

**Borrego Water District Board of Directors**  
**Regular Meeting**  
**February 23, 2021 @ 9:00 a.m.**  
**806 Palm Canyon Drive**  
**Borrego Springs, CA 92004**

COVID-19 UPDATE: The Borrego Water District Board of Directors meeting as scheduled in an electronic format. BWD will be providing public access to the Meeting thru electronic means only to minimize the spread of the COVID-19 virus, based upon direction from the California Department of Public Health, the California Governor's Office and the County Public Health Office. Anyone who wants to listen to or participate in the meeting is encouraged to observe the GO TO MEETING at:

Borrego Water District Regular Board Meeting  
Tue, Feb 23, 2021 9:00 AM - 12:00 PM (PST)  
Please join my meeting from your computer, tablet or smartphone.  
<https://global.gotomeeting.com/join/632525861>  
You can also dial in using your phone.  
United States: +1 (646) 749-3129  
Access Code: 632-525-861

**I. OPENING PROCEDURES -**

- A. Call to Order:**
- B. Pledge of Allegiance**
- C. Roll Call**
  - President Dice
  - Vice President Brecht
  - Secretary Duncan
  - Director Johnson
  - Director Baker
- D. Approval of Agenda**
- E. Approval of Minutes**
  - 1. January 12, 2021 Special Board Meeting (2-5)
  - 2. January 26, 2021 Regular Board Meeting (6-10)
- 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- None**

**II. ITEMS FOR BOARD CONSIDERATION AND POSSIBLE ACTION -**

- A. Policy Decisions on Water and Sewer Rates for Proposition 218 Cost of Service Study – Kevin Kostiuk, Raftelis Financial Consultants (RFC) (11)**
- B. Draft Procedures for Reversing COVID Related Billing Adjustments – D Del Bono (12-13)**
- C. Letter of Support – Clean Water Action – D Johnson (14-16)**
- D. Approve Resolution No. 2021-02-01 Accepting an Easement from La Casa Del Zorro for Sewer line Replacement – D Dale (17-26)**

AGENDA: February 23, 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.

- E. Interim Borrego Springs Subbasin Watermaster Board – G Poole, D Duncan/K Dice
  - A. Update on Board Activities – VERBAL D Duncan (27)

**III. AD HOC COMMITTEE REPORTS –**

- A. Stipulated Judgment – Brecht/Duncan
- B. Risk Management Policy – Brecht/Dice
  - 1. Updated Risk Management Policy and Report (28-37)
- C. Grant Funding – Dice/Johnson
- D. Association of California Water Agencies/Joint Powers Authority – Dice/Johnson
- E. Organizational Staffing - Dice/Duncan
- F. Prop 218 and BWD Developers’ Policy – Brecht
- G. Public Outreach – Dice/Baker
- H. Operations and Infrastructure – Duncan/Baker

**IV. MONTHLY FINANCIAL & OPERATIONS REPORTS**

- A. Financial Reports: January 2021 (38-52)
- B. Water and Wastewater Operations Report: January 2021 (53-59)
- C. Water Production/Use Records: January 2021 (60-61)

**V. STAFF REPORTS - VERBAL (62-66)**

- A. Administration – D Del Bono
- B. Engineering- D Dale
- C. Operations – A Asche
- D. Wastewater- R Martinez
- E. Vehicle Replacement Policy Update – J Clabaugh
- F. General Manager- G Poole
  - a. Improperly Abandoned Well Update – G Poole
  - b. De Anza Pipeline Acceptance – G Poole

**VI. CLOSED SESSION:**

- A. Conference with Legal Counsel - Significant exposure to litigation pursuant to paragraph (3) of subdivision (d) of Section 54956.9: (Two (2) potential cases)
- B. Conference with Legal Counsel – Existing Litigation (BWD v. All Persons Who Claim a Right to Extract Groundwater, et al. (San Diego Superior Court case no. 37-2020-00005776)
- C. CYBER SECURITY: Government Code, section 54957(a)

**II. FOR BOARD CONSIDERATION AND POSSIBLE ACTION – CONTINUED**

- F. First Amendment to Borrego Springs Sub Bsin Settlement Agreement/Stipulated Judgment **(67)**

- VII. CLOSING PROCEDURE:** The next Board Meeting is scheduled for 9:00 AM March 9, 2021 to be available online. See Board Agenda at BorregoWD.org for details, Agenda information available at least 72 hours before the meeting

AGENDA: February 23, 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.

