

Borrego Water District Board of Directors
Regular Meeting
January 28, 2020 @ 9:00 a.m.
806 Palm Canyon Drive
Borrego Springs, CA 92004

I. OPENING PROCEDURES

- A.** Call to Order:
- B.** Pledge of Allegiance
- C.** Roll Call
- D.** Approval of Agenda
- E.** Approval of Minutes
 - 1. December 17, 2020 Special Board Meeting (3-6)
 - 2. December 20, 2020 Special Board Meeting (7)
- F.** Comments from the Public & Requests for Future Agenda Items (may be limited to 3 min)
- G.** Comments from Directors
- H.** Correspondence Received from the Public:

II. ITEMS FOR BOARD CONSIDERATION AND POSSIBLE ACTION

- A.** Borrego Water District and Community Watermaster Board Representative Responsibilities/Term – Core Team (8-10)
- B.** WaterMaster Community Representative Forum – G Poole (11-13)
- C.** SB 998 Delinquent Payments Policy – G Poole (14-19)
- D.** San Diego County Land Code Development Update - L Brecht (20)
- E.** Update on Status of Settlement Agreement / Stipulated Judgment – VERBAL, S Anderson (21)

III. STANDING AND AD-HOC BOARD COMMITTEE REPORTS –

- A. STANDING:**
 - 1. Operations and Infrastructure – Delahay/Duncan
- B. AD-HOC:**
 - 1. Stipulated Judgment Implementation – Brecht/Duncan
 - 2. Risk Management – Brecht/Dice
 - 3. Grant Funding – Dice/Johnson
 - 4. Association of California Water Agencies/Joint Powers Authority – Dice/Johnson
 - 5. Organizational Staffing - Dice/Duncan
 - 6. Prop 218 and BWD Developers’ Policy – Brecht
 - 7. Town Hall 2020 Agenda – Dice/Johnson

IV. STAFF REPORT

- A. FINANCIAL REPORTS (22-41)**
 - 1. November 2019
 - 2. December 2019

AGENDA: January 28, 2020

All Documents for public review on file with the District’s secretary located at 806 Palm Canyon Drive, Borrego Springs CA 92004

Any public record provided to a majority of the Board of Directors less than 72 hours prior to the meeting, regarding any item on the open session portion of this agenda, is available for public inspection during normal business hours at the Office of the Board Secretary, located at 806 Palm Canyon Drive, Borrego Springs CA 92004.

The Borrego Springs Water District complies with the Americans with Disabilities Act. Persons with special needs should call Geoff Poole – Board Secretary at (760) 767 – 5806 at least 48 hours in advance of the start of this meeting, in order to enable the District to make reasonable arrangements to ensure accessibility.

If you challenge any action of the Board of Directors in court, you may be limited to raising only those issues you or someone else raised at the public hearing, or in written correspondence delivered to the Board of Directors (c/o the Board Secretary) at, or prior to, the public hearing.

B. WATER AND WASTEWATER OPERATIONS REPORT (42)

1. December 2019

C. WATER PRODUCTION / USE RECORDS (44)

1. December 2019

D. GENERAL MANAGER REPORT: STATUS UPDATE AND VERBAL DISCUSSION OF: (46-48)

1. BS Basin Ground Water & Water Quality Monitoring Program (+ well abandonment) – Petersen/Jones
2. Grants Update – Rick Alexander
3. Updated Borrego Springs Sub Basin Well List – M Panchal
4. SB 929 Website Revisions
5. Risk Management Policy
6. US Gypsum Acquisition of Viking Ranch
7. Projected Bond Financed Project Expenditures Jan 2020 thru Jul 2022
8. Finance Officer Advertising
9. Materials Distributed at January 14th meeting.
 - a. WM Board Candidate Questions (See Item II.B)

V. **CLOSED SESSION:**

- A. Conference with Legal Counsel - Significant exposure to litigation pursuant to paragraph (3) of subdivision (d) of Section 54956.9: (Three (3) potential cases)

VI. **CLOSING PROCEDURE:** The next Board Meeting is scheduled for February 11, 2020 at Borrego Water District, 806 Palm Canyon Drive, Borrego Springs, CA 92004

AGENDA: January 28, 2020

All Documents for public review on file with the District's secretary located at 806 Palm Canyon Drive, Borrego Springs CA 92004

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Borrego Water District Board of Directors
MINUTES
Regular Meeting
December 17, 2019 @ 9:00 a.m.
806 Palm Canyon Drive
Borrego Springs, CA 92004

I. OPENING PROCEDURES

- A. Call to Order: President Dice called the meeting to order at 9:00 a.m.
- B. Pledge of Allegiance: Those present stood for the Pledge of Allegiance.
- C. Roll Call: Directors: Present: President Dice, Vice President Brecht, Secretary/Treasurer Duncan, Delahay, Johnson

Staff: Geoff Poole, General Manager
 Wendy Quinn, Recording Secretary

Public: Shannon Smith, Rams Hill
 Cathy Milkey, Rams Hill
 Harry Turner, Rams Hill
 Mike Zizzi, Leaf and Cole Auditors (via teleconference, Item II.A only)

- D. Approval of Agenda: *MSC: Brecht/Johnson approving the Agenda as written.*

- E. Approval of Minutes:

- 1. November 12, 2019 Board Meeting
- 2. November 20, 2019 Board Meeting

MSC: Brecht/Delahay approving the Minutes of the Regular Meeting of November 12, 2019 and the Special Meeting of November 20, 2019 as written.

- F. Comments from the Public and Requests for Future Agenda Items: None

- G. Comments from Directors: None

- H. Correspondence Received from the Public: See Item II.B

II. ITEMS FOR BOARD CONSIDERATION AND POSSIBLE ACTION

A. Presentation and Acceptance of 2018-2019 Audited Financial Statements: Mike Zizzi reviewed the Independent Auditor’s Report and Cash Flow Statement. A Management Letter was also included with the Statement. The Independent Auditor’s Report included information on management’s responsibility for the Financial Statements, the Auditor’s responsibility, his opinion, and required supplementary information. The Statement of Cash Flow indicated a year-end balance of \$9,795,605, a net increase of \$5,123,490. Investment income was \$84,856. The District paid \$404,955 in interest on long-term debt, and incurred new debt of \$8,743,535 as a contribution to refunding. Cash flows from capital and related financing activities were -\$1,297,661, and net cash flow provided by operating activities was \$1,656,728. Mr. Zizzi said he would add the new installment agreement date to the draft Statements in the Board package, and that would be the only change.

B. Overview of 30-day Stipulated Agreement Public Review Period: Geoff Poole reported that he met with President Dice and Director Johnson to discuss the Stipulated Agreement public review process. They scheduled three weekly meetings, the last one to be held tonight. At the first meeting they answered initial questions, and then Steve Anderson made a presentation at the second meeting along with President Dice, Directors Duncan and Johnson and Esmeralda Garcia for translation. Tonight will be mostly answering questions and help with submitting comments. Director Johnson noted that there had been a lot of questioning about the selection of the community representative on the WaterMaster Board, and suggested discussing that tonight. Mr. Poole agreed.

Mr. Poole reported he had received four comments to date, included in the Board package. Borrego Springs Unified School District requested a non-reducible 22 afy allocation for the Elementary School. Bob Manthei had concerns regarding property rights, BWD's role as plaintiff in the Stipulated Judgment lawsuit, and exposure to litigation. He also felt diminimis wells should be allowed, and that water policy should be determined by the State and federal governments, not BWD and the other pumpers. Gary Haldeman recommended that BWD select the community representative on the WaterMaster Board. Rebecca Falk was concerned about the timing to select the community representative, and felt that representative should have a budget. She also recommended that all diminimis pumpers be notified of the potential impacts of the Stipulated Judgment. The comment period will close at 4:00 p.m. on Friday, December 20.

Mr. Poole explained that a decision has to be made as to which of the comments should be discussed with the other pumpers. The Board agreed to schedule a Board meeting on December 20 at 4:00 p.m. to discuss it.

C. Acceptance of Plans/Specifications/Bid Documents & Authorization to Bid De Anza Drive, Yaqui Road and Fairway Lane: Mr. Poole requested authorization to bid the Phase 2 pipeline project. Legal counsel had reviewed the bid documents. ***MSC: Brecht/Delahay approving the Plans and Specifications and authorizing the Phase 2 pipeline project to go out to bid.*** Mr. Poole will bring the bid results to the Board at its first meeting in February. The project is expected to take approximately four months.

D. Policy for Periodic Cyber Security Assessments: Mr. Poole reported that the District had recently retained an independent cyber security consultant, Cylance, who tested the system in November. They made some minor recommendations, which have been incorporated. The proposal is for these assessments to continue quarterly, along with those by Travis Parker, another consultant. The cost is \$13,000 per year. ***MSC: Brecht/Delahay adding the following paragraph to the District's Cyber Policy: "On a quarterly basis, 3rd party, independent Consultants shall be used to evaluate BWD's cyber security systems through an External Vulnerability Scan, External Pen Test and Internal Vulnerability Scan."***

E. Indirect Costs Policy: Mr. Poole reported that the Air Quality Monitoring program would continue for the next year with UCI and Charles Zender. The cost estimate was \$67,940, but if the District adopts a policy akin to UCI's of paying only direct costs, it would be reduced to \$45,000. Upon adoption, the policy would be posted on the BWD website. Director Johnson pointed out a typographical error in the last word on page 1 of the proposed policy, which should be "universities." Cathy Milkey noted that the last sentence under "Other Funding" should refer to public service, rather than charitable purpose; and that the reference to the Endowment Fund should be changed to BWD. ***MSC: Brecht/Delahay approving the Indirect Cost Policy, as amended, for use with University of California consulting projects.***

F. University of California, Irvine: Air Quality Monitoring Agreement: Mr. Poole requested Board approval of the agreement with UCI for air quality monitoring. Director Brecht asked that David Garmon be requested to put something in writing stating the BVED would contribute half the cost. ***MSC: Johnson/Delahay approving the agreement with the University of California, Irvine for air quality monitoring, subject to assurance that the Borrego Valley Endowment Fund will contribute half the cost.***

G. LAFCO Special Districts Advisory Committee Election: Mr. Poole invited the Board's attention to the list of candidates in the Board package for the LAFCO Special Districts Advisory Committee. Voting districts may select eight. Former BWD Director Harry Ehrlich recommends Michael Sims, Jack Bebee, Robert Thomas, Albert Lau, Thomas Kennedy, Courtney Provo, Kimberly Thorner and Mark Robak. The Board concurred. President Dice will fill in the ballot and mail it.

III. STANDING AND AD-HOC BOARD COMMITTEE REPORTS

A. STANDING:

1. Operations and Infrastructure. Mr. Poole reported that the Committee met to discuss the Plans and Specifications for the Phase 2 pipeline project approved today. They also discussed alternative sites to replace the Twin Tanks and the Indian Head Tank. A good potential site was identified, and discussions with the property owner are taking place. Director Brecht requested a one-page summary of all bond projects for 2019 and 2020, and for 2020, include it in the audit transmittal letter. Mr. Poole stated it was included in his General Manager's report.

B. AD-HOC:

1. SGMA Compliance. No report.
2. Risk. No report.
3. Grant Funding. No report.
4. Association of California Water Agencies/Joint Powers Authority.

President Dice reported she attended a recent ACWA meeting, including a separate Region 10 meeting, of which BWD is a part. Information regarding the Brown Act was provided, there was a presentation by the State Secretary of Agriculture, and discussion of PFAs, a concern when water is transferred. The next meeting is in Monterey in May.

5. Organizational Staffing. No report.
6. Prop 218 Preparation. No report.
7. Air Quality Monitoring. No report.

IV. STAFF REPORT

A. Financial Reports:

October 2019

The financial reports were included in the Board package.

The November financial reports were deferred to the January Regular Board

Meeting.

B. Water and Wastewater Operations Report:

October 2019

November 2019

The water and wastewater operations reports were included in the Board package.

C. Water Production/Use Records:

October 2019

November 2019

The water production/use records were included in the Board package.

D. General Manager Report: Status Update and Verbal Discussion:

a. BS Basin Groundwater Monitoring & Water Quality Monitoring Program (including well abandonment). Mr. Poole reported he was continuing to work with Jay Jones on the groundwater and water quality monitoring program. They are working to update the list of wells and combine Dudek's information with the County's, with Meet Panchal's help, and hope to have a complete list next month. At Supervisor Desmond's recent community meeting, Director Duncan reported on well abandonment. He and Mr. Poole, Jim Bennett and a representative of the Department of Environmental Health discussed it later, and the DEH rep said oversight was not in their purview and they lacked adequate staff. Director Johnson noted that SB 252 authorizes the County to provide information to the GSA or a water agency regarding the permitting process. Mr. Poole added that the County had agreed that BWD will be notified of anything related to a well permit. A statement has also been added to the application form that says any well pumping more than 2 afy must comply with SGMA. If there are violations in well abandonment procedures, the County wants to be notified.

b. RH agreement for Spare Capacity. Mr. Poole reported that BWD is continuing to provide water to Rams Hill in accordance with their agreement.

c. RH Flood Control Facilities. Mr. Poole reported that the facilities have been inspected. He will bring a recommendation on future frequency to the Board at its next meeting.

d. CIP Schedule Update. Mr. Poole invited the Board's attention to the CIP schedule in the Board package. Replacement Well 1 is nearing completion, and site acquisition for Well 2 is underway and hopefully will be finalized by February 21. The first pipeline phase is complete, and the second was approved today and should be completed in May. Pipeline for four wells has been completed. Fire hydrant replacement has begun. Mr. Poole explained that there is an up-hill sewer line in the triangle area near La Casa Del Zorro which needs to be replaced to alleviate odors. It is in the design phase.

e. Projected Bond Financed Project Expenditures Jan. 2020 thru July 2022. Mr. Poole presented charts showing planned expenditures for well replacements, pipelines, fire hydrants and sewer improvements. \$2.24 million in bond proceeds has been spent and \$3 million remains. There should be money left over in the sewer portion due to the good results on the Club Circle inspection, so staff will make some recommendations on how to spend that, as well as the \$300,000 saved on Replacement Well 1.

V. CLOSED SESSION

A. Conference with Legal Counsel – Significant exposure to litigation pursuant to Government Code paragraph (3) of subdivision (d) of Section 54956.9 (Three (3) potential cases):

B. Performance Evaluation of General Manager: GM Performance Review – Conference for Public Employee Performance Evaluation – Title: General Manager Employee Performance Review – pursuant to subdivision (d)(4) of Government Code section 54957:

The Board adjourned to closed session at 10:40 a.m., and the open session reconvened at 11:40 a.m. There was no reportable action.

II. ITEMS FOR BOARD CONSIDERATION AND POSSIBLE ACTION – CONT.

H. General Manager Compensation: Continued to the next business meeting.

VI. CLOSING PROCEDURE

A. Suggested Items for Next/Future Agenda: Items for the next Agenda were discussed previously.

B. The next Board Meeting is scheduled for January 14, 2020. 2019. A Special Board Meeting is tentatively scheduled for January 7, 2020, for consideration of the Stipulated Agreement. There being no further business, the Board adjourned at 11:40 a.m.

