016	PAY PERIOD ENDING 6/10/16	0.00	9,034.48	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	123	90	0.00	544,649.79
Manual Checks	8	8	0.00	23,676.99
Voided Checks	0	30	0.00	-19,143.88
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>131</b>	<b>127</b>	<b>0.00</b>	<b>549,182.90</b>



**JOSHUA BASIN WATER DISTRICT  
UTILITY REFUND REGISTER**

<u>Account Number</u>	<u>Name</u>	<u>Date</u>	<u>Type</u>	<u>Amount</u>	<u>Reference</u>
04-00073-011	BUSSELL, STEPHANIE	6/2/2016	Refund	45.25	Check #: 57554
08-00054-012	LUND, ELENA M	6/2/2016	Refund	41.99	Check #: 57555
56-00205-007	LANSFORD, VICTORIA H	6/2/2016	Refund	21.47	Check #: 57556
62-00189-008	AIM RENTAL PROPERTIES	6/2/2016	Refund	85.01	Check #: 57557
65-00284-007	KELLEY, TIMOTHY F	6/2/2016	Refund	48.60	Check #: 57558
07-00127-017	MAGHSOODPOUR, ARBEL	6/13/2016	Refund	83.50	Check #: 57612
10-00180-005	FRECHETTE, SHANNON C	6/13/2016	Refund	71.29	Check #: 57613
10-00317-005	PROPERTIES, PRESTIGE	6/13/2016	Refund	60.84	Check #: 57614
54-00183-014	PRESTIGE PROPERTIES	6/13/2016	Refund	89.39	Check #: 57615
55-00205-009	RYAN, TERRI L	6/13/2016	Refund	50.42	Check #: 57616
55-00283-009	EWING, DIXIE V	6/13/2016	Refund	18.25	Check #: 57617
01-00029-005	YEAGER, ROBERT A	6/15/2016	Refund	36.62	Check #: 57618
04-00117-008	FERRIS, PAUL W	6/15/2016	Refund	167.58	Check #: 57619
08-00017-002	CONTRERAS, ROY R JR	6/15/2016	Refund	5.28	Check #: 57620
08-00035-013	BARBER, MATTHEW D	6/15/2016	Refund	5.73	Check #: 57621
08-00051-003	STROMBECK, MANFRED	6/15/2016	Refund	12.95	Check #: 57622
09-00104-009	KUNS, VICTORIA L	6/15/2016	Refund	150.79	Check #: 57623
10-00276-007	CUNA, JOSE M	6/15/2016	Refund	37.42	Check #: 57624
11-00365-006	WOFFORD, JESSICA L	6/15/2016	Refund	60.93	Check #: 57625
50-00028-010	RESTATED DIXON FAMILY TRUST	6/15/2016	Refund	50.58	Check #: 57626
63-00076-007	AFFORDABLE RENTALS	6/15/2016	Refund	12.34	Check #: 57627
63-00109-004	KNIGHT, GAYLAND	6/15/2016	Refund	75.08	Check #: 57628
65-00199-008	LARSON, PAUL D	6/15/2016	Refund	89.80	Check #: 57629
06-00066-012	AVEDISYAN, ANDRANIK	6/21/2016	Refund	143.14	Check #: 57667
61-00151-007	PRITCHARD, MATTHEW L	6/21/2016	Refund	63.56	Check #: 57668
53-00113-010	GOOCH, KEVIN J	6/22/2016	Refund	0.30	Check #: 57669
01-00029-005	YEAGER, ROBERT A	6/23/2016	Refund	3.08	Check #: 57670
10-00317-005	PROPERTIES, PRESTIGE	6/23/2016	Refund	19.58	Check #: 57671
08-00011-019	CURRELL, BARBARA S	6/28/2016	Refund	51.21	Check #: 57672
08-00140-009	VILLARREAL, ALAINA	6/29/2016	Reverse Refund Check Adjustment	(2.09)	VOID REFUND CHECK
53-00021-001	CHASSE, HEATHER	6/30/2016	Reverse Refund Check Adjustment	(0.78)	REVERSE REFUND
65-00094-002	LEE, JOHN	6/30/2016	Reverse Refund Check Adjustment	(8.47)	REVERSE REFUND
05-00135-002	NAPOLITANO, JOHNETTE	6/30/2016	Reverse Refund Check Adjustment	(50.40)	REVERSE REFUND
62-00242-005	RIVERA, WANDA E	6/30/2016	Reverse Refund Check Adjustment	(34.97)	REVERSE REFUND
62-00200-008	HALL, DAVID E	6/30/2016	Reverse Refund Check Adjustment	(38.73)	VOID REFUND CHECK
				<b><u>1,466.54</u></b>	