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**Borrego Water District Board of Directors**  
**MINUTES**  
**Special Meeting**  
**January 12, 2021 @ 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, Baker, Johnson  
Staff: Geoff Poole, General Manager  
Jessica Clabaugh, Finance Officer  
David Dale, District Engineer  
Alan Asche, Operations Manager  
Diana Del Bono, Administration Manager  
Roy Martinez, WTF Operator III  
Esmeralda Garcia, Administrative Assistant  
Wendy Quinn, Recording Secretary  
Public: Mike Zizzi, Leaf & Cole Jack Kuhrtz  
Nora O'Brien, Best Best & Krieger

D. Approval of Agenda: *MSC: Brecht/Johnson approving the Agenda as written. The roll call vote was unanimous.*

E. Approval of Minutes: None

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

G. Comments from Directors: None

H. Correspondence Received from the Public: Geoff Poole invited the Board's attention to a letter he received from Supervisor Jim Desmond thanking him for his leadership and assistance, particularly in the successful effort to seat a County representative on the WMB.

II. A. Presentation and Acceptance of 2019-2020 Audited Financial Statements: Mike Zizzi of Leaf and Cole Auditors summarized the audited financial statements for 2019-2020. They included the independent auditor's report, cash flow statement, transmittal letter and required supplemental information. At the end of the year, the District had \$7,882 in cash and cash equivalents, a \$1,913 decrease from the prior year due to expenditure of bond funds. Almost \$70,000 was earned in investment income, compared to \$80,000 last year; again, due to expenditure of bond funds. Capital projects totaled \$2.7 million. Property tax revenue was \$66,723. Director Brecht requested a three-year comparison in the next audit report. *MSC: Brecht/Baker accepting the audit for 2019-20. The roll call vote was unanimous.*

B. Risk Issues and Risk Management Strategy by Priority: Director Brecht presented a list of risk issues, hopefully to be included in the 2021-22 budget to show how the District is managing its financial risks. This is also something banks will look at when we incur additional debt. The issues included risk to municipal water supply distribution system from deferred R&R that results in catastrophic loss of service and materially increased costs for R&R, sewer and wastewater treatment plant R&R financial shortfalls risk, basin water levels risk to existing BWD production wells from improper reductions to 2040 sustainable yield, risk to BWD's future revenue stream resulting from loss of \$1 billing view shed due to dust pollution caused by physical solution's fallowing standards, basin water quality risk to existing and future BWD

production wells from improper reductions to 2040 sustainable yield, Rams Hill flood risk management facility failure due to increased probability from flooding from Anthropogenic Climate Disruption and need for upgraded flood control standards since Rams Hill facility was built in the 1980s, BWD production wells risk from improperly abandoned wells in sub basin, risk from hacking of BWD networks, and risk of BWD needing to conduct its own independent risk analysis from SDCWA's choice of Route 3A through Borrego for Regional Conveyance System route. Director Duncan agreed to urge the WMB to establish a policy to deal with abandoned wells. Mr. Poole reported that he had investigated insurance for possible contamination of BWD's well near one being drilled by the high school, and it would have cost \$80,000 a year. The District does have coverage for cyber security and does quarterly checks. Director Baker offered to help with cyber security issues, and Mr. Poole suggested that the Risk Management/Pandemic Committee assign individual tasks. Director Johnson suggested asking the WMB Environmental Working Group to work on air quality issues.

C. Letter of Support from BWD for a grant application to the Bureau of Reclamation, from the Borrego Valley Endowment Fund, under the BuRec Cooperative Watershed Management Program: Director Johnson explained a grant opportunity from the Bureau of Reclamation, a part of the Water Smart Program, aimed at conserving water in the western states. It would provide \$50,000 a year for two years. The leadership group of the Stewardship Council is looking at retaining a watershed coordinator to hold meetings and support the community representative on the WMB. The Borrego Valley Endowment Fund is submitting the grant application and is hoping for a letter of support from BWD, which David Garmon will prepare. ***MSC: Brecht/Johnson authorizing a letter of support from BWD to the Bureau of Reclamation in support of BVEF's grant application. The roll call vote was unanimous.***

D. Resolution No. 2021-0-01 Authorizing the General Manager to execute the 100% CONSTRUCTION LOAN FORGIVENESS AGREEMENT NO. SWRCBD2001017 BY AND BETWEEN BORREGO WATER DISTRICT AND CALIFORNIA STATE WATER RESOURCES CONTROL BOARD FOR THE PURPOSE OF THE WASTEWATER TREATMENT PLANT UPGRADE PROJECT: C-06-8199-110: Mr. Poole announced that a \$478,000 grant had finally been approved for improvements to the wastewater treatment plant. A proposed Resolution was included in the Board package, authorizing the General Manager to execute the 100 percent construction loan forgiveness agreement. Nora O'Brien from Best Best & Krieger explained that in October 2015, the Board adopted a Resolution authorizing the grant application. The agreement before the Board today sets forth the terms and conditions for forgiving the reimbursement loan. She noted she had added some of the District's debt obligations to Exhibit D. Once the agreement is signed, she will provide an Opinion of General Counsel.