BORREGO WATER DISTRICT
BOARD OF DIRECTORS MEETING
JANUARY 28, 2020
AGENDA ITEM II.A

January 23, 2020

TO: Board of Directors

FROM: Geoffrey Poole, General Manager

SUBJECT: Borrego Water District Wand Community Watermaster Board Representative
Responsibilities/Term – Core Team

RECOMMENDED ACTION:

Discuss and direct staff as deemed appropriate

ITEM EXPLANATION:

BWD has recently selected its Representative and Alternate for its seat on the Watermaster Board (Duncan/Dice). Attached is a first draft of an outline of the responsibilities and related topics for the Board to discuss, consider and possibly adopt

NEXT STEPS

TBD

FISCAL IMPACT

N/A

ATTACHMENTS

1 Summary of Responsibilities/Term

Passed January ____, 2020

This Policy outlines the procedures for selection and obligations for those individuals representing the Borrego Water District (BWD) and the Borrego Springs Community (Community Rep) on the Borrego Springs Subbasin (Subbasin) Watermaster Board (WM Board).

1. Application of Policy

This Policy governs the procedures for the BWD Board to appoint a Representative and Alternate (Rep) from the BWD, and the Community Rep to the WM Board and sets forth the obligations of these appointments to the WM Board.

2. Appointments by the BWD Board of Directors (BWD Board)

Appointments will be made in compliance with the Stipulated Judgement as described in Exhibit A hereto, as may be amended from time to time.

3. Term of Service

Term of service is indefinite for the BWD and Community Rep. If the Rep wishes to resign for any reason, when possible, the BWD Board requests a 90-day notice or if the Rep is unable to continue service for any reason, the BWD Board, in consultation with the Community Nominating Committee if this involves a Community Rep, will make a determination whether it is timely to appoint a new Rep to the WM Board under the procedures as described in Exhibit A.

4. Compensation and Termination of Service

The BWD Appointee shall be governed under Water Code, sections 34709 to 34710, authorizing the BWD Board to appoint "deputies" (like agents or delegates) at the pleasure of the board and at compensation set by the board.

5. Obligations

The appointee shall attend WM Board meetings in person if possible, abide by WM Rules and Procedures, and if unable attend a meeting arranges for his/her alternate to attend the WM meeting. The appointee shall also keep the BWD Board, if the BWD rep, and the Nominating Community Organizations, if the Community Rep, fully apprised of important decisions and actions by the WM Board, potential, pending, and taken for further discussion and direction by their constituencies.

6. Technical Support

The BWD agrees to share the results of its Technical Advisory Committee (TAC) representatives with the Community Rep, as may be deemed helpful, for WM Board decision-making.

Exhibit A

B. Watermaster Board

Composition and Selection.

The Watermaster Board will be comprised of five members, with each member having one vote, as follows: one representative and one alternate selected by BWD; one representative and one alternate selected by the County; one representative of the agricultural sector Parties and one alternate selected by the San Diego County Farm Bureau; one representative and one alternate selected by the recreational sector Parties; one public/community representative and one alternate. The Parties within the recreational sector and the process for selecting the recreational and public/community representatives are specified in Exhibit "7." Any Watermaster Board member or alternate may be removed by the Court for cause. Any vacancy on the Watermaster Board shall be filled by the same procedure used in the appointment of the vacant seat.

Exhibit "7"

Process for Selecting Watermaster Public/Community Representative

Current representatives on the GSP Advisory Committee, as of June 1, 2019, representing BWD Ratepayers, Borrego Springs Community Sponsor Group, Anza-Borrego Desert State Park, and Borrego Valley Stewardship Council shall nominate a minimum of two candidates and preferably three candidates, and the Borrego Unified School District shall nominate one candidate, to serve as the potential public/community representative for the Watermaster. The public representative will be at a minimum (i) a full-time resident of Borrego Springs for at least nine months of the year, (ii) a Borrego voter living on real property overlying the Subbasin, (iii) a community member as opposed to a government agency employee, and (iv) familiar with

If, for any reason, one of the selecting organizations cease to exist, the other selecting organizations described herein may ask another public entity with community-wide planning interests to participate in the selection of the slate of candidates.

If for any reason the selection of a slate of candidates or the selection of a public representative as described above cannot be made, the Court shall appoint a full-time resident of Borrego Springs for at least nine months of the year who is also a voter living on real property overlying the Subbasin to represent the public on the Board. However, in no circumstance shall this appointed member be a current member of the BWD Board or BWD staff.

BORREGO WATER DISTRICT
BOARD OF DIRECTORS MEETING
JANUARY 28, 2020
AGENDA ITEM II.B

January 23, 2020

TO: Board of Directors
FROM: Geoffrey Poole, General Manager
SUBJECT: Watermaster Community Representative Public Forum – G Poole

RECOMMENDED ACTION:
Receive update on Public Forum

ITEM EXPLANATION:

To select the Community Member of the Watermaster Board, a Public Forum is being planned for February 4th at 5:30 in the BS Library to select the Representative and Alternate. A member of the Community has one of the five seats on the Watermaster Board. A Nominating Committee comprised of GSP Advisory Committee Representatives from BWD, State Parks, Sponsor Group and Stewardship Council met and concluded with the slate of Mark Jorgensen/Bri Fordem and Rebecca Falk. The School District provided one nominee and that is Martha Deichler. One recent change is Bri Fordem withdrew her name from consideration. The attached information provides more details about the event.

NEXT STEPS

Discuss Agenda and Make Changes if needed.

FISCAL IMPACT

N/A

ATTACHMENTS

1. Agenda and Questions to be Provided at the Forum

**COMMUNITY REPRESENTATIVE TO WATERMASTER BOARD
PUBLIC FORUM - February 4th 2020 @ 5:30 PM – Borrego Springs Library**

INTRODUCTION

A Public Forum is scheduled for February 4, 2020 to consider candidates for the Borrego Springs Sub Basin WaterMaster Board (MWB) Community Representative. One outcome of the proposed Stipulated Judgment between Basin pumpers is the creation of a WMB including BWD, Agricultural Pumper, Recreational Pumper, County of SD (invited) and The Community. As of this date of publication (1-16-20), only BWD has officially elected its WMB representatives with Dave Duncan and Kathy Dice as the Alternate.

LIST OF NOMINEES

Nominees for The Community position were generated by the GroundWater Sustainability Plan Advisory Committee (AC) members Falk, Garmon (Appointed), Haldeman and Moran. The BS Union School District Board also provided a nominee. The initial slate of nominees was:

AC: Mark Jorgenson REP. Rebecca Falk and Bri Fordem (withdrew on 1-16)

BSUSD: Martha Deichler REP (No alternate proposed)

AGENDA FOR FEBRUARY 4th

The Borrego Water District is planning to make the appointment from the aforementioned slate at the Public Forum on February 4th after providing the candidates an opportunity to share their responses to the written questions below as well as Q and A from attendees including other WMBs. The nominees will present themselves for questions from the BWD Board, members of the interim Watermaster (WM) Board and the public as follows:

1. Call Meeting to Order/Roll Call/Pledge of Allegiance
2. President Dice moderates and asks initial BWD Board Questions
3. Questions from WM Board members
4. Questions from public
5. Any further questions from BWD board members
6. BWD deliberates and appoints
7. Adjourn

REQUESTED INFORMATION FROM NOMINEES

BWD requests a short bio from each Candidate that it can publish in its Board package for this meeting no later than 1-28-20.

The BWD Board, as part of its appointment process plans to ask you, at a minimum, the following questions:

WMB COMMUNITY BOARD MEMBER QUESTIONS

1. Why are you willing to serve?

At your pleasure, as well as motivation, this question offers you the opportunity to describe what expertise, and events in your past personal, professional and volunteer history that may illustrate your willingness and ability to work collaboratively with the other WM Board members and think critically, as well as speak up and be heard in discussions where the issues on the table may involve differing interpretations of the data by technical experts.

2. What struck you as one of the most potentially important future issues for the Borrego community when you read the stipulation documents, including the Groundwater Management Plan (GMP)?

At your pleasure, this question offers you the opportunity to discuss your understanding of what important issues may come up at the WM Board that may impact the future economic, social and environmental viability of the Borrego community.

3. The WM Board will operate under California's Open Meetings Act (Brown Act). The intent of the Act is to make certain that deliberations regarding WM Board decision-making are done in the open at public meetings. That is, coordination and collusion among Board members between meetings is prohibited. And, if such activity occurs, any resulting decisions by the Board are nullified. This, of course, does not prohibit a Board member from extensive interactions with and discussions of potential Board decisions with a Board member's constituents. The prohibition is for a WM Board Member to speak to 2 or more other MW Board members, either directly or indirectly. Are you willing to abide by California's Open Meeting Act (Brown Act) during your tenure on the WM Board?

BORREGO WATER DISTRICT
BOARD OF DIRECTORS MEETING
JANUARY 28, 2019
AGENDA ITEM II.C

January 23, 2020

TO: Board of Directors
FROM: Geoffrey Poole, General Manager
SUBJECT: SB 998 Delinquent Payments Policy – G Poole

RECOMMENDED ACTION:
Adopt Delinquent Payment Policy

ITEM EXPLANATION:

SB 998 was enacted by the Legislature and contained new requirements as it pertains to the timelines and processes for delinquent payments. BWD staff (Diana) in consultation with Legal Counsel and other water agencies has developed the attached Policy. Historically, BWD did not have a Board Policy although some of these topics are covered in BWDs Administrative Code, which is currently under review.

Once the policy is adopted, it must be posted on the District's website and be made available in all of the following languages: English, Spanish, Chinese, Tagalog, Vietnamese, Korean, and any other language spoken by 10% or more of the customers in the District's service area. (Health & Safety Code § 116906.) Also, when the District delivers a customer the final Red Tag notice, it must leave a copy of the policy with the Red Tag notice. (Health & Safety Code § 116908(a)(2).) Finally, under SB 998, all written notices mailed or delivered to residential customers and occupants are required to be provided in all six (6) languages mentioned above. (Health & Safety Code § 116922.) Many agencies are complying with this requirement by having the notice written in English on the front of the document, and having smaller, translated versions of the notice language on the back.

NEXT STEPS

Post on BWD Website

FISCAL IMPACT

TBD

ATTACHMENTS

1. Draft Delinquent Payment Policy

BORREGO WATER DISTRICT
POLICY STATEMENT

SUBJECT: Discontinuation of Water Service for Nonpayment
NO: 2020-01-01
ADOPTED:

PURPOSE

On September 28, 2018, the State of California passed Senate Bill 998, the Water Shutoff Protection Act, which changes the requirements and procedures relative to the discontinuation of residential water service for non-payment beginning February 1, 2020.

SB 998 requires the Water District to have a written policy on the discontinuation of residential water service for non-payment. This policy must be available on the District's website and the policy must be available in English, Spanish, Chinese, Tagalog, Vietnamese, Korean, and any other language spoken by at least 10% of the people residing in the District.

In the event that a water bill becomes delinquent, the District will apply the following Discontinuation of Water Service for Nonpayment Policy (Policy). Discontinuation of water service for nonpayment is considered the final phase of the collection procedure and will be instituted only after sufficient notification, and when all other reasonable alternatives have been exhausted.

Except as specifically stated herein, this Policy applies to all District water service users.

POLICY

All District users pay a monthly bill which will become delinquent on the business day following the due date. All bills for water service are due and payable upon date of presentation and will become past due and delinquent if not paid within 20 days of mailing.

A late fee set from time to time by the Board and published in the Schedule of Rates will be added to the next bill for any account not paid by that time.

Water service may be discontinued if the current water bill or alternative payment arrangement is delinquent for at least 60 days.

For questions or assistance regarding a water bill, or to discuss options to avoid discontinuation of service, Customer Service staff can be reached at (760) 767-5806.

First Notice – 30 Days After Bill Date

The past due amount and fee is displayed on the next bill under the Bill Summary.

Delinquent Letter Notice of Past Due – 60 Days After Bill Date

After 60 days from the bill date, a Notice of Past Due / termination notice is mailed to the mailing address designated on the account. If the mailing address and the address of the property to which water service is provided are different, a second notice will be mailed or posted to the service address and addressed to "Occupant."

The District assumes no responsibility for contact information that has not been kept up-to-date by the customer.

Payment must be made by the date stated in the notice to avoid discontinuation

Telephonic Notice – 60 to 70 Days After Bill Date

The District will make a reasonable, good faith effort to contact the customer of record or an adult person living with the customer by telephone at least seven (7) business days before discontinuation of service. If unable to make contact via telephone, the District shall make a good faith effort to visit the residence and leave notice of discontinuation.

Termination of Service – Red Tag – 70 days After Bill Date

If there is no response within 10 days of mailing the Notice of Past Due, the District will post a final notice of intent to discontinue service, “Red Tag” and a copy of this Policy, in a prominent and conspicuous location at the property, or if there is not structure, sent by registered mail to the billing address and the account will be charged a fee determined by the Board from time to time. The District may discontinue service if payment is not received within 10 calendar days from the posting of the Red Tag.

If service is billed to a tenant, the property owner will be notified if service is discontinued for non-payment.

Tenants /Occupants in an Individually Metered Residence

In the event of a property owner becoming delinquent in paying on a water account occupied by a separate residential tenant occupant on a subject account, the District will provide written notice. “Red Tag” to tenant occupants at least 10 days prior to termination.

The District will advise the tenant/occupant that they have the right to become customers, to whom the service will then be billed, without the requirement to pay any amount which may be due on the delinquent account upon verification that the delinquent account customer of record is or was the landlord, manager, or agent of the dwelling. Verification may include, but is not limited to, a lease or rental agreement, rent receipts, a government document indicating the occupant is renting the property. In the event of a tenant becoming a customer, all past due amounts including penalties and other charges incurred while the account was under the landlord will remain due and payable by the landlord or record until the entire debt amount has been collected.

Tenants /Occupants in a Multi-Unit Complex Served Through a Master Meter

The District will make a reasonably good faith effort to inform the occupants, by means of written notice, “Red Tag”, hung on the door of each residence, when the account is in arrears and subject to discontinuation at least 10 days before the water service is shut off. If providing notice to each unit is impracticable or infeasible, the District will post copies of the notice in each accessible common area and at each point of access to the structure or structures, or will make some other good faith, reasonable effort to provide written notice to the occupants. The District will advise the tenant/occupant that they have the right to become customers of the District, to whom the service will then be billed, without being required to pay any amount which may be due on the delinquent account as long as they are willing to assume financial responsibility for subsequent charges for water service at the address (es) served by the master meter. If one or more of the occupants are willing and able to assume responsibility for the subsequent charges for water service to the satisfaction of the District, or if there is physical means, legally available to the District of selectively terminating service to those occupants who have not met the requirements for service, the District will make service available to the occupants who have met those requirements.

To be eligible to become a customer without paying the amount due on the delinquent account, the District will require the occupant who becomes the customer to verify that the delinquent account customer of record is or was the landlord, manager, or agent of the dwelling. Verification may include, but is not limited to, a lease or rental agreement, rent receipts, a government document indicating the occupant is renting the property.

Conditions to Avoid Discontinuation of Service

The District shall not terminate residential service for nonpayment of a water bill if **ALL** of the following conditions are met:

1. **Medical:** The customer, or tenant of the customer, submits to the District the certification of a primary care provider, as defined in subparagraph (A) of paragraph (1) of subdivision (b) of Section 14088 of the Welfare and Institutions Code, that discontinuation of residential service will be life threatening to, or pose a serious threat to the health and safety of, a resident of the premises where residential service is provided.
2. **Financial:** The customer demonstrates that he or she is financially unable to pay for residential service within the district's normal billing cycle. The customer shall be deemed financially unable to pay for residential service within the District if any member of the customer's household is a current recipient of an assistance program (CalWORKs, CalFresh, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children), or the customer declares that the household's annual income is less than 200 percent of the federal poverty level.
3. **Repayment Program:** The customer is willing to enter into a payment arrangement with respect to the past-due charges.