**JOSHUA BASIN WATER DISTRICT****JUNE 2016****DIRECTOR PAY****PAY PERIODS: 05/14/2016 - 06/10/2016**

<b>Director</b>	<b>Date</b>	<b>Type</b>	<b>Amount</b>	<b>Notes</b>
VICTORIA J FULLER	05/18/2016	Director Pay	173.63	JBWD BOARD MEETING
VICTORIA J FULLER	05/25/2016	Director Pay	173.63	JBWD SPECIAL BOARD MEETING
VICTORIA J FULLER	06/01/2016	Director Pay	173.63	JBWD BOARD MEETING
			<u>520.89</u>	
ROBERT JOHNSON	05/18/2016	Director Pay	173.63	JBWD BOARD MEETING
ROBERT JOHNSON	05/25/2016	Director Pay	173.63	JBWD SPECIAL BOARD MEETING
ROBERT JOHNSON	06/01/2016	Director Pay	173.63	JBWD BOARD MEETING
			<u>520.89</u>	
MICKEY C LUCKMAN	05/18/2016	Director Pay	173.63	JBWD BOARD MEETING
MICKEY C LUCKMAN	05/25/2016	Director Pay	173.63	JBWD SPECIAL BOARD MEETING
MICKEY C LUCKMAN	06/01/2016	Director Pay	173.63	JBWD BOARD MEETING
			<u>520.89</u>	
MICHAEL P REYNOLDS	05/14/2016	Director Pay	173.63	4/18/16 EAST VALLEY WATER DISTRICT ASBCSD MEETING
MICHAEL P REYNOLDS	05/14/2016	Mileage/Vehicle Expense	83.70	4/18/16 MILES: EVWD ASBCSD MEETING
MICHAEL P REYNOLDS	05/14/2016	Meals/Lodging	33.00	4/18/16 DINNER: EVWD ASBCSD MEETING
MICHAEL P REYNOLDS	05/14/2016	Director Training	173.63	5/3/16 ACWA SPRING CONFERENCE
MICHAEL P REYNOLDS	05/14/2016	Director Training	173.63	5/4/16 ACWA SPRING CONFERENCE
MICHAEL P REYNOLDS	05/14/2016	Director Training	173.63	5/5/16 ACWA SPRING CONFERENCE
MICHAEL P REYNOLDS	05/14/2016	Director Training	173.63	5/6/16 ACWA SPRING CONFERENCE
MICHAEL P REYNOLDS	05/14/2016	Director Training	60.16	MEALS: 5/3 - 5/6/16 ACWA SPRING CONFERENCE
MICHAEL P REYNOLDS	05/14/2016	Director Training	533.76	MILES & PARKING: 5/3 - 5/6/16 ACWA SPRING CONFERENCE
MICHAEL P REYNOLDS	05/18/2016	Director Pay	173.63	JBWD BOARD MEETING
MICHAEL P REYNOLDS	05/25/2016	Director Pay	173.63	JBWD SPECIAL BOARD MEETING
MICHAEL P REYNOLDS	06/01/2016	Director Pay	173.63	JBWD BOARD MEETING
			<u>2,099.66</u>	
REBECCA UNGER	05/18/2016	Director Pay	173.63	JBWD BOARD MEETING
REBECCA UNGER	05/25/2016	Director Pay	173.63	JBWD SPECIAL BOARD MEETING
REBECCA UNGER	06/01/2016	Director Pay	173.63	JBWD BOARD MEETING
			<u>520.89</u>	
<b>TOTAL</b>			<u><b>4,183.22</b></u>	

JOSHUA BASIN WATER DISTRICT  
MEETING AGENDA REPORT

Meeting of the Finance Committee

August 29, 2016

Report to: Committee Members

Prepared by: Susan Greer 

TOPIC:  
CAPACITY FEE REPORTS

RECOMMENDATION:  
Review capacity fee reports and recommend for approval by the full Board of Directors.

ANALYSIS:  
Detailed reports about the water and sewer capacity fees are attached. The quarterly financial reports provide the balances in each of the funds but the attached reports provide additional detail about beginning and ending capacity fund balances, additional deposits into the funds, interest earned and projects completed with the funds, if any.