Roy Martinez presented photos of the work planned for the treatment plant. It includes replacement of the headworks grit unit. Director Duncan asked whether the new unit could be enclosed to eliminate odors, and Mr. Martinez agreed to look into it. Also scheduled are replacement of the oxidation ditch decanting control unit, the sludge holding tank diffusers and the sludge holding tank isolation valves; and rehabilitation of the two clarifiers. David Dale estimated the work could begin in about two months and would take two more months to complete. ***MSC: Brecht/Johnson adopting Resolution No. 2021-0-01 Authorizing the General Manager to execute the 100% Construction Loan Forgiveness Agreement: No. SWRCBD2001017 by and between Borrego Water District and California State Water Resources Control Board for the Purpose of the Wastewater Treatment Plant Upgrade Project: C-06-8199-110. The roll call vote was unanimous.***

E. Election of Officers: ***MSC: Brecht/Johnson reelecting the existing officers for another two-year term. The roll call vote was unanimous.*** Director Brecht recommended initiating the process to include Director Baker as a signatory on the BWD bank account.

F. Borrego Springs Basin Interim Watermaster:

1. Update on Activities. Director Duncan reported that the next WMB meeting was scheduled for January 14, 2021. Action items will include appointment of members of the Environmental Working Group and reassigning the Wildermuth Environmental contract to West Yost. The Environmental Working Group will begin meeting in February.

### **III. STAFF REPORTS**

**A. Water Sales and Revenues Update:** Jessica Clabaugh presented charts showing water revenue for December, sales and a three-year comparison. Sewer consumption and receivables were slightly up. Staff is keeping in touch with customers, and some are on payment plans.

**B. Conflict of Interest Code Update:** Esmeralda Garcia explained the confusion that arose at the last meeting regarding whether the Finance Officer needs to file a statement of economic interests (700 form). There is one Code for officers and employees, which covers the Finance Officer, and another for consultants. The forms have been consolidated.

**C. Public Outreach Committee Update:** President Dice recommended submitting an article for the *Borrego Sun* regarding the District's accomplishments in the last year, plans for the future and how the ratepayers' money is spent. She noted that a newsletter had been included in the bills. Director Johnson requested a copy via e-mail. Director Baker suggested providing information on the Proposition 218 process and the CIP in the newsletter and website, and perhaps at some community meetings. She noted that she had written a story about a pipeline project on the Borrego Springs 92004 Facebook page before she joined the Board. Discussion followed regarding whether this would be appropriate for a Director to do. President Dice explained that comments on controversial or legal matters would not be appropriate, but she saw no problem with a story. She will discuss this further with Director Baker and Mr. Poole.

### **IV. CLOSED SESSION:**

**A. Conference with Legal Counsel – Significant exposure to litigation pursuant to paragraph (3) of subdivision (d) of Government Code Section 54956.9: (Two (2) potential cases):**

**B. Conference with Legal Counsel – Existing Litigation (*BWD v. All Persons Who Claim a Right to Extract Groundwater, et al.*, San Diego Superior Court case no. 37-2020-00005776):**

The Board adjourned to closed session at 11:20 a.m., and thereafter, the open session reconvened. There was no reportable action.

### **V. CLOSING PROCEDURE**

The next Board Meeting is scheduled for January 26, 2021 at Borrego Water District, 806 Palm Canyon Drive, Borrego Springs, CA 92004. There being no further business, the Board adjourned.

**Borrego Water District Board of Directors**  
**MINUTES**  
**Regular Meeting**  
**January 26, 2021 @ 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, Baker, Johnson

Staff:                      Geoff Poole, General Manager  
David Dale, District Engineer  
Jessica Clabaugh, Finance Officer  
Diana Del Bono, Administration Manager  
Alan Asche, Operations Manager  
Roy Martinez, WTF Operator III  
Esmeralda Garcia, Administrative Assistant  
Wendy Quinn, Recording Secretary

Public:                      Robert Porr, Fieldman/Rolapp  
Lora Carpenter, Fieldman/Rolapp  
Bill Berkley