Customers meeting above requirements may provide the District with appropriate documentation to demonstrate specified medical and economic hardship and enter into a payment arrangement. The Customer will be required to demonstrate eligibility for medical and financial hardship on an annual basis.

The District will offer the customer one of the following payment arrangements:

- Amortization of the unpaid balance
- Participation in an alternative payment schedule
- A partial or full reduction of the unpaid balance financed without additional charges to other ratepayers
- Temporary deferral of payment

The District has the right to choose which of the payment arrangements the customer undertakes and may set the parameters of the payment arrangement. If a customer who has been granted a payment arrangement fails, for 60 days or more, to comply with the payment arrangement or to pay current charges for water service while the payment arrangement is in place, the District may discontinue water service. The District will post a final notice of intent to discontinue service in a prominent and conspicuous location at the service address at least five (5) business days before discontinuation of service. The final notice will not entitle the customer to any investigation or review by the District.

Waiver of Late Fee

At the request of the customer, the District will waive the late fee if there are extenuating circumstances and the customer has been assessed a late fee for delinquent payment no more than once in the proceeding twelve months.

Alternative Payment Arrangements

Any customer who is unable to pay for water service within the normal payment period may request an alternative payment arrangement within 13 days after mailing of the Notice of Past Due which will be reviewed by the General Manager of the District who will consider whether the customer shall be permitted to amortize the unpaid balance over a reasonable period of time not to exceed 12 months for the original date of the bill.

The district shall not discontinue water service for non-payment if a customer has requested and entered into an alternative payment arrangement. Payment arrangements that extend into the next billing period are considered an amortization plan, which must be in writing and signed by the customer. A down payment of 20 percent of the customer's outstanding balance will be due at the time of signing. The amortized payments will be combined with, and subject to the due date of, the customer's regular bill. The customer must comply with the terms of the amortization plan and remain current as charges accrue in each subsequent billing period. The customer may not request further amortization of any subsequent unpaid charges while paying delinquent charges pursuant to an amortization plan. District decisions regarding extensions and other alternative payment arrangements are final and are not subject to appeal to the District's Board of Directors.

The District may discontinue water service if a customer who has entered into a payment arrangement either: (1) fails to comply with the payment arrangement for 60 days or more; or (2) fails to pay his or her current residential service charges for 60 days or more. The District will post a final notice of intent to discontinue service in a prominent and conspicuous location at the service address at least five (5) business days before discontinuation of service. The final notice will not entitle the customer to any investigation or review by the District.

Reconnection of Water Service

Customers whose water service has been discontinued may contact the District by telephone or in person regarding restoration of service. If water service has been discontinued due to the failure to pay an overdue bill, a reconnection fee of the amount specified in the Schedule of Rates and Fees will be required in addition to any past-due charges or other penalties. These fees and charges must be paid prior to reconnection.

Reconnection of Water Service for Qualified Low-Income Customers

For a customer who demonstrates to the District their household income is below 200 percent the federal poverty line, the District shall set the reconnection of service fee for reconnection during normal business hours at \$50, but not to exceed the actual cost of reconnection if it is less. For reconnection of service during nonoperational hours, the District fee will be \$150, but not to exceed the actual cost of reconnection if it is less. These reconnection fees shall be subject to an annual adjustment for changes in the Consumer Price Index.

The District will deem a residential customer to have a household income below 200 percent of the federal poverty line if: (a) any member of the household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or (b) the customer declares that the household's annual income is less than 200 percent of the federal poverty level.

Habitual Failure to Pay on Time Any account that is delinquent for two (2) consecutive months or four (4) months within a 12-month period will be required to post a deposit equal to two (2) months average bill for that account but not less than \$100 in order to continue or re-establish service.

Dispute and Appeal of Bills

A customer may dispute the amount of a water bill within five (5) days of receiving the bill by contacting the District by telephone or in writing. A timely dispute will be reviewed by a manager of the District, who shall provide a written determination to the customer. The review will include consideration of whether the customer may receive an alternative payment arrangement as described in this Policy. The District may review untimely disputes, but such disputes are not subject to appeal.

If a customer disagrees with the District's written determination, the customer may request that the Board consider their appeal. The appeal must be filed in writing within 10 days of mailing of the District's determination and must state the basis for the request. It will be set for hearing when staff has had time to prepare a response. The District will mail the customer written notice of the time and place of the Board meeting at least 10 days before the meeting. While the matter is being considered, the customer must keep the bill current to avoid penalties. Any correction of the bill will result in a refund of any over-payment. The decision of the Board is final.

The District will not discontinue residential water service for nonpayment while timely dispute or appeal is pending.

Reporting

The District shall report the number of annual discontinuations of residential service for the inability to pay on the District's website and to the Board.

Discontinuation of Service for Reasons Other Than Nonpayment

The District reserves the right to discontinue water service for violations of District ordinances, rules, or regulations other than nonpayment.

BORREGO WATER DISTRICT
BOARD OF DIRECTORS MEETING
JANUARY 28, 2020
AGENDA ITEM II.D

January 23, 2020

TO: Board of Directors
FROM: Geoffrey Poole, General Manager
SUBJECT: San Diego County Land Code Development Update - L Brecht

RECOMMENDED ACTION:

Discuss and direct staff as deemed appropriate

ITEM EXPLANATION:

Director Brecht requested this item be placed on the Agenda. The Sponsor Group will soon be discussing Land Code Development, which is briefly described in the following agenda.

COUNTY OF SAN DIEGO, BORREGO SPRINGS COMMUNITY SPONSOR GROUP

*****MEETING AGENDA*****

Thursday, February 6, 2020 4:30 p.m.

Borrego Springs Library Community Room, 2850 Country Club Rd, Borrego Springs, CA

THE PUBLIC IS ALWAYS WELCOME TO OUR MEETINGS

WE REPRESENT YOU WHEN ADVISING THE COUNTY OF SAN DIEGO ON LAND USE ISSUES

- A. CALL TO ORDER/ROLL CALL
- B. APPROVAL OF THE MINUTES FOR THE MEETING OF January 2, 2020
- C. PUBLIC COMMUNICATION: Opportunity for members of the public to speak to the Group on any subject matter within the Group's jurisdiction that is not on the posted agenda.
- D. ACTION ITEMS:
 - 1. Land Code Development Update Presentation by Nancy Bragado, a Planner/Contractor with engineering firm AECOM, handling planning and public outreach for San Diego County on the Update. They will be seeking our input on what types of development we want to see in our community, consistent with the General Plan, and providing background information on how zoning affects community development. Some background information can be found at: <https://www.sandiegocounty.gov/content/sdc/pds/advance/ldc.html>
 - 2. Presentation on the "B" Zoning Designator on commercial parcels, which determines whether building on a given commercial lot must have input from the community. Presenter: County Staffperson from Advanced Planning

NEXT STEPS

TBD

FISCAL IMPACT

TBD

ATTACHMENTS

1. None

BORREGO WATER DISTRICT
BOARD OF DIRECTORS MEETING
JANUARY 28, 2020
AGENDA ITEM ILE

January 23, 2020

TO: Board of Directors

FROM: Geoffrey Poole, General Manager

SUBJECT: Update on Status of Settlement Agreement/Stipulated Judgment – VERBAL, S Anderson

RECOMMENDED ACTION:

Receive Verbal Update, if needed

ITEM EXPLANATION:

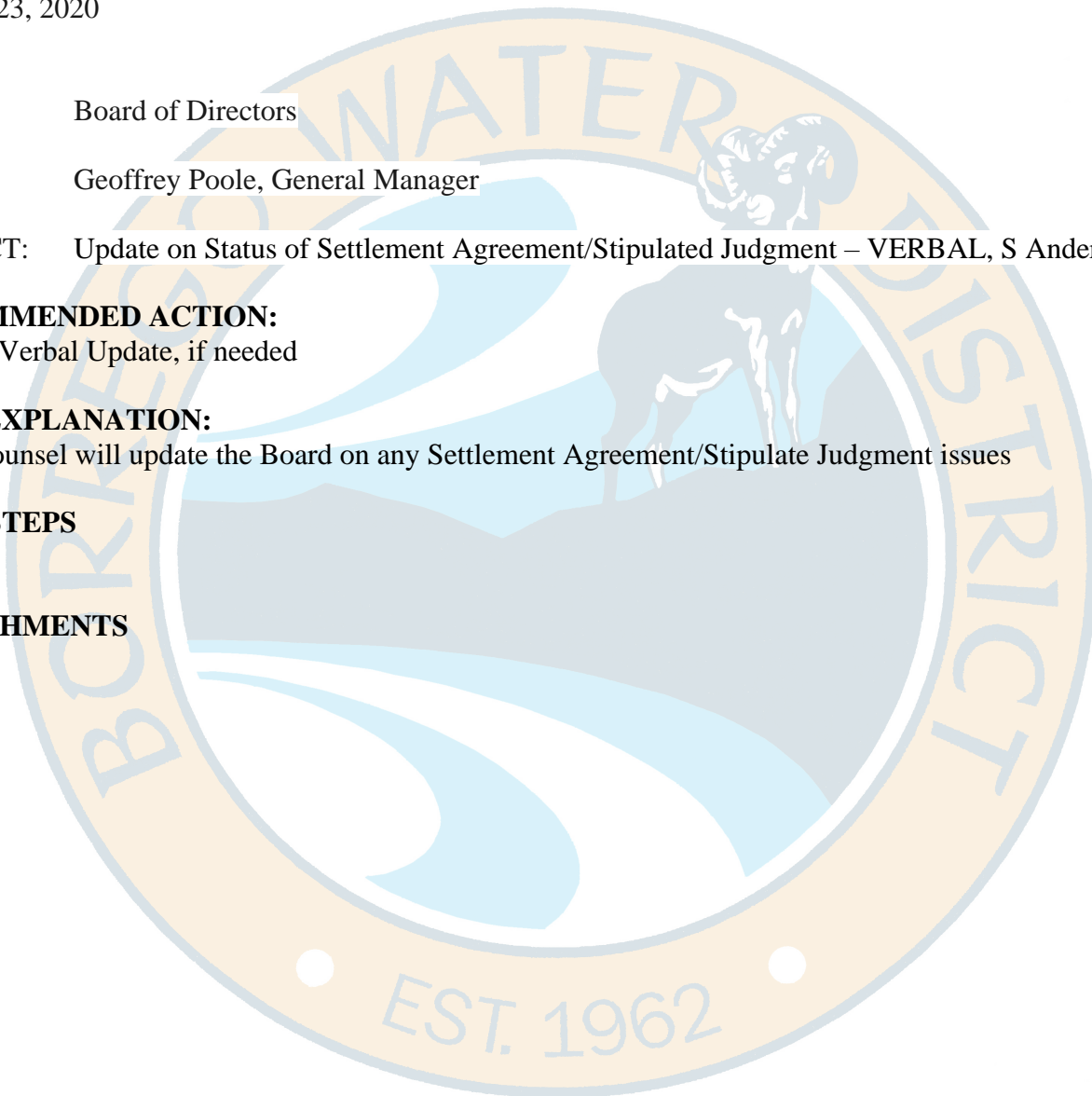
Legal Counsel will update the Board on any Settlement Agreement/Stipulate Judgment issues

NEXT STEPS

TBD

ATTACHMENTS

1. None



IV.A

FINANACIALS

REPORT

November 2019
December 2019



	C	AD	AE	AF	AG	AH	AI
2	BWD	6/11/2019					
3	CASH FLOW	ADOPTED	Actual	Projected		Actual	Actual YTD
4	2019-2020	BUDGET	November	November	Difference	YTD	and Projected
5		<u>2019-2020</u>	<u>2019</u>	<u>2019</u>	<u>Explanations</u>	<u>2019-2020</u>	<u>2019-2020</u>
6							
7	REVENUE	>3%					
8	WATER REVENUE						
9	Residential Water Sales	866,507	77,936	69,151		440,008	839,035
10	Commercial Water Sales	445,791	42,308	42,874		237,968	458,689
11	Irrigation Water Sales	203,358	28,774	23,066		122,058	212,931
12	GWM Surcharge	173,911	16,657	14,780		89,142	173,258
13	Water Sales Power Portion	465,462	45,718	40,562		244,861	477,419
14	TOTAL WATER COMMODITY REVENUE:	2,155,031	211,393	190,433		1,134,037	2,161,333
15		>5%					
16	Readiness Water Charge	1,210,230	101,292	101,280		499,675	1,208,635
17	Meter Install/Connect/Reconnect Fees	1,725	-	-		340	1,385
18	Backflow Testing/installation	5,100	-	-		150	5,250
19	Bulk Water Sales	2,440	1,561	200		3,552	4,992
20	Penalty & Interest Water Collection	48,000	-	4,000		25,189	53,189
21	TOTAL WATER REVENUE:	3,422,526	314,246	295,913		1,662,943	3,434,784
22							
23	PROPERTY ASSESSMENTS/AVAILABILITY CHARGES						
24	641500 1% Property Assessments	62,300	2,330	2,625		4,540	62,005
25	641502 Property Assess wtr/swr/flid	106,212	1,480	1,873		1,856	105,819
26	641501 Water avail Standby	82,330	6,868	7,115		8,792	82,083
27	641504 ID 3 Water Standby (La Casa)	33,647	1,252	645		1,701	34,253
28	641503 Pest standby	17,865	465	473		719	17,857
29	TOTAL PROPERTY ASSES/AVAIL CHARGES:	302,353	12,395	12,731		17,607	302,018
30							
31	SEWER SERVICE CHARGES	>4%					
32	Town Center Sewer Holder fees	246,640	20,275	20,275		100,595	242,519
33	Town Center Sewer User Fees	97,194	8,305	7,962		39,853	97,991
34	Sewer user Fees	288,288	24,259	24,024		122,977	291,145
35	Penalty Interest-Sewer	-	-	-		-	-
36	Sewer Capacity Fees	-	-	-		-	-
37	TOTAL SEWER SERVICE CHARGES:	632,122	52,840	52,261		263,425	631,654
38							
39	OTHER INCOME						
43	Interest Income	96,000	4,540	4,000		28,828	71,828
44	TOTAL OTHER INCOME:	96,000	4,540	4,000		28,828	71,828
45							
46	TOTAL INCOME:	4,453,000	384,021	364,905		1,972,803	4,440,284
47							
48	CASH BASIS ADJUSTMENTS						
49	Decrease (Increase) in Accounts Receivable		31,190			22,215	22,215
50	Deposits-OW Solar Farm Deposit					28,800	28,800
51	Other Cash Basis Adjustments					(43,788)	(43,788)
52	TOTAL CASH BASIS ADJUSTMENTS:		31,190			7,227	7,227
53							
54	TOTAL OPERATING INCOME RECEIVED:	4,453,000	415,211	364,905		1,980,029	4,447,510