STRATEGIC PLAN ITEM:  
N/A

FISCAL IMPACT:  
N/A

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

Fiscal year 2015/2016

Type of Capacity Charges **WATER** SEWER

GL account number LAIF **01-11310** 01-11313  
Revenue **01-44010** 01-44050

Beginning Capacity Charge Fund Balance 57,048.63

Description and amount of charges collected 19,446.00

8/25/2015 0632-321-31 meter	3,852.00
10/28/2015 589-201-91 meter	3,852.00
3/11/2016 0589-101-10 meter	3,852.00
3/14/2016 0599-221-23 meter	3,945.00
4/25/2016 0588-153-10 meter	<u>3,945.00</u>
	19,446.00

Interest earned on fund balance 217.06

QE 6/30/15	40.17
Q/E 9/30/15	44.23
Q/E 12/31/15	52.83
Q/E 3/30/15	<u>79.83</u>
	217.06

Public improvements funded from charges 0.00

NONE

Ending Capacity Charge Fund Balance 76,711.69 ✓

# JOSHUA BASIN WATER DISTRICT ANNUAL REPORT OF CAPACITY CHARGES

Fiscal year 2015/2016

Type of Capacity Charges      **WATER**                      **SEWER**

GL account number	LAIF	01-11310	01-11313
	Revenue	01-44010	01-44050

Beginning Capacity Charge Fund Balance 446,846.16

Description and amount of charges collected 76,925.08

7/20/2015 HDMC	<u>76,925.08</u>	
	76,925.08	

Interest earned on fund balance 1,805.28

QE 6/30/15	361.72	
Q/E 9/30/15	380.41	
Q/E 12/31/15	454.34	
Q/E 3/30/16	<u>608.81</u>	
	1,805.28	

Public improvements funded from charges 0.00

NONE

Ending Capacity Charge Fund Balance 525,576.52 ✓

JOSHUA BASIN WATER DISTRICT  
MEETING AGENDA REPORT

Meeting of the Board of Directors

August 29, 2016

Report to: President and Members of the Board

Prepared by: Curt Sauer

TOPIC: Water Account Assistance Programs, a comparison

RECOMMENDATION: Provide General Manager a recommendation on maintaining existing program or altering it.

ANALYSIS: At the August 17 Board meeting Director Reynolds mentioned that His Desert had an assistance program for customers with high water usage and requested that the topic be discussed for JBWD. This is a topic I had intended to bring to the Board at some point, because I believe the District's policy, referred to as the Water Account Assistance Program, is overly beneficial to customer that do not pay attention to their water use.

There are three policies on this issue in the Morongo basin:

Twentynine Palms policy is if water went through your meter, then you pay for it. I think in Twentynine Palms the program is known as the Retired Marine Drill Sergeant Plan.

The other two plans require that you fix the leak(s) and have a cost free water survey conducted by the district.

Hi-Desert's Policy is if you have a high water use for one or two months due to leaks, they will deduct up to 25 percent of your water use, and the customer is responsible for paying the remaining bill. Payment plans up to three months can be worked out with Customer Service.

JBWD's policy is if you have a high read due to leaks, up to two months, and the bill is \$400 more than it was compared to the previous year's same month period, you are eligible for a deduction in the bill, up to half of the bill, not to exceed \$800.

Let's try a few examples:

Customer A: Over a two month period used 650 units of water. The bill was \$2,426, versus \$232 from the previous year.

Twentynine Palms program – Pay your bill.

Hi Desert – Take 25 percent of the water off the bill. The bill is now **\$1,980.95**.

JBWD - The difference in the bill is more than \$400, so the account is eligible for assistance. The difference between this year and last year is \$2,194. Fifty percent is \$1,097. Customer is eligible to receive an \$800 credit on the bill (\$800 max limit). The bill is now **\$1,626**.

In this example JBWD is giving away \$354 in revenue compared to Hi Desert's program, and \$800 more than 29 Palms.

Customer B: Over a one month period used 447 units of water. The bill was \$1,842.24, versus \$121.80 the previous year.

Twentynine Palms – Pay your bill.

Hi Desert – Take 25 percent off. The bill is now \$1,357.75.

JBWD - The difference in the bill is more than \$400, so the account is eligible for assistance. The difference between this year and last year is \$1,720.44. Fifty percent is \$860.22.

Customer is eligible to receive an \$800 credit on the bill (\$800 max limit). The bill is now **\$1,042.**

In this example JBWD is giving away \$315 in revenue compared to Hi Desert's program, and \$800 more than 29 Palms.

For each Water Account Assistance Program request JBWD can lose up to \$800 in revenue. Generally the normal range is about \$500. We receive about 6 requests a year. Therefore, there is a loss of revenue of about \$3,000, up to \$4,800 a year.