D. Approval of Agenda: *MSC: Brecht/Johnson approving the Agenda as written. The roll call vote was unanimous.*

- E. Approval of Minutes:
  - 1. December 8, 2020 Special Board Meeting. *MSC: Brecht/Johnson approving the Minutes of the Special Board Meeting of December 8, 2020 as written. The roll call vote was unanimous.*
  - 2. December 22, 2020 Regular Board Meeting. *MSC: Brecht/Johnson approving the Minutes of the Regular Board Meeting of December 22, 2020 as corrected (Item II.B title, change “Bi-Ennial” to “Biannual”). The roll call vote was unanimous.*

- F. Comments from the Public and Requests for Future Agenda Items: None
- G. Comments from Directors: None
- H. Correspondence Received from the Public: None

**II. ITEMS FOR BOARD CONSIDERATION AND POSSIBLE ACTION**

A. Water and Sewer Financing Plan Update: Geoff Poole introduced a continuation of the Proposition 218 rate-setting process in which rates for the next five years will be set in June. Fieldman/Rolapp and Associates have been assisting with the complicated modeling process for projecting revenues, expenses and capital projects. Raftelis is working on another model for meter charges, commodity rates and what type of financing will be needed so as to avoid putting all the burden for capital improvements on the ratepayers. The models used by Fieldman/Rolapp and Raftelis will need to match.

Lora Carpenter of Fieldman/Rolapp presented slides showing the model to forecast revenues and expenses. Financial planning is underway to identify recommendations for how much debt to incur and when. The goal is to combine financial forecasting and strategic thinking to ensure sufficient funding for operating, capital and debt service needs. Capital funding options include available cash and reserves, current year revenue, long-term debt, government subsidized loans, and grants.

Ms. Carpenter showed a chart depicting financial forecasting through 2032, including a four percent per year increase in water revenue through 2029 and in sewer revenue through 2026, and three percent thereafter. She suggested incurring debt of \$2 million in 2022, \$7 million in 2026 and \$5 million in 2029. For the 2022 debt, upon District approval, the next steps will include drafting legal documents, soliciting RFPs, selecting a bank and negotiating the terms. Refinancing of the 2018 debt could be included. The process should take about 90 days total, recommended to begin after completion of the 218 process.

Issues for Board discussion included a reserve policy amendment. The target level now is a five-year rolling average of repair and replacement and CIP, and the District needs to decide how much to set aside to ensure sufficient funds when needed as well as a contingency fund. Ms. Carpenter suggested a goal of \$1.5 million. Another discussion item was frequency of rate increases. Director Baker inquired about the recommended debts, and why they were uneven. Mr. Poole explained that it is based on the CIP needs, which vary from year to year.

Discussion followed regarding the frequency of rate increases. Mr. Poole suggested two percent increases in January and July, or just one increase in January instead of July when water demand is higher. The Board agreed to recommend one annual rate increase in October, the start of the “water year.” Mr. Poole will notify Raftelis.

**B. Approval of Plans/Specifications and Bid Documents for the Bending Elbow, Weather Vane, Rocking Chair, Walking H and Double O Pipeline Project – Capital Improvement Projects Number 1 and 3A:** David Dale pointed out that these pipeline projects are priorities because of multiple breaks in the area and the fact that the existing pipes are small, reducing fire flow capacity. The \$580,000 cost is included in the CIP. The plans and specifications are being submitted to the Board for review today. The design was done in house. Director Baker noted that the list of Directors in the documents still included former Director Delahay, and Mr. Dale promised to make the correction. ***MSC: Brecht/Duncan approving the plans/specifications and bid documents for the Bending Elbow, Weather Vane, Rocking Chair, Walking H and Double O Pipeline Project – Capital Improvement Projects Number 1 and 3A. The roll call vote was unanimous.***

**C. Approval of Plans/Specifications and Bid Documents for the Wastewater Treatment Plant Rehabilitation Project (Grant Funded):** Mr. Dale noted that the Board had previously approved the grant-related refunding agreement with the State Water Resources Control Board, and now approval was being requested for the plans/specifications and bid documents. The tentative bid opening will be March 2. ***MSC: Brecht/Johnson approving the plans/specifications and bid documents for the wastewater treatment plant rehabilitation project (grant funded). The roll call vote was unanimous.***

**D. Policy Statement 2021-01-01, Lien of Property for Delinquent Charges:** Diana Del Bono invited the Board’s attention to the proposed Policy Statement in the Board package. It provides a clarification of existing provisions in the Administrative Code by listing the steps the District would take to place a lien on property. The lien would be forwarded to the County to include on the delinquent individual’s tax bill. Director Johnson asked whether the District had a written policy of not discontinuing water service during COVID. Ms. Del Bono said that was the policy but would double check to see whether it is in writing. ***MSC: Brecht/Johnson approving Policy Statement 2021-01-01, Lien of Property for Delinquent Charges. The roll call vote was unanimous.***

**E. BWD Board Committee Assignments:** After discussion, the Board agreed to change the Operations and Infrastructure Committee from a Standing Committee to an Ad Hoc, and retain the existing membership on all committees.