	C	AD	AE	AF	AG	AH	AI
2	BWD	6/11/2019					
3	CASH FLOW	ADOPTED	Actual	Projected		Actual	Actual YTD
4	2019-2020	BUDGET	November	November	Difference	YTD	and Projected
5		2019-2020	2019	2019	Explanations	2019-2020	2019-2020
56	EXPENSES						
57							
58	MAINTENANCE EXPENSE						
59	R & M Buildings & Equipment	180,000	19,850	10,000		85,877	180,000
60	R & M - WTF	180,000	4,845	18,073		26,772	180,000
61	Telemetry	10,000	-	1,412		1,377	10,000
62	Trash Removal	5,220	698	421	Trash cost increase	2,373	5,523
63	Vehicle Expense	18,000	241	1,000		7,061	18,000
64	Fuel & Oil	30,000	1,969	1,766		13,860	30,000
65	TOTAL MAINTENANCE EXPENSE:	423,220	27,603	32,672		137,321	423,524
66							
67	PROFESSIONAL SERVICES EXPENSE						
68	Tax Accounting (Taussig)	3,000	-	-		1,008	3,000
69	Administrative Services (ADP)	3,000	246	235		1,185	3,000
70	Audit Fees (Leaf & Cole)	17,000	-	-		17,000	29,885
71	Computer billing (Accela/Parker)/Cyber Security	31,000	1,138	2,000		10,159	31,000
72	Financial/Technical Consulting (Raffets rate study \$52,000)	80,000	-	9,000		10,453	80,000
73	Engineering (Dynamic/Dudek)	24,000	-	1,000		16,699	24,000
74	District Legal Services (Downey Brand/BBK)	60,000	910	6,000		8,913	60,000
75	Grant Acquisitions (TRAC)	48,000	5,151	4,500		14,548	48,000
76	Testing/lab work (Babcock Lab/Water Quality Monitoring)	24,000	1,384	2,286		6,998	24,000
77	Regulatory Permit Fees (SWRB/DEH/Dig alerts/APCD)	28,000	8,532	9,000		11,952	28,000
78	TOTAL PROFESSIONAL SERVICES EXPENSE:	318,000	17,361	34,021		98,913	330,685
79							
80	INSURANCE EXPENSE						
81	ACWA/JPIA Program insurance	60,000	-	-		62,248	62,248
82	ACWA/JPIA Workers Comp	18,000	-	-		4,301	18,000
83	TOTAL INSURANCE EXPENSE:	78,000	-	-		66,549	80,248
84							
85	DEBT EXPENSE						
86	Compass Bank Note 2018A	248,184	-	-		216,108	248,184
87	Compass Bank Note 2018B	140,755	-	-		127,423	140,755
88	Pacific Western Bank 2018 IPA	499,406	-	-		406,801	499,406
89	TOTAL DEBT EXPENSE:	888,345	-	-		750,332	888,345
90							
91	PERSONNEL EXPENSE						
92	Board Meeting Expense (board stipend/board secretary)	28,500	1,812	2,800		6,497	28,500
93	Salaries & Wages (gross)	930,000	83,855	80,000		395,887	933,855
94	Salaries & Wages offset account (board stipends/staff project salaries)	(80,000)	(9,466)	(4,500)		(56,403)	(84,966)
95	Consulting services/Contract Labor	10,000	-	800		4,625	10,000
96	Taxes on Payroll	23,700	1,568	1,426		6,439	23,700
97	Medical Insurance Benefits	212,700	16,933	17,363		100,068	216,468
98	Calpers Retirement Benefits	200,000	16,754	16,600		82,299	200,000
99	Conference/Conventions/Training/Seminars	18,000	299	2,000		4,016	18,000
100	TOTAL PERSONNEL EXPENSE:	1,342,899	111,756	116,488		543,428	1,345,558
101							
102	OFFICE EXPENSE						
103	Office Supplies	24,000	2,004	2,000		10,107	24,000
104	Office Equipment/ Rental/Maintenance Agreements	35,000	5,452	3,500		14,419	35,000
105	Postage & Freight	15,000	5	2,000		4,849	15,000
106	Taxes on Property	2,363	-	-		2,431	2,431
107	Telephone/Answering Service/Cell	20,000	1,988	1,700		7,947	20,000
108	Dues & Subscriptions (ACWA/CSDA)	23,000	175	1,306		1,627	21,869
109	Printing, Publications & Notices	2,500	-	374		56	2,500
110	Uniforms	6,500	476	450		3,324	6,500
111	OSHA Requirements/Emergency preparedness	4,000	122	250		2,707	4,000
112	TOTAL OFFICE EXPENSE:	132,363	10,222	11,580		47,467	131,300
113							
114	UTILITIES EXPENSE						
115	Pumping-Electricity	306,000	27,170	27,428		141,749	306,000
116	Office/Shop Utilities	1,500	191	125		3,627	4,502
118	TOTAL UTILITIES EXPENSE:	307,500	27,361	27,553		145,376	310,502
119							
120	GROUNDWATER MANAGEMENT EXPENSE						
121	Net SGMA GSP & Stipulation Costs	130,000	43,785	5,000		98,505	130,000
122	Misc. GWM Costs		7,658	-		76,976	76,976
123	Community Support		-	-		10,000	10,000
124	TOTAL GWM EXPENSE:	130,000	51,443	5,000		185,481	216,976
125							
126	TOTAL EXPENSES:	3,620,347	245,746	227,315		1,974,668	3,727,337
127	CASH BASIS ADJUSTMENTS						
128	Decrease (Increase) in Accounts Payable		89,516			(93,219)	(93,219)
129	Increase (Decrease) in Inventory		(2,696)			(2,243)	(2,243)
130							
131	TOTAL CASH BASIS ADJUSTMENTS:		86,820			(95,462)	(95,462)
132							
133	TOTAL OPERATING EXPENSES PAID:	3,620,347	332,566	227,315		1,879,406	3,631,875
134							
135	NET OPERATING INCOME:	832,654	82,645	137,590		100,623	815,636



TREASURER'S REPORT November, 2019

	Bank Balance	Carrying Value	Fair Value	<u>% of Portfolio</u>		Maturity	Valuation Source
				Current Actual	Rate of Interest		
Cash and Cash Equivalents:							
Demand Accounts at CVB/LAIF							
General Account/Petty Cash	\$ 3,291,780	\$ 3,232,771	\$ 3,232,771	39.45%	0.00%	N/A	CVB
Payroll Account	\$ 103,283	\$ 103,283	\$ 103,283	1.26%	0.00%	N/A	CVB
MMA (Bond Funds)	\$ 2,508,713	\$ 2,508,713	\$ 2,508,713	30.61%	2.22%	N/A	CVB
CIP Bond Funds Checking	\$ 567,546	\$ 325,240	\$ 325,240	3.97%	0.00%	N/A	CVB
LAIF	\$ 2,025,074	\$ 2,025,074	\$ 2,025,074	24.71%	2.45%	N/A	LAIF
Total Cash and Cash Equivalents	\$ 8,496,396	\$ 8,195,081	\$ 8,195,081	100.00%			
Facilities District No. 2017-1A-B							
Special Tax Bond- Rams Hill -US BANK	\$ 43,101	\$ 43,101	\$ 43,101				
Total Cash, Cash Equivalents & Investment	\$ 8,539,497	\$ 8,238,182	\$ 8,238,182				

Cash and investments conform to the District's Investment Policy statement filed with the Board of Directors on June 24, 2019

Cash, investments and future cash flows are sufficient to meet the needs of the District for the next six months.

Sources of valuations are Umpqua Bank, LAIF and US Trust Bank.

Kim Pitman, Administration Manager



To: BWD Board of Directors
 From: Kim Pitman
 Subject: Consideration of the Disbursements and Claims Paid
 Month Ending November, 2019

Vendor disbursements paid during this period: **\$ 299,512.72**

Significant items:

San Diego Gas & Electric	\$	27,361.17
Medical Health Benefits	\$	16,753.15
CalPERS (includes unfunded liability)	\$	16,753.81
SWRCB-Annual permit fees	\$	8,532.00

Capital Projects/Fixed Asset Outlays:

Pacific Pipeline Supply-Well upgrades-BOND	\$	2,810.62
Brax-Electric at ID4-9 & Well Upgrades-BOND	\$	149,502.28
Big J Fencing-Fencing around Well 5 & Well 11	\$	8,800.00
McCalls Meters-RHWTF discharge to pond meter	\$	2,545.60
McCalls Meters-Production meter replacements Well 16 & 11	\$	7,234.33
Water load out facility costs-Ocotillo Wells Solar Farm	\$	1,965.36

Total Professional Services for this Period:

Best Best & Krieger	Legal-general	\$	910.00
	GWM	\$	29.50
	Stipulated	\$	43,785.41
	Bond	\$	265.50
LeSar Development Consultants	Prop 1 grant	\$	2,070.00
TRAC	Consulting	\$	2,232.50
Dudek	Bond		
	Prop 1 grant	\$	818.75

Payroll for this Period:

Gross Payroll	\$	83,854.67
Employer Payroll Taxes and ADP Fee	\$	1,767.72
Total	\$	85,622.39

BOARD REPORT

November 2019



33555	1109	ABILITY ANSWERING/PAGING SER	11/19/2019	298.52
33556	1266	AFLAC	11/19/2019	1,423.60
33569	1001	AMERICAN LINEN INC.	12/06/2019	475.71
33580	61	AT&T MOBILITY	12/16/2019	692.71
33562	9529	AT&T-CALNET 3	11/26/2019	837.71
33581	9255	BABCOCK LABORATORIES	12/16/2019	1,324.00
33582	10884	BEST BEST & KRIEGER ATTORNEYS AT LAW	12/16/2019	44,724.91
1079	10884	BEST BEST & KRIEGER ATTORNEYS AT LAW	12/17/2019	265.50
33570	9679	BIG J FENCING, INC.	12/06/2019	8,800.00
33583	10900	BORREGO AUTO PARTS & SUPPLY CO	12/16/2019	197.93
33571	1003	BORREGO SPRINGS BOTTLED WATER	12/06/2019	8.00
33572	1037	BORREGO SUN	12/06/2019	70.00
1076	11066	BRAX COMPANY, INC.	11/26/2019	146,691.66
1078	11066	BRAX COMPANY, INC.	12/06/2019	623.29
33584	1135	CENTER MARKET	12/16/2019	659.66
33559	1222	DEBBIE MORETTI	11/19/2019	122.00
33586	96	DISH	12/16/2019	80.73
33587	9640	DUDEK	12/16/2019	818.75
33588	1136	HOME DEPOT CREDIT SERVICES	12/16/2019	572.29
33557	9177	IN-SITU, INC.	11/19/2019	71.12
33573	1022	JAMES HORMUTH DE ANZA TRUE VALUE	12/06/2019	186.09
33589	65	JC LABS & MONITORING SERVICE	12/16/2019	750.00
33590	10889	LESAR DEVELOPMENT CONSULTANTS	12/16/2019	2,070.00
33593	10899	LOUIS ALEXANDER THE RICK ALEXANDER COMPANY	12/16/2019	2,232.50
33585	1066	MANUEL RODRIGUEZ DE ANZA READY MI	12/16/2019	688.42
1080	1066	MANUEL RODRIGUEZ DE ANZA READY MI	12/17/2019	1,377.22
33563	1216	McCALLS METERS, INC	11/26/2019	11,745.29
33554	1000	MEDICAL ACWA-JPIA	11/19/2019	16,753.15
33574	1489	NORTH COUNTY LAWNMOWER	12/06/2019	196.47
1077	1208	PACIFIC PIPELINE SUPPLY INC	11/26/2019	2,810.62
33575	9633	RAMONA DISPOSAL SERVICE	12/06/2019	3,883.88
33558	1114	ROGELIO MARTINEZ	11/19/2019	96.96
33565	9481	RS INSTRUMENTS & SERVICES	11/26/2019	542.00
33566	1065	SAN DIEGO GAS & ELECTRIC	11/26/2019	27,361.17
33560	11067	SC FUELS	11/19/2019	982.71
33567	11067	SC FUELS	11/26/2019	986.12
33592	1059	STAPLES CREDIT PLAN	12/16/2019	983.56
33564	10994	Steve Quartieri	11/26/2019	294.26
33561	9166	SWRCB	11/19/2019	8,532.00
33576	9106	T.S. INDUSTRIAL SUPPLY	12/06/2019	598.79
33568	9581	TRAVIS PARKER	11/26/2019	1,168.70
33577	35	U.S. POSTAL SERVICE	12/06/2019	94.00
33578	3000	U.S.BANK CORPORATE PAYMENT SYS	12/06/2019	5,455.54
33579	1023	UNDERGROUND SERVICE ALERT	12/06/2019	13.20
33594	1100	VERIZON WIRELESS	12/16/2019	159.36
33591	1623	WENDY QUINN	12/16/2019	175.00
33595	92	XEROX FINANCIAL SERVICES	12/16/2019	377.00
33596	11050	ZITO MEDIA	12/16/2019	240.62
Report Total (48 checks):				299,512.72



ASSETS

	BALANCE SHEET November 30, 2019 (unaudited)	BALANCE SHEET October 31, 2019 (unaudited)	MONTHLY CHANGE (unaudited)
CURRENT ASSETS			
Cash and cash equivalents	\$ 5,361,127.45	\$ 5,172,074.92	\$ 189,052.53
Accounts receivable from water sales and sewer charges	\$ 626,053.01	\$ 632,550.16	\$ (6,497.15)
Inventory	\$ 110,058.92	\$ 112,754.90	\$ (2,695.98)
Prepaid expenses	\$ 5,964.25	\$ 39,386.47	\$ (33,422.22)
TOTAL CURRENT ASSETS	\$ 6,103,203.63	\$ 5,956,766.45	\$ 146,437.18
RESTRICTED ASSETS			
Debt Service:			
Deferred amount of COP Refunding	\$ -	\$ 92,538.01	\$ (92,538.01)
Deferred Outflow of Resources-CalPERS	\$ 311,059.00	\$ 400,720.00	\$ (89,661.00)
Total Debt service	\$ 416,679.31	\$ 493,258.01	\$ (76,578.70)
Trust/Bond funds:			
Investments with fiscal agent -CFD 2017-1	\$ 43,101.15	\$ 44,645.79	\$ (1,544.64)
2018 Certificates of Participation to fund CIP Projects	\$ 2,833,953.26	\$ 3,091,018.50	\$ (257,065.24)
Total Trust/Bond funds	\$ 2,877,054.41	\$ 3,135,664.29	\$ (258,609.88)
TOTAL RESTRICTED ASSETS	\$ 3,293,733.72	\$ 3,628,922.30	
UTILITY PLANT IN SERVICE			
Land	\$ 2,251,663.65	\$ 2,251,663.65	\$ -
Flood Control Facilities	\$ 4,287,340.00	\$ 4,287,340.00	\$ -
Capital Improvement Projects	\$ 381,277.89	\$ 376,127.14	\$ 5,150.75
Bond funded CIP Expenses	\$ 2,494,406.43	\$ 2,342,638.14	\$ 151,768.29
Sewer Facilities	\$ 6,175,596.99	\$ 6,175,596.99	\$ -
Water facilities	\$ 11,621,513.88	\$ 11,621,513.88	\$ -
General facilities	\$ 1,006,881.07	\$ 1,006,881.07	\$ -
Equipment and furniture	\$ 597,312.57	\$ 597,312.57	\$ -
Vehicles	\$ 715,321.23	\$ 715,321.23	\$ -
Accumulated depreciation	\$ (12,532,142.81)	\$ (13,846,729.58)	\$ (1,314,586.77)
NET UTILITY PLANT IN SERVICE	\$ 16,999,170.90	\$ 15,527,665.09	\$ 1,471,505.81
OTHER ASSETS			
Water rights -ID4	\$ 185,000.00	\$ 185,000.00	\$ -
TOTAL OTHER ASSETS	\$ 185,000.00	\$ 185,000.00	
TOTAL ASSETS	\$ 26,581,108.25	\$ 25,298,353.84	\$ 1,282,754.41



Balance sheet continued

	BALANCE SHEET November 30, 2019 (unaudited)	BALANCE SHEET October 31, 2019 (unaudited)	MONTHLY CHANGE (unaudited)
LIABILITIES			
CURRENT LIABILITIES PAYABLE FROM CURRENT ASSETS			
Accounts Payable	\$ 78,795.13	\$ 168,310.97	\$ (89,515.84)
Accrued expenses	\$ 206,146.74	\$ 86,052.79	\$ 120,093.95
Deposits	\$ 42,500.00	\$ 13,700.00	\$ 28,800.00
TOTAL CURRENT LIABILITIES PAYABLE FROM CURRENT ASSETS	\$ 327,441.87	\$ 268,063.76	\$ 59,378.11
CURRENT LIABILITIES PAYABLE FOM RESTRICTED ASSETS			
Debt Service:			
Accounts Payable to CFD 2017-1	\$ 43,101.15	\$ 44,645.79	\$ (1,544.64)
TOTAL CURRENT LIABILITIES PAYABLE FROM RESTRICTED ASSETS	\$ 43,101.15	\$ 44,645.79	\$ (1,544.64)
LONG TERM LIABILITIES			
2018A & 2018B Refinance ID4/Viking Ranch	\$ 2,842,618.83	\$ 1,982,000.00	\$ 860,618.83
2018 Certificates of Participation to fund CIP Projects	\$ 4,930,000.00	\$ 4,930,000.00	\$ -
Net Pension Liability-CalPERS	\$ 850,153.00	\$ 911,898.00	\$ (61,745.00)
Deferred Inflow of Resources-CalPERS	\$ 34,862.00	\$ 104,328.00	
TOTAL LONG TERM LIABILITIES	\$ 8,657,633.83	\$ 8,655,816.17	\$ 1,817.66
TOTAL LIABILITIES	\$ 9,028,176.85	\$ 8,968,525.72	\$ 59,651.13
FUND EQUITY			
Contributed equity	\$ 9,611,814.35	\$ 9,611,814.35	\$ -
Retained Earnings:			
Unrestricted Reserves/Retained Earnings	\$ 7,941,117.05	\$ 6,718,013.77	\$ 1,223,103.28
Total retained earnings	\$ 7,941,117.05	\$ 6,718,013.77	\$ 1,223,103.28
TOTAL FUND EQUITY	\$ 17,552,931.40	\$ 16,329,828.12	\$ 1,223,103.28
TOTAL LIABILITIES AND FUND EQUITY	\$ 26,581,108.25	\$ 25,298,353.84	\$ 1,282,754.41
	\$ -	\$ -	

	C	D	E	F	G	H	I	J	K	L	M	N
1												
2		BOND CIP FUNDS										
3		RECONCILIATION-FY 2019/2021										
4						Well 12-17100/ 4-5 Well upgrades	Prod Well #1 ID4-9	Pipeline Project Phase 1/2	Prod Well #2	Club Circle Video/clean Sewer lines	Firehydrants	
5			Bond Proceeds	Interest paid	Cost of Issuance	10117140	10117110	10117120	10117130	10117150	10117160	
6												Totals
7												
8	07/10/18	Pacific Western Bank-Loan Proceeds	\$ 5,586,000.00									\$ 5,586,000.00
9	07/10/18	Cost of Issuance	\$ 68,707.13									\$ 68,707.13
10	07/17/18	US Bank Interest Fee			\$ 1,700.00							\$ (1,700.00)
11	07/17/18	Nixon Peabody-Cost of Issuance			\$ 10,000.00							\$ (10,000.00)
12	07/17/18	Kutok Rock-Cost of Issuance			\$ 10,000.00							\$ (10,000.00)
13	07/20/18	MMA Interest paid		\$ 2,282.99								\$ 2,282.99
14	07/31/18	MMA Interest paid		\$ 693.25								\$ 693.25
15	08/01/18	Grant Thomson-Cost of Issuance			\$ 1,500.00							\$ (1,500.00)
16	08/01/18	Brandis Tallman-Cost of Issuance			\$ 17,500.00							\$ (17,500.00)
17	08/01/18	Fieldman, Rolapp & Assoc.-Cost of Issuance			\$ 50,231.67							\$ (50,231.67)
18	08/01/18	Best Best & Krieger-Cost of Issuance			\$ 55,000.00							\$ (55,000.00)
19	08/31/18	MMA Interest paid		\$ 4,683.02								\$ 4,683.02
20	09/31/18	MMA Interest paid		\$ 4,535.86								\$ 4,535.86
21	10/31/18	MMA Interest paid		\$ 4,690.98								\$ 4,690.98
22	11/30/18	MMA Interest paid		\$ 6,498.24								\$ 6,498.24
23	12/31/18	MMA Interest paid		\$ 8,125.10								\$ 8,125.10
24	12/31/18	Fed-x Bond issuance costs			\$ 62.02							\$ (62.02)
25	01/31/19	Dudek-Construction Mgmt Prod well #2							\$ 8,295.00			\$ (8,295.00)
26	01/31/19	BBK-Review Bid documents					\$ 855.50	\$ 3,635.00				\$ (4,490.50)
27	01/31/19	Harland Check order-partial charge					\$ 70.12	\$ 70.13	\$ 70.13			\$ (210.38)
28	01/31/19	MMA Interest paid		\$ 9,878.83								\$ 9,878.83
29	02/28/19	BBK-Review final specs Pipeline #1						\$ 306.00				\$ (306.00)
30	02/28/19	BBK-Finalize Bid documents					\$ 2,657.00	\$ 1,976.50	\$ 1,453.50			\$ (6,087.00)
31	02/28/19	Dudek-Construction Mgmt Prod well #1					\$ 11,535.00		\$ 8,422.50			\$ (19,957.50)
32	02/28/19	MMA Interest paid		\$ 8,529.85								\$ 8,529.85
33	03/31/19	Dudek-Construction Mgmt					\$ 5,467.50		\$ 7,232.50			\$ (12,700.00)
34	03/31/19	Dudek-Construction Mgmt					\$ 7,683.43		\$ 2,587.50			\$ (10,270.93)
35	03/31/19	BBK-Review Bid documents					\$ 1,243.25		\$ 1,243.25			\$ (2,486.50)
36	03/31/19	MMA Interest paid		\$ 9,460.57								\$ 9,460.57
37		Reallocate interest to Admin 7122		\$ (59,378.69)								\$ (59,378.69)
38		Well 12 repairs from O&M to Bond funds-check #32867				\$ 13,537.82						\$ (13,537.82)
39		Well 12 repairs from O&M to Bond funds-check #32970				\$ 82,640.56						\$ (82,640.56)
40	04/04/19	Big J Fencing-Fencing for Well ID4 Well 9					\$ 16,975.00					\$ (16,975.00)
41	04/08/19	BBK				\$ 561.00	\$ 1,377.00	\$ 535.50				\$ (2,473.50)
42	04/08/19	Hidden Valley Pump-Well 12/Well 5/Well 16 Transfer switch				\$ 36,033.00						\$ (36,033.00)
43	04/08/19	Hidden Valley Pump-Well 12/Well 5/Well 16/11 Transfer switch				\$ 253,731.68						\$ (253,731.68)
44	04/23/19	Dudek-Construction Management					\$ 3,690.00		\$ 1,927.50			\$ (5,617.50)
45	04/23/19	Fed-x -Mailing of NOE to County New Well #1					\$ 30.53					\$ (30.53)
46	04/23/19	Pacific Pipe-well 12				\$ 1,337.83						\$ (1,337.83)
47	05/20/19	Well 12 repairs transferred from Admin				\$ 83,223.56						\$ (83,223.56)
48	05/29/19	Hidden Valley Pump-Electric panel well 12				\$ 2,503.88						\$ (2,503.88)
49	05/29/19	DeAnza Ready Mix-Road base well 12				\$ 1,547.09						\$ (1,547.09)
50	05/29/19	Dynamic Consulting-Phase 1 & 2 Pipeline						\$ 71,010.00				\$ (71,010.00)
51	05/29/19	Bobs Trailer-Office trailer Well 1 ID4-9 and well 2					\$ 4,500.00		\$ 4,500.00			\$ (9,000.00)
52	05/29/19	Pacific Pipe-well 12				\$ 12,635.88						\$ (12,635.88)
53	05/29/19	BBK-bid review					\$ 765.00					\$ (765.00)
54	05/29/19	Big J Fencing-Fencing for Well ID4 Well 9					\$ 16,975.00					\$ (16,975.00)
55	05/29/19	De Anza Ready Mix				\$ 700.38	\$ 40,057.36					\$ (40,757.74)
56	05/29/19	Dudek-investigation of second production well							\$ 2,672.50			\$ (2,672.50)
57	05/29/19	Hidden Valley Pump-ID1 well 8 repairs				\$ 3,086.18						\$ (3,086.18)
58	05/29/19	Pacific Pipe-construction supply line				\$ 498.23						\$ (498.23)
59	05/29/19	Southwest Pump-construction of well 4-9					\$ 104,500.00					\$ (104,500.00)
60	05/29/19	State of California-Fee for Bond cost			\$ 1,396.50							\$ (1,396.50)
61	06/04/19	Pacific Pipe-Parts for well 4-9					\$ 38.45					\$ (38.45)
62	06/10/19	Deanza Ready Mix-Road base well 4-9					\$ 2,116.53					\$ (2,116.53)
63	06/10/19	Hidden Valley Pump-Step down transformer well 4-9					\$ 8,292.37					\$ (8,292.37)
64	06/10/19	US Bank-Remote office supplies well 4-9					\$ 1,701.07					\$ (1,701.07)
65	06/18/19	BBK-Correspondence to A&R						\$ 127.50				\$ (127.50)

	C	D	E	F	G	H	I	J	K	L	M	N
1												
2		BOND CIP FUNDS										
3		RECONCILIATION-FY 2019/2021										
4						Well 12-17100/ 4-5 Well upgrades	Prod Well #1 ID4-9	Pipeline Project Phase 1/2	Prod Well #2	Club Circle Video/clean Sewer lines	Firehydrants	
5			Bond Proceeds	Interest paid	Cost of Issuance	10117140	10117110	10117120	10117130	10117150	10117160	
6												Totals
66	06/18/19	Dudek-Construction management well 4-9					\$ 20,697.01					\$ (20,697.01)
67	06/18/19	One Eleven Services-Construction Mgmt well 4-9					\$ 4,500.00					\$ (4,500.00)
68	07/01/19	Southwest Pump-construction of well 4-9					\$ 543,866.73					\$ (543,866.73)
69	07/03/19	Hidden Valley Pump-Well 5 Manual Transfer Switch				\$ 399.00						\$ (399.00)
70	07/03/19	Pacific Pipe-Fire hydrant extensions									\$ 1,377.80	\$ (1,377.80)
71	07/08/19	De Anza Ready Mix-Concrete well 12				\$ 658.01						\$ (658.01)
72	07/08/19	De Anza Ready Mix-Concrete well 5				\$ 344.21						\$ (344.21)
73	07/08/19	Hidden Valley Pump-Well 5 pull pump replace bowls/video				\$ 141,472.45						\$ (141,472.45)
74	07/25/19	BBK-Review A&R contract						\$ 765.00				\$ (765.00)
75	07/25/19	Dudek Construction Management Well 4-9					\$ 45,827.52					\$ (45,827.52)
76	07/25/19	Pacific Pipe-Fire hydrants								\$ 21,825.77		\$ (21,825.77)
77	07/25/19	One Eleven Services-Construction Mgmt well 4-9					\$ 2,165.00					\$ (2,165.00)
78	07/25/19	Southwest Pump-construction of well 4-9					\$ 67,022.50					\$ (67,022.50)
79	08/12/19	Hack-Chlorine well 4-9					\$ 849.62					\$ (849.62)
80	08/19/19	Dudek-Construction Management Well 4-9					\$ 22,521.09					\$ (22,521.09)
81	08/20/19	Insitu-Transducer rental well 4-9					\$ 454.72					\$ (454.72)
82	08/27/19	BBK-Review A&R Bond						\$ 535.50				\$ (535.50)
83	09/04/19	Insitu-Transducer rental well 4-9					\$ 429.93					\$ (429.93)
84	09/04/19	SDGE-Electrict well 4-9					\$ 1,060.00					\$ (1,060.00)
85	09/04/19	Southwest Pump-construction of well 4-9					\$ 55,029.85					\$ (55,029.85)
86	09/04/19	US Bank Charge card-chlorine well 4-9					\$ 125.93					\$ (125.93)
87	09/09/19	Pacific Pipe-Supplies Double O Pipeline project						\$ 26,476.36				\$ (26,476.36)
88	09/16/19	Terry Robertson-Double O Pipeline replacement						\$ 491,504.35				\$ (491,504.35)
89	09/23/19	Dudek-Construction Management well 4-9					\$ 31,886.86					\$ (31,886.86)
90	09/23/19	Insitu-Transducer rental well 4-9					\$ 74.35					\$ (74.35)
91	09/23/19	Pacific Pipe-Meter boxes lids-Double O project						\$ 4,582.64				\$ (4,582.64)
92	09/30/19	BBK-Review change order A&R						\$ 204.00				\$ (204.00)
93	09/30/19	Dudek-Construction Management Well 4-9					\$ 1,260.00					\$ (1,260.00)
94	10/08/19	Dudek-Construction Management Well 4-9					\$ 4,305.00					\$ (4,305.00)
95	10/08/19	Southwest Pump-construction of well 4-9					\$ 44,548.38					\$ (44,548.38)
96	10/16/19	Dudek-Construction Management Well 4-9					\$ 17,778.75					\$ (17,778.75)
97	10/16/19	Dudek-investigation of second production well						\$ 600.00				\$ (600.00)
98	10/16/19	Pacific Pipe-Well 5 upgrade				\$ 5,553.49						\$ (5,553.49)
99	10/21/19	McCalls Meters-Meters for Pipeline phase 1						\$ 11,636.47				\$ (11,636.47)
100	10/21/19	Pacific Pipeline Supply-Tools/supplies well 5 upgrade				\$ 577.94						\$ (577.94)
101	10/21/19	Jeffrey Smith-Appraisal well #2 site investigation						\$ 1,000.00				\$ (1,000.00)
102	10/29/19	Jerry Rohwing-Well #2 site investigation						\$ 3,750.00				\$ (3,750.00)
103	11/05/19	Brax company-materials well 5				\$ 166.04						\$ (166.04)
104	11/05/19	Manuel Rodrigues-DeAnza concrete-Well 5				\$ 1,450.90						\$ (1,450.90)
105	11/12/19	Downstream-video/clean Club Circle								\$ 92,804.00		\$ (92,804.00)
106	11/18/19	Dudek-Construction Management well 4-9					\$ 360.00					\$ (360.00)
107	11/18/19	Pacific Pipe-Materials for Well 11A/Well 16				\$ 12,532.02						\$ (12,532.02)
108	11/18/19	Jerry Rohwing-Well #2 site investigation							\$ 250.00			\$ (250.00)
109	11/16/19	Brax company-ID4-9 electric hook-up					\$ 146,691.66					\$ (146,691.66)
110	11/26/19	Pacific Pipe-Well 11 upgrades				\$ 2,810.62						\$ (2,810.62)
111												
112		BOND FUND BALANCE	\$ 5,654,707.13	\$ -	\$ 147,390.19	\$ 658,001.77	\$ 1,241,985.01	\$ 618,714.95	\$ 38,654.38	\$ 92,804.00	\$ 23,203.57	\$ 2,833,953.26
113												
114								11/30/2019	MMA			\$ 2,508,713.44
115								11/30/2019	Checking			\$ 325,239.82
116								11/30/2019	Total Bond funds			\$ 2,833,953.26

	C	AE	AF	AG	AH	AI	AJ	AO
1								
2	BWD	6/11/2019						
3	CASH FLOW	ADOPTED	Actual	Projected		Actual	Actual YTD	PROJECTED
4	2019-2020	BUDGET	December	December	Difference	YTD	and Projected	FY
5		2019-2020	2019	2019	Explanations	2019-2020	2019-2020	2019-2020
6								
7	REVENUE	>3%						>3%
8	WATER REVENUE							
9	Residential Water Sales	866,507	43,532	50,698		483,540	831,869	348,329
10	Commercial Water Sales	445,791	31,661	34,237		269,629	456,113	186,484
11	Irrigation Water Sales	203,358	6,541	13,211	No water usage BSR	128,598	206,261	77,663
12	GWM Surcharge	173,911	9,174	10,867		98,317	171,565	73,248
13	Water Sales Power Portion	465,462	25,143	29,797		270,004	472,766	202,762
14	TOTAL WATER COMMODITY REVENUE:	2,155,031	116,051	138,809		1,250,088	2,138,575	888,487
15		>5%						>5%
16	Readiness Water Charge	1,210,230	101,286	101,280		600,960	1,208,640	607,680
17	Meter Install/Connect/Reconnect Fees	1,725	-	340		340	1,045	705
18	Backflow Testing/installation	5,100	-	-		150	5,250	5,100
19	Bulk Water Sales	2,440	277	200		3,829	5,069	1,240
20	Penalty & Interest Water Collection	48,000	290	4,000	Did not assess in Dec	25,479	49,479	24,000
21	TOTAL WATER REVENUE:	3,422,526	217,903	244,629		1,880,846	3,408,058	1,527,212
22								
23	PROPERTY ASSESSMENTS/AVAILABILITY CHARGES							
24	641500 1% Property Assessments	62,300	21,784	21,749		26,323	62,300	35,977
25	641502 Property Assess wtr/swr/lld	106,212	5,940	8,493		7,796	106,212	98,416
26	641501 Water avail Standby	82,330	24,388	27,015		33,180	82,330	49,150
27	641504 ID 3 Water Standby (La Casa)	33,647	3,445	4,790		5,145	33,647	28,502
28	641503 Pest standby	17,865	3,138	3,631		1,857	17,865	14,009
29	TOTAL PROPERTY ASSES/AVAIL CHARGES:	302,353	58,694	65,678		76,301	302,354	226,052
30								
31	SEWER SERVICE CHARGES	>4%						>4%
32	Town Center Sewer Holder fees	246,640	20,275	20,275		120,870	242,519	121,649
33	Town Center Sewer User Fees	97,194	8,305	8,305		48,159	97,991	49,833
34	Sewer user Fees	288,288	23,917	24,024		146,894	291,038	144,144
35	Penalty Interest Sewer	-	-	-		-	-	-
36	Sewer Capacity Fees	-	-	-		-	-	-
37	TOTAL SEWER SERVICE CHARGES:	632,122	52,497	52,604		315,922	631,547	315,625
38								
39	OTHER INCOME							
43	Interest Income	96,000	4,692	4,000		33,520	86,362	52,842
44	TOTAL OTHER INCOME:	96,000	4,692	4,000		33,520	86,362	52,842
45								
46	TOTAL INCOME:	4,453,000	333,787	366,911		2,306,589	4,428,320	2,121,731
47								
48	CASH BASIS ADJUSTMENTS							
49	Decrease (Increase) in Accounts Receivable		88,570			110,785	110,785	
50	Deposits-OW Solar Farm Deposit					28,800	28,800	
51	Other Cash Basis Adjustments					(43,788)	(43,788)	
52	TOTAL CASH BASIS ADJUSTMENTS:		88,570			95,797	95,797	
53								
54	TOTAL OPERATING INCOME RECEIVED:	4,453,000	422,357	366,911		2,402,386	4,524,117	2,121,731

	C	AE	AF	AG	AH	AI	AJ	AO
2	BWD	6/11/2019						
3	CASH FLOW	ADOPTED	Actual	Projected		Actual	Actual YTD	PROJECTED
4	2019-2020	BUDGET	December	December	Difference	YTD	and Projected	FY
5		2019-2020	2019	2019	Explanations	2019-2020	2019-2020	2019-2020
56	EXPENSES							
57								
58	MAINTENANCE EXPENSE							
59	R & M Buildings & Equipment	180,000	15,272	10,000	\$10,000 chlorine	101,150	180,000	78,850
60	R & M - WTF	180,000	1,196	20,000		27,968	180,000	152,032
61	Telemetry	10,000	-	1,473	Contractor retired	1,377	8,527	7,150
62	Trash Removal	5,220	440	450		2,814	5,454	2,640
63	Vehicle Expense	18,000	320	1,600		7,381	18,000	10,619
64	Fuel & Oil	30,000	2,487	2,297		16,347	30,000	13,653
65	TOTAL MAINTENANCE EXPENSE:	423,220	19,715	35,820		157,036	421,980	264,944
66								
67	PROFESSIONAL SERVICES EXPENSE							
68	Tax Accounting (Taussig)	3,000	-	1,244		1,008	3,000	1,993
69	Administrative Services (ADP)	3,000	265	235		1,450	3,000	1,550
70	Audit Fees (Leaf & Cole)	17,000	-	-		17,000	29,885	12,885
71	Computer billing (Accela/Parker)/Cyber Security	31,000	1,662	1,400		11,821	31,000	19,179
72	Financial/Technical Consulting (Raftelis rate study \$52,000)	80,000	5,095	14,000		15,548	80,000	64,452
73	Engineering (Dynamic/Dudek)	24,000	1,090	1,500		17,789	24,000	6,211
74	District Legal Services (Downey Brand/BBK)	60,000	2,677	7,000		11,590	60,000	48,410
75	Grant Acquisitions (TRAC)	48,000	2,588	4,103		17,135	48,000	30,865
76	Testing/lab work (Babcock Lab/Water Quality Monitoring)	24,000	2,069	2,300		9,067	24,000	14,933
77	Regulatory Permit Fees (SWRB/DEH/Dig alerts/APCD)	28,000	1,483	4,468		13,435	28,000	14,565
78	TOTAL PROFESSIONAL SERVICES EXPENSE:	318,000	16,928	36,250		115,842	330,885	215,043
79								
80	INSURANCE EXPENSE							
81	ACWA/JPIA Program Insurance	60,000	-	-		62,248	62,248	-
82	ACWA/JPIA Workers Comp	18,000	4,646	4,500		8,947	18,347	9,400
83	TOTAL INSURANCE EXPENSE:	78,000	4,646	4,500		71,195	80,595	9,400
84								
85	DEBT EXPENSE							
86	Compass Bank Note 2018A	248,184	-	-		216,108	248,184	32,076
87	Compass Bank Note 2018B	140,755	-	-		127,423	140,755	13,332
88	Pacific Western Bank 2018 IPA	499,406	-	-		406,801	499,406	92,604
89	TOTAL DEBT EXPENSE:	888,345	-	-		750,332	888,345	138,013
90								
91	PERSONNEL EXPENSE							
92	Board Meeting Expense (board stipend/board secretary)	28,500	3,133	4,015		9,631	28,500	18,869
93	Salaries & Wages (gross)	930,000	77,988	78,001		473,875	933,842	459,967
94	Salaries & Wages offset account (board stipends/staff proje-	(80,000)	(9,650)	(4,563)		(66,052)	(90,052)	(24,000)
95	Consulting services/Contract Labor	10,000	-	800		4,625	10,000	5,375
96	Taxes on Payroll	23,700	1,602	1,070		8,041	24,232	16,191
97	Medical Insurance Benefits	212,700	22,593	19,400		122,661	219,661	97,000
98	Calpers Retirement Benefits	200,000	16,795	16,600		99,094	200,000	100,906
99	Conference/Conventions/Training/Seminars	18,000	560	2,500		4,576	18,000	13,424
100	TOTAL PERSONNEL EXPENSE:	1,342,899	113,021	117,823		656,449	1,344,182	687,732
101								
102	OFFICE EXPENSE							
103	Office Supplies	24,000	3,990	1,996		14,098	24,000	9,902
104	Office Equipment/ Rental/Maintenance Agreements	35,000	4,723	2,581		19,142	35,000	15,858
105	Postage & Freight	15,000	2,406	2,000		7,255	15,000	7,745
106	Taxes on Property	2,383	-	-		2,431	2,431	-
107	Telephone/Answering Service/Cell	20,000	1,643	1,700		9,590	20,000	10,410
108	Dues & Subscriptions (ACWA/CSDA)	23,000	12,061	7,214		13,688	23,000	9,312
109	Printing, Publications & Notices	2,500	-	500		56	2,500	2,444
110	Uniforms	6,500	455	421		3,779	6,500	2,721
111	OSHA Requirements/Emergency preparedness	4,000	25	128		2,732	4,000	1,268
112	TOTAL OFFICE EXPENSE:	132,383	25,303	16,541		72,770	132,430	59,660

	C	AE	AF	AG	AH	AI	AJ	AO
2	BWD	6/11/2019						
3	CASH FLOW	ADOPTED	Actual	Projected		Actual	Actual YTD	PROJECTED
4	2019-2020	BUDGET	December	December	Difference	YTD	and Projected	FY
5		2019-2020	2019	2019	Explanations	2019-2020	2019-2020	2019-2020
114	UTILITIES EXPENSE							
115	Pumping-Electricity	306,000	22,630	24,648		164,379	303,982	139,603
116	Office/Shop Utilities	1,500	294	125		3,921	4,671	750
118	TOTAL UTILITIES EXPENSE:	307,500	22,924	24,773		168,300	308,653	140,353
119								
120	GROUNDWATER MANAGEMENT EXPENSE							
121	Net SGMA GSP & Stipulation Costs	130,000	23,674	10,500		122,179	143,174	20,995
122	Misc. GWM Costs		11,606			88,582	88,582	-
123	Community Support		-	-		10,000	10,000	-
124	TOTAL GWM EXPENSE:	130,000	35,281	10,500		220,762	241,757	20,995
125								
126	TOTAL EXPENSES:	3,620,347	237,818	246,207		2,212,686	3,748,825	1,536,139
127	CASH BASIS ADJUSTMENTS							
128	Decrease (Increase) in Accounts Payable		(47,645)			(140,864)	(140,864)	
129	Increase (Decrease) in Inventory		3,475			1,231	1,231	
130								
131	TOTAL CASH BASIS ADJUSTMENTS:		(44,170)			(139,632)	(139,632)	
132								
133	TOTAL OPERATING EXPENSES PAID:	3,620,347	193,648	246,207		2,073,054	3,609,193	1,536,139
134								
135	NET OPERATING INCOME:	832,654	228,709	120,704		329,332	914,924	585,592
136								
137	CIP PROJECTS							
138								
139	WATER-Operating Cash Funded							
141								
142	Emergency System Repairs	60,000	-	-		-	60,000	60,000
143	Emergency Generator Mobile trailer	25,000					25,000	25,000
144	Reservoir cleaning	15,000					15,000	15,000
147								
148	TOTAL WATER CASH CIP EXPENSES:	100,000	-	-		-	100,000	100,000
155								
156	TOTAL CASH CIP EXPENSES:	100,000	-	-		-	100,000	100,000
157								
158	CASH RECAP							
159	Cash beginning of period	5,312,216	5,254,720	5,254,720		5,154,097	5,154,097	5,483,429
160	Operating Income	832,654	228,709	120,704		329,332	914,924	585,592
161	Total Non O&M Cash Funded Expenses	(100,000)	-	-		-	(100,000)	(100,000)
162	CASH RESERVES AT END OF PERIOD	6,044,870	5,483,429	5,375,424		5,483,429	5,969,021	5,969,021
163	FY Reserves Target	5,610,000	5,610,000	5,610,000		5,610,000	5,610,000	5,610,000
164	Reserves Surplus/(Shortfall)	434,870	(126,571)	(234,576)		(126,571)	359,021	359,021



TREASURER'S REPORT December, 2019

	Bank Balance	Carrying Value	Fair Value	% of Portfolio		Maturity	Valuation Source
				Current Actual	Rate of Interest		
Cash and Cash Equivalents:							
Demand Accounts at CVB/LAIF							
General Account/Petty Cash	\$ 3,291,780	\$ 3,395,057	\$ 3,395,057	42.00%	0.00%	N/A	CVB
Payroll Account	\$ 103,283	\$ 109,120	\$ 109,120	1.35%	0.00%	N/A	CVB
MMA (Bond Funds)	\$ 2,508,713	\$ 2,508,713	\$ 2,508,713	31.04%	2.22%	N/A	CVB
CIP Bond Funds Checking	\$ 567,546	\$ 45,342	\$ 45,342	0.56%	0.00%	N/A	CVB
LAIF	\$ 2,025,074	\$ 2,025,074	\$ 2,025,074	25.05%	2.29%	N/A	LAIF
Total Cash and Cash Equivalents	\$ 8,496,396	\$ 8,083,306	\$ 8,083,306	100.00%			
Facilities District No. 2017-1A-B							
Special Tax Bond- Rams Hill -US BANK	\$ 223,559	\$ 223,559	\$ 223,559				
Total Cash, Cash Equivalents & Investment	\$ 8,719,955	\$ 8,306,865	\$ 8,306,865				

Cash and investments conform to the District's Investment Policy statement filed with the Board of Directors on June 24, 2019

Cash, investments and future cash flows are sufficient to meet the needs of the District for the next six months.

Sources of valuations are Umpqua Bank, LAIF and US Trust Bank.

Kim Pitman, Administration Manager



ASSETS	BALANCE SHEET December 31, 2019 (unaudited)	BALANCE SHEET November 30, 2019 (unaudited)	MONTHLY CHANGE (unaudited)
CURRENT ASSETS			
Cash and cash equivalents	\$ 5,529,250.47	\$ 5,361,127.45	\$ 168,123.02
Accounts receivable from water sales and sewer charges	\$ 537,483.01	\$ 626,053.01	\$ (88,570.00)
Inventory	\$ 113,533.43	\$ 110,058.92	\$ 3,474.51
Prepaid expenses	\$ 5,964.25	\$ 5,964.25	\$ -
TOTAL CURRENT ASSETS	\$ 6,186,231.16	\$ 6,103,203.63	\$ 83,027.53
RESTRICTED ASSETS			
Debt Service:			
Deferred amount of COP Refunding	\$ -	\$ -	\$ -
Deferred Outflow of Resources-CalPERS	\$ 311,059.00	\$ 311,059.00	\$ -
Total Debt service	\$ 416,679.31	\$ 416,679.31	\$ -
Trust/Bond funds:			
Investments with fiscal agent -CFD 2017-1	\$ 266,660.14	\$ 43,101.15	\$ 223,558.99
2018 Certificates of Participation to fund CIP Projects	\$ 2,554,055.51	\$ 2,833,953.26	\$ (279,897.75)
Total Trust/Bond funds	\$ 2,820,715.65	\$ 2,877,054.41	\$ (56,338.76)
TOTAL RESTRICTED ASSETS	\$ 3,237,394.96	\$ 3,293,733.72	
UTILITY PLANT IN SERVICE			
Land	\$ 2,251,663.65	\$ 2,251,663.65	\$ -
Flood Control Facilities	\$ 4,287,340.00	\$ 4,287,340.00	\$ -
Capital Improvement Projects	\$ 384,451.89	\$ 381,277.89	\$ 3,174.00
Bond funded CIP Expenses	\$ 2,836,945.17	\$ 2,494,406.43	\$ 342,538.74
Sewer Facilities	\$ 6,175,596.99	\$ 6,175,596.99	\$ -
Water facilities	\$ 11,621,513.88	\$ 11,621,513.88	\$ -
General facilities	\$ 1,006,881.07	\$ 1,006,881.07	\$ -
Equipment and furniture	\$ 597,312.57	\$ 597,312.57	\$ -
Vehicles	\$ 715,321.23	\$ 715,321.23	\$ -
Accumulated depreciation	\$ (12,532,142.81)	\$ (12,532,142.81)	\$ -
NET UTILITY PLANT IN SERVICE	\$ 17,344,883.64	\$ 16,999,170.90	\$ 345,712.74
OTHER ASSETS			
Water rights -ID4	\$ 185,000.00	\$ 185,000.00	\$ -
TOTAL OTHER ASSETS	\$ 185,000.00	\$ 185,000.00	
TOTAL ASSETS	\$ 26,953,509.76	\$ 26,581,108.25	\$ 372,401.51



Balance sheet continued

LIABILITIES	BALANCE SHEET December 31, 2019 (unaudited)	BALANCE SHEET November 30, 2019 (unaudited)	MONTHLY CHANGE (unaudited)
CURRENT LIABILITIES PAYABLE FROM CURRENT ASSETS			
Accounts Payable	\$ 127,728.54	\$ 78,795.13	\$ 48,933.41
Accrued expenses	\$ 206,146.74	\$ 206,146.74	\$ -
Deposits	\$ 40,534.64	\$ 42,500.00	\$ (1,965.36)
TOTAL CURRENT LIABILITIES PAYABLE FROM CURRENT ASSETS	\$ 374,409.92	\$ 327,441.87	\$ 46,968.05
CURRENT LIABILITIES PAYABLE FOM RESTRICTED ASSETS			
Debt Service:			
Accounts Payable to CFD 2017-1	\$ 266,660.14	\$ 43,101.15	\$ 223,558.99
TOTAL CURRENT LIABILITIES PAYABLE FROM RESTRICTED ASSETS	\$ 266,660.14	\$ 43,101.15	\$ 223,558.99
LONG TERM LIABILITIES			
2018A & 2018B Refinance ID4/Viking Ranch	\$ 2,842,618.83	\$ 2,842,618.83	\$ -
2018 Certificates of Participation to fund CIP Projects	\$ 4,930,000.00	\$ 4,930,000.00	\$ -
Net Pension Liability-CalPERS	\$ 850,153.00	\$ 850,153.00	\$ -
Deferred Inflow of Resources-CalPERS	\$ 34,862.00	\$ 34,862.00	\$ -
TOTAL LONG TERM LIABILITIES	\$ 8,657,633.83	\$ 8,657,633.83	\$ -
TOTAL LIABILITIES	\$ 9,298,703.89	\$ 9,028,176.85	\$ 270,527.04
FUND EQUITY			
Contributed equity	\$ 9,611,814.35	\$ 9,611,814.35	\$ -
Retained Earnings:			
Unrestricted Reserves/Retained Earnings	\$ 8,042,991.52	\$ 7,941,117.05	\$ 101,874.47
Total retained earnings	\$ 8,042,991.52	\$ 7,941,117.05	\$ 101,874.47
TOTAL FUND EQUITY	\$ 17,654,805.87	\$ 17,552,931.40	\$ 101,874.47
TOTAL LIABILITIES AND FUND EQUITY	\$ 26,953,509.76	\$ 26,581,108.25	\$ 372,401.51



To: BWD Board of Directors
 From: Kim Pitman
 Subject: Consideration of the Disbursements and Claims Paid
 Month Ending December, 2019

Vendor disbursements paid during this period: **\$ 492,359.31**

Significant items:

San Diego Gas & Electric	\$	22,924.20
Medical Health Benefits	\$	23,655.84
CalPERS (includes unfunded liability)	\$	16,794.69
Workers Comp	\$	4,645.78
AWWA annual dues-2020	\$	11,780.00
Automated Water Treatment-Chlorine	\$	10,828.91

Capital Projects/Fixed Asset Outlays:

Pacific Pipeline Supply-Well upgrades-BOND	\$	5,904.65
Brax-Electric at ID4-9 & Well Upgrades-BOND	\$	334,690.22

Total Professional Services for this Period:

Best Best & Krieger	Legal-general	\$	2,676.78
	GWM		
	Stipulated	\$	23,674.46
	Bond	\$	1,288.54
Raftelis	Cost of Service Study	\$	5,095.00
LeSar Development Consultants	Prop 1 grant	\$	2,587.50

Payroll for this Period:

Gross Payroll	\$	77,987.89
Employer Payroll Taxes and ADP Fee	\$	1,602.00
Total	\$	79,589.89

BOARD REPORT

December 2019



33598	1109	ABILITY ANSWERING/PAGING SER	12/17/2019	245.23
33620	3035	ACWA / JPIA Finance Dept.	01/07/2020	4,645.78
33599	1266	AFLAC	12/17/2019	1,423.60
33608	9338	AMERICAN BACKFLOW SPECIALTIES	12/30/2019	573.78
33621	1001	AMERICAN LINEN INC.	01/07/2020	455.33
33600	1092	ASSOC OF CALIFORNIA	12/17/2019	11,780.00
33622	61	AT&T MOBILITY	01/07/2020	698.01
33609	9529	AT&T-CALNET 3	12/30/2019	540.27
33623	83	AUTOMATED WATER TREATMENT	01/07/2020	10,828.91
33638	9255	BABCOCK LABORATORIES	01/15/2020	1,949.00
1085	10884	BEST BEST & KRIEGER ATTORNEYS AT LAW	01/15/2020	1,288.54
33639	10884	BEST BEST & KRIEGER ATTORNEYS AT LAW	01/15/2020	26,351.24
33624	10900	BORREGO AUTO PARTS & SUPPLY CO	01/07/2020	295.03
33625	1003	BORREGO SPRINGS BOTTLED WATER	01/07/2020	8.00
33626	31	BORREGO SPRINGS CHAMBER OF COMMERCE	01/07/2020	200.00
33601	1037	BORREGO SUN	12/17/2019	70.00
1082	11066	BRAX COMPANY, INC.	12/30/2019	271,727.09
1083	11066	BRAX COMPANY, INC.	01/07/2020	62,963.13
33602	10893	CALIFORNIA STATE UNIVERSITY SACRAMENTO	12/17/2019	3,182.88
33627	1135	CENTER MARKET	01/07/2020	59.60
33603	9054	COUNTY OF SAN DIEGO DEPT ENVIRONMENTAL HEALTH	12/17/2019	1,383.00
33605	1222	DEBBIE MORETTI	12/17/2019	122.00
33610	11065	DIAMOND MMP, INC	12/30/2019	826.10
33640	96	DISH	01/15/2020	80.73
33611	9640	DUDEK	12/30/2019	1,090.00
33604	1094	EMPIRE SOUTHWEST	12/17/2019	980.53
33629	1136	HOME DEPOT CREDIT SERVICES	01/07/2020	714.33
33612	11021	J & T Tire and Auto	12/30/2019	25.00
33628	1022	JAMES HORMUTH DE ANZA TRUE VALUE	01/07/2020	42.27
33630	65	JC LABS & MONITORING SERVICE	01/07/2020	750.00
33641	10889	LESAR DEVELOPMENT CONSULTANTS	01/15/2020	2,587.50
1084	1066	MANUEL RODRIGUEZ DE ANZA READY MI	01/07/2020	1,241.83
33597	1000	MEDICAL ACWA-JPIA	12/17/2019	23,655.84
33613	10891	NEOFUNDS	12/30/2019	2,000.00
33631	11017	NEOPOST USA INC	01/07/2020	405.75
1081	1208	PACIFIC PIPELINE SUPPLY INC	12/17/2019	5,904.65
33606	1208	PACIFIC PIPELINE SUPPLY INC	12/17/2019	4,292.79
33632	1208	PACIFIC PIPELINE SUPPLY INC	01/07/2020	1,987.94
33615	9546	RAFTELIS FINANCIAL CONSULTANTS, INC.	12/30/2019	5,095.00
33616	9633	RAMONA DISPOSAL SERVICE	12/30/2019	3,883.88
33617	1065	SAN DIEGO GAS & ELECTRIC	12/30/2019	22,924.20
33607	11067	SC FUELS	12/17/2019	1,007.76
33618	11067	SC FUELS	12/30/2019	1,478.76
33633	1059	STAPLES CREDIT PLAN	01/07/2020	812.36
33614	9046	STATE WATER RESOURCE CONTROL BOARD OPERATOR CERTIFICATION	12/30/2019	100.00
33634	9581	TRAVIS PARKER	01/07/2020	1,662.40
33643	3000	U.S.BANK CORPORATE PAYMENT SYS	01/15/2020	6,492.26
33635	1023	UNDERGROUND SERVICE ALERT	01/07/2020	6.60
33619	9439	USABUEBOOK	12/30/2019	318.41
33644	1100	VERIZON WIRELESS	01/15/2020	159.38
33642	1623	WENDY QUINN	01/15/2020	425.00
33636	92	XEROX FINANCIAL SERVICES	01/07/2020	377.00
33637	11050	ZITO MEDIA	01/07/2020	240.62
		Report Total (53 checks):		492,359.31

	C	D	E	F	G	H	I	J	K	L	M	N
1												
2		BOND CIP FUNDS										
3		RECONCILIATION-FY 2019/2021								Club Circle		
4						Well 12-17100/ 4-5 Well upgrades	Prod Well #1 ID4-9	Pipeline Project Phase 1/2	Prod Well #2	Video/clean Sewer lines	Firehydrants	
5			Bond Proceeds	Interest paid	Cost of Issuance	10117140	10117110	10117120	10117130	10117150	10117160	
6												Totals
7												
8	07/10/18	Pacific Western Bank-Loan Proceeds	\$ 5,586,000.00									\$ 5,586,000.00
9	07/10/18	Cost of Issuance	\$ 68,707.13									\$ 68,707.13
10	07/17/18	US Bank Interest Fee			\$ 1,700.00							\$ (1,700.00)
11	07/17/18	Nixon Peabody-Cost of issuance			\$ 10,000.00							\$ (10,000.00)
12	07/17/18	Kutok Rock-Cost of Issuance			\$ 10,000.00							\$ (10,000.00)
13	07/20/18	MMA Interest paid		\$ 2,282.99								\$ 2,282.99
14	07/31/18	MMA Interest paid		\$ 693.25								\$ 693.25
15	08/01/18	Grant Thornton-Cost of Issuance			\$ 1,500.00							\$ (1,500.00)
16	08/01/18	Brandis Tallman-Cost of Issuance			\$ 17,500.00							\$ (17,500.00)
17	08/01/18	Fieldman, Rolapp & Assoc.-Cost of Issuance			\$ 50,231.67							\$ (50,231.67)
18	08/01/18	Best Best & Krieger-Cost of Issuance			\$ 55,000.00							\$ (55,000.00)
19	08/31/18	MMA Interest paid		\$ 4,683.02								\$ 4,683.02
20	09/31/18	MMA Interest paid		\$ 4,535.86								\$ 4,535.86
21	10/31/18	MMA Interest paid		\$ 4,690.98								\$ 4,690.98
22	11/30/18	MMA Interest paid		\$ 6,498.24								\$ 6,498.24
23	12/31/18	MMA Interest paid		\$ 8,125.10								\$ 8,125.10
24	12/31/18	Fed-x Bond issuance costs			\$ 62.02							\$ (62.02)
25	01/31/19	Dudek-Construction Mgmt Prod well #2							\$ 8,295.00			\$ (8,295.00)
26	01/31/19	BBK-Review Bid documents					\$ 855.50	\$ 3,635.00				\$ (4,490.50)
27	01/31/19	Harland Check order-partial charge					\$ 70.12	\$ 70.13	\$ 70.13			\$ (210.38)
28	01/31/19	MMA Interest paid		\$ 9,878.83								\$ 9,878.83
29	02/28/19	BBK-Review final specs Pipeline #1						\$ 306.00				\$ (306.00)
30	02/28/19	BBK-Finalize Bid documents					\$ 2,657.00	\$ 1,976.50	\$ 1,453.50			\$ (6,087.00)
31	02/28/19	Dudek-Construction Mgmt Prod well #1					\$ 11,535.00		\$ 8,422.50			\$ (19,957.50)
32	02/28/19	MMA Interest paid		\$ 8,529.85								\$ 8,529.85
33	03/31/19	Dudek-Construction Mgmt					\$ 5,467.50		\$ 7,232.50			\$ (12,700.00)
34	03/31/19	Dudek-Construction Mgmt					\$ 7,683.43		\$ 2,587.50			\$ (10,270.93)
35	03/31/19	BBK-Review Bid documents					\$ 1,243.25		\$ 1,243.25			\$ (2,486.50)
36	03/31/19	MMA Interest paid		\$ 9,460.57								\$ 9,460.57
37		Reallocate interest to Admin 7122		\$ (59,378.69)								\$ (59,378.69)
38		Well 12 repairs from O&M to Bond funds-check #32867				\$ 13,537.82						\$ (13,537.82)
39		Well 12 repairs from O&M to Bond funds-check #32970				\$ 82,640.56						\$ (82,640.56)
40	04/04/19	Big J Fencing Fencing for Well ID4 Well 9					\$ 16,975.00					\$ (16,975.00)
41	04/08/19	BBK				\$ 561.00	\$ 1,377.00	\$ 535.50				\$ (2,473.50)
42	04/08/19	Hidden Valley Pump-Well 12/Well 5/Well 16 Transfer switch				\$ 36,033.00						\$ (36,033.00)
43	04/08/19	Hidden Valley Pump-Well 12/Well 5/Well 16/11 Transfer switch				\$ 253,731.68						\$ (253,731.68)
44	04/23/19	Dudek-Construction Management					\$ 3,690.00		\$ 1,927.50			\$ (5,617.50)
45	04/23/19	Fed x -Mailing of NOE to County New Well #1					\$ 30.53					\$ (30.53)
46	04/23/19	Pacific Pipe-well 12				\$ 1,337.83						\$ (1,337.83)
47	05/20/19	Well 12 repairs transferred from Admin				\$ 83,223.56						\$ (83,223.56)
48	05/29/19	Hidden Valley Pump-Electric panel well 12				\$ 2,503.88						\$ (2,503.88)
49	05/29/19	DeAnza Ready Mix-Road base well 12				\$ 1,547.09						\$ (1,547.09)
50	05/29/19	Dynamic Consulting-Phase 1 & 2 Pipeline						\$ 71,010.00				\$ (71,010.00)
51	05/29/19	Bobs Trailer-Office trailer Well 1 ID4-9 and well 2					\$ 4,500.00		\$ 4,500.00			\$ (9,000.00)
52	05/29/19	Pacific Pipe-well 12				\$ 12,635.88						\$ (12,635.88)
53	05/29/19	BBK-bid review					\$ 765.00					\$ (765.00)
54	05/29/19	Big J Fencing-Fencing for Well ID4 Well 9					\$ 16,975.00					\$ (16,975.00)
55	05/29/19	De Anza Ready Mix				\$ 700.38	\$ 40,057.36					\$ (40,757.74)
56	05/29/19	Dudek-investigation of second production well							\$ 2,672.50			\$ (2,672.50)
57	05/29/19	Hidden Valley Pump-ID1 well 8 repairs				\$ 3,086.18						\$ (3,086.18)
58	05/29/19	Pacific Pipe-construction supply line				\$ 498.23						\$ (498.23)
59	05/29/19	Southwest Pump-construction of well 4-9					\$ 104,500.00					\$ (104,500.00)
60	05/29/19	State of California-Fee for Bond cost			\$ 1,396.50							\$ (1,396.50)
61	06/04/19	Pacific Pipe-Parts for well 4-9					\$ 38.45					\$ (38.45)
62	06/10/19	Deanza Ready Mix-Road base well 4-9					\$ 2,116.53					\$ (2,116.53)
63	06/10/19	Hidden Valley Pump-Step down transformer well 4-9					\$ 8,292.37					\$ (8,292.37)
64	06/10/19	US Bank-Remote office supplies well 4-9					\$ 1,701.07					\$ (1,701.07)
65	06/18/19	BBK-Correspondence to A&R						\$ 127.50				\$ (127.50)
66	06/18/19	Dudek-Construction management well 4-9					\$ 20,697.01					\$ (20,697.01)

	C	D	E	F	G	H	I	J	K	L	M	N
1												
2		BOND CIP FUNDS										
3		RECONCILIATION-FY 2019/2021										
4						Well 12-17100/ 4-5 Well upgrades	Prod Well #1 ID4-9	Pipeline Project Phase 1/2	Prod Well #2	Club Circle Video/clean Sewer lines	Firehydrants	
5			Bond Proceeds	Interest paid	Cost of Issuance	10117140	10117110	10117120	10117130	10117150	10117160	
6												Totals
67	06/18/19	One Eleven Services-Construction Mgmt well 4-9					\$ 4,500.00					\$ (4,500.00)
68	07/01/19	Southwest Pump-construction of well 4-9					\$ 543,866.73					\$ (543,866.73)
69	07/03/19	Hidden Valley Pump-Well 5 Manual Transfer Switch				\$ 399.00						\$ (399.00)
70	07/03/19	Pacific Pipe-Fire hydrant extensions									\$ 1,377.80	\$ (1,377.80)
71	07/08/19	De Anza Ready Mix-Concrete well 12				\$ 658.01						\$ (658.01)
72	07/08/19	De Anza Ready Mix-Concrete well 5				\$ 344.21						\$ (344.21)
73	07/08/19	Hidden Valley Pump-Well 5 pull pump replace bowls/video				\$ 141,472.45						\$ (141,472.45)
74	07/25/19	BBK-Review A&R contract						\$ 765.00				\$ (765.00)
75	07/25/19	Dudek-Construction Management Well 4-9					\$ 45,827.52					\$ (45,827.52)
76	07/25/19	Pacific Pipe-Fire hydrants								\$ 21,825.77		\$ (21,825.77)
77	07/25/19	One Eleven Services-Construction Mgmt well 4-9					\$ 2,165.00					\$ (2,165.00)
78	07/25/19	Southwest Pump-construction of well 4-9					\$ 67,022.50					\$ (67,022.50)
79	08/12/19	Hack-Chlorine well 4-9					\$ 849.62					\$ (849.62)
80	08/19/19	Dudek-Construction Management Well 4-9					\$ 22,521.09					\$ (22,521.09)
81	08/20/19	Insitu-Transducer rental well 4-9					\$ 454.72					\$ (454.72)
82	08/27/19	BBK-Review A&R Bond						\$ 535.50				\$ (535.50)
83	09/04/19	Insitu-Transducer rental well 4-9					\$ 429.93					\$ (429.93)
84	09/04/19	SDGE-Electrict well 4-9					\$ 1,060.00					\$ (1,060.00)
85	09/04/19	Southwest Pump-construction of well 4-9					\$ 55,029.85					\$ (55,029.85)
86	09/04/19	US Bank Charge card-chlorine well 4-9					\$ 125.93					\$ (125.93)
87	09/09/19	Pacific Pipe-Supplies Double O Pipeline project						\$ 26,476.36				\$ (26,476.36)
88	09/16/19	Terry Robertson-Double O Pipeline replacement						\$ 491,504.35				\$ (491,504.35)
89	09/23/19	Dudek-Construction Management well 4-9					\$ 31,886.86					\$ (31,886.86)
90	09/23/19	Insitu-Transducer rental well 4-9					\$ 74.35					\$ (74.35)
91	09/23/19	Pacific Pipe-Meter boxes lids-Double O project						\$ 4,582.64				\$ (4,582.64)
92	09/30/19	BBK-Review change order A&R						\$ 204.00				\$ (204.00)
93	09/30/19	Dudek-Construction Management Well 4-9					\$ 1,260.00					\$ (1,260.00)
94	10/08/19	Dudek-Construction Management Well 4-9					\$ 4,305.00					\$ (4,305.00)
95	10/08/19	Southwest Pump-construction of well 4-9					\$ 44,548.38					\$ (44,548.38)
96	10/16/19	Dudek-Construction Management Well 4-9					\$ 17,778.75					\$ (17,778.75)
97	10/16/19	Dudek-investigation of second production well						\$ 600.00				\$ (600.00)
98	10/16/19	Pacific Pipe-Well 5 upgrade				\$ 5,553.49						\$ (5,553.49)
99	10/21/19	McCalls Meters-Meters for Pipeline phase 1						\$ 11,636.47				\$ (11,636.47)
100	10/21/19	Pacific Pipeline Supply-Tools/supplies well 5 upgrade				\$ 577.94						\$ (577.94)
101	10/21/19	Jeffrey Smith-Appraisal well #2 site investigation						\$ 1,000.00				\$ (1,000.00)
102	10/29/19	Jerry Rotwing-Well #2 site investigation						\$ 3,750.00				\$ (3,750.00)
103	11/05/19	Brax company-materials well 5				\$ 166.04						\$ (166.04)
104	11/05/19	Manuel Rodrigues-DeAnza concrete-Well 5				\$ 1,450.90						\$ (1,450.90)
105	11/12/19	Downstream-video/clean Club Circle								\$ 92,804.00		\$ (92,804.00)
106	11/18/19	Dudek-Construction Management well 4-9					\$ 360.00					\$ (360.00)
107	11/18/19	Pacific Pipe-Materials for Well 11/Well 16				\$ 12,532.02						\$ (12,532.02)
108	11/18/19	Jerry Rotwing-Well #2 site investigation							\$ 250.00			\$ (250.00)
109	11/16/19	Brax company-ID4-9 electric hook-up					\$ 146,691.66					\$ (146,691.66)
110	11/26/19	Pacific Pipe-Well 11 upgrades				\$ 2,810.62						\$ (2,810.62)
111	12/11/19	Freight Charge				\$ 623.29						\$ (623.29)
112	12/23/19	BBK-real property acquisition-Well #2							\$ 265.50			\$ (265.50)
113	12/20/19	DeAnza Ready mix-Road base Well 4-9					\$ 1,377.22					\$ (1,377.22)
114	12/20/19	Pacific Pipe-Well 16 upgrades				\$ 5,904.65						\$ (5,904.65)
115	12/23/19	Brax-Well repairs				\$ 1,539.07	\$ 270,188.02					\$ (271,727.09)
116												
117		BOND FUND BALANCE	\$ 5,654,707.13	\$ -	\$ 147,390.19	\$ 666,068.78	\$ 1,513,550.25	\$ 618,714.95	\$ 38,919.88	\$ 92,804.00	\$ 23,203.57	\$ 2,554,055.51
118												
119								12/31/2019	MMA			\$ 2,508,713.44
120								12/31/2019	Checking			\$ 45,342.07
121								12/31/2019	Total Bond funds			\$ 2,554,055.51

IV.B

WATER & WASTE

WATER
OPERATIONS
REPORT

December 2019



BORREGO WATER DISTRICT

DECEMBER 2019

WATER OPERATIONS REPORT

WELL	TYPE	FLOW RATE	STATUS	COMMENT
ID1-8	Production	350	In Use	
ID1-10	Production	300	In Use	
ID1-12	Production	900	In Use	
ID1-16	Production	750	In Use	
Wilcox	Production	80	In Use	Diesel backup well for ID-4
ID4-4	Production	400	In Use	
ID4-11	Production	900	In Use	Diesel engine drive exercised monthly
ID4-18	Production	150	In Use	
ID5-5	Production	850	In Use	


System Problems: All production wells are in service. All reservoirs are in operating condition.

WASTEWATER OPERATIONS REPORT

Rams Hill Wastewater Treatment Facility serving ID-1, ID-2 and ID-5 Total Cap. 0.25 MGD (million gallons per day):

Average flow: 78,565 (gallons per day)

Peak flow: 179200 gpd Friday, December 27, 2019



IV.C
WATER
**PRODUCTION/
USE RECORDS**

December 2019



BORREGO WATER DISTRICT

WATER PRODUCTION SUMMARY

DECEMBER 2019

DATE	WATER USE	WATER PROD	WATER %NRW	ID4 USE	ID4 PROD	ID4 %NRW	TOTAL USE	TOTAL PROD
Dec-17	23.23	26.28	11.60	80.91	89.46	9.55	104.14	115.73
Jan-18	19.40	19.95	2.74	86.60	95.01	8.85	106.01	114.96
Feb-18	19.77	21.14	6.49	78.55	87.58	10.31	98.32	108.72
Mar-18	19.90	20.26	1.77	73.56	80.32	8.42	93.46	100.58
Apr-18	22.01	22.72	3.11	88.49	99.08	10.69	110.50	121.80
May-18	25.10	25.46	1.40	98.95	108.29	8.62	124.05	133.75
Jun-18	29.06	29.87	2.72	100.42	108.40	7.36	129.48	138.28
Jul-18	30.87	31.47	1.89	96.80	111.42	13.12	127.67	142.89
Aug-18	36.34	38.25	4.99	124.77	142.84	12.65	161.11	181.09
Sep-18	34.31	37.40	8.26	105.93	117.15	9.58	140.24	154.55
Oct-18	29.96	30.42	1.49	118.14	129.33	8.65	148.10	159.74
Nov-18	24.75	25.62	3.41	100.65	109.27	7.89	125.39	134.89
Dec-18	16.14	22.36	27.80	71.19	80.13	11.16	87.33	102.49
Jan-19	14.91	16.84	11.47	58.48	64.29	9.04	73.39	81.13
Feb-19	14.99	16.06	6.70	58.89	66.49	11.42	73.88	82.55
Mar-19	15.35	15.75	2.51	55.83	62.48	10.65	71.18	78.23
Apr-19	20.31	20.97	3.18	90.96	98.41	7.57	111.26	119.38
May-19	23.79	25.13	5.33	83.92	92.63	9.41	107.70	117.76
Jun-19	36.31	37.19	2.36	93.43	96.69	3.37	129.74	133.88
Jul-19	44.09	45.49	3.08	115.58	123.04	6.07	159.67	168.53
Aug-19	37.02	38.56	3.99	111.63	114.37	2.39	148.65	152.92
Sep-19	40.68	39.71	-2.45	109.34	120.76	9.45	150.03	160.47
Oct-19	34.33	35.76	3.99	118.92	123.91	4.03	153.25	159.66
Nov-19	27.05	28.10	3.76	94.68	103.96	8.92	121.73	132.06
Dec-19	13.51	14.99	9.82	59.08	64.93	9.01	72.59	79.91
12 Mo. TOTAL	322.34	334.54	4.48	1050.73	1131.95	7.61	1373.07	1466.50

Totals reflect Water (ID1 & ID3) and ID4 (ID4 & ID5) . Interties to SA3 are no longer needed to be separated. ID4 and SA5 are combined because all water production is pumped from ID4.

All figures are in Acre Feet of water pumped.

NOTE: ID1 Fire flow line break at La Casa not metered.

NON-REVENUE WATER SUMMARY (%)

DATE	WATER	ID-4	ID-5	DISTRICT-WIDE AVERAGE
Dec-19	9.82	9.01	N/A	9.41
12 Mo. Average	4.48	7.61	N/A	6.04



**IV.D
GENERAL
MANAGER
REPORT**

BORREGO WATER DISTRICT
BOARD OF DIRECTORS MEETING
JANUARY 28, 2020
AGENDA ITEM IV.D

January 23, 2020

TO: Board of Directors

FROM: Geoffrey Poole, General Manager

SUBJECT: General Manager Report

1. BS Basin Ground Water & Water Quality Monitoring Program (+ well abandonment) – Petersen/Jones. Jay Jones and John Petersen will provide an update on their efforts in this area.
2. Grants Update – Rick Alexander will be present to update the Board on his activities
3. Updated Borrego Springs Sub Basin Well List – M Panchal has the final well count and will provide that information at the meeting
4. SB 929 Website Revisions – Staff has added information to BWD website to comply with SB 929, the requirements follow. The necessary changes have already been made to the BWD site.
 1. Having a working website
 2. Contact information for the district
 3. The most recent agenda (posted 72 hours in advance of each upcoming regular meeting) on home page
 4. The State Controller's reports for the district's Financial Transaction Report
 5. Board, and Staff Compensation Report (or a link to each of the State Controller's websites)
 6. An Enterprise System Catalog
 7. Fee Information
 8. SB998 Policy
5. Risk Management Policy: Staff in consultation with Brian Brady, will have a Draft Risk Management Policy ready for Committee review in early February.
6. US Gypsum Acquisition of Viking Ranch. Dudek has submitted a draft Habitat Mitigation and Monitoring Plan that is centered on Viking Ranch to USG for their review and approval. Once comments are received, the appropriate revisions to that document will be made and sent to the Corps of Engineers for their review. It is anticipated that BWD will soon be contacted by USG regarding land acquisition.
7. Projected Bond Financed Project Expenditures Jan 2020 thru Jul 2022. Attached is the updated Cash Flow Projections for BWD Bond Financed Projects. To date \$3.1 million of the \$5,654,707 available has been expended. The remaining \$2.5 will be spent on Replacement Well #2 (\$1.5 M), Phase II Pipelines (\$400 K) and Sewer System Upgrades (\$500 K) and the remaining funds will be spent on fire hydrant repairs. The exact amount will be better known following the bid opening for the remaining projects.
8. Finance Officer Advertising. BWD is currently looking for Kim's replacement. Her retirement is scheduled for July 10th.
9. Materials Distributed at January 14th meeting.
 - a. WM Board Candidate Questions (see item II.B)

Project	BUDGET	To Date	Jan-20	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan-21	Feb	Mar	Apr	May	Jun	Jul			
Replacement Well #1	\$ 1,500,000	\$ 1,513,550																				\$ -	1,513,550	
Replacement Well #2	1,584,700	38,919	25,000	100,000	75,000	75,000	250,000	250,000	250,000	120,000	40,000	50,000	39,700	10,000	9,721	250,000	-					\$ 1,544,421	1,583,340	
Pipelines Phase I	752,600	618,714																				\$ -	-	
Pipelines Phase I Interconnections	105,000	-	100,000																			\$ -	618,714	
Pipelines Phase II	495,000				50,000	150,000	150,000	55,000														\$ 100,000	100,000	
Well Manifold Pipe	760,000	666,068																				\$ 405,000	405,000	
Fire Hydrants	337,500	23,203			50,000	50,000	37,500															\$ -	666,068	
Sewer - Club Circle Inspect	350,000	92,804																				\$ 137,500	160,703	
Sewer - Am Legion Pipe Repair	150,000				50,000	100,000																\$ -	-	
Sewer - Misc Improvements	257,196									100,000	100,000	57,496										\$ 150,000	150,000	
		\$ 2,953,258	\$ 125,000	\$ 100,000	\$ 225,000	\$ 375,000	\$ 437,500	\$ 305,000	\$ 350,000	\$ 220,000	\$ 97,496	\$ 50,000	\$ 39,700	\$ 10,000	\$ 9,721	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 257,496	514,692
Total Bond Amount	\$ 6,291,996																					\$ 2,594,417	5,547,675	
Expenses	\$ 2,953,258																							
Remaining	\$ 3,338,738																							
TOTAL BOND FUNDS AVAIL	\$ 5,654,707																							