**F. Interim Borrego Springs Subbasin Watermaster Board:**

1. Update on Board Activities. Director Duncan announced the next WMB meeting, February 4. At the last meeting, the WMB approved four members of the Environmental Working Group: Mike Wells, Jim Dice, John Peterson and Jana McKenna. The first meeting will be in February.

Director Duncan explained an active discussion arising from a *Borrego Sun* article by Rebecca Falk concerning the Brown Act. The negotiators of the Stipulated Agreement voluntarily agreed to follow the Brown Act, but they are not required to because they are not a public agency. It is a contractual

agreement among the stipulating parties, and any violations of the Brown Act would be handled by the judge. The Board and staff are functioning under the Brown Act and have not violated it. They are working with counsel on how to communicate this to the public.

### III. STANDING AND AD-HOC BOARD COMMITTEE REPORTS

President Dice noted that on future Agendas, this item should be titled, “Ad-Hoc Committee Reports.”

**A. STANDING:**

1. Operations and Infrastructure. No report.

**B. AD-HOC:**

a. Stipulated Judgment Implementation. No report.

b. Risk Management/Pandemic.

i. Updated Risk Management Brief. Director Brecht invited the Board’s attention to the draft Risk Management Policy in the Board package, to be included in the FY 2022 budget. The suggested additions were shown in red. The biggest change was in cyber security, based in input from Director Baker. Director Baker explained that the District needs to evaluate how well it is following its procedures. Mr. Poole suggested contracting with the District’s IT company for a review, using a standard set of questions and documenting the results. He will ask the District’s computer consultant how much he would charge, and if under \$5,000, authorize it. Director Baker pointed out that the IT company needs to agree to be audited, respond to questions and write the audit report. She will prepare the questions.

c. Grant Funding. Mr. Poole reported that staff was responding to questions regarding the grant for reservoir replacement and approval appears imminent.

i. Discussions with Potential Grant Consultant(s). Mr. Poole noted that about a year ago he had requested a proposal from Woodward Clyde for pursuit of grant opportunities. Their estimated fee was \$20,000. Since then, he learned of another consultant, Holly Alpert, who works with the IRWM program in Inyo/Mono Lake. He and Director Johnson talked to her yesterday. Director Johnson added that Dr. Alpert has a PhD from UC Santa Cruz in environmental studies and specializes in assisting small agencies to obtain grants. She would identify funding opportunities, prioritize them and develop a funding plan. Mr. Poole has requested an updated proposal from her and will discuss it at the next meeting. He asked Director Johnson to arrange for her to be available by phone at that time. Dr. Alpert estimated a fee of \$2,200 for 20 hours. Director Johnson suggested limiting her services to six months.

d. Association of California Water Agencies/Joint Powers Authority. No report.

e. Organizational Staffing. No report.

f. Prop 218 and BWD Developers’ Policy. No report.

g. Public Outreach. President Dice reported that she, Director Baker and Mr. Poole had written an article for the *Borrego Sun* and the BWD newsletter. It deals with the treatment plant improvements and the Borrego Valley Road project.

### IV. MONTHLY FINANCIAL & OPERATIONS REPORTS

**A. Financial Reports: December 2020:** Jessica Clabaugh presented the December 31, 2020 Treasurer’s Report, showing cash and cash equivalents of \$7.1 million. Cash flow for December was \$23,000 over budget. Tax apportionment revenues were over \$54,000. Operating expenses were under budget in most categories. ACWA dues of \$12,000 were paid. Stipulation legal costs were \$20,000. CIP expenses included the projects discussed earlier today by Mr. Dale, as well as completion of the De Anza project from bond funds and the replacement main at La Casa Del Zorro. The audit has been officially completed.

**B. Water and Wastewater Operations Report: December 2020:** Alan Asche reported that the new SCADA system was nearing completion. Staff is now purchasing software and obtaining licensing. Electrical panel upgrades at Well 11 have been completed. Meter replacement on Double O and Frying pan is beginning, and meters at De Anza and Fairway are being tested.

C. Water Production/Use Records: December 2020: Director Baker requested assistance in understanding these reports. Mr. Poole agreed to schedule an explanation at the next meeting.

## V. STAFF REPORTS

1, Administration. Ms. Del Bono reported that customers can now view their statements and pay their bills on line. This saves time for both customers and staff, as well as saving money. Esmeralda Garcia has been working with delinquent customers and had good response in working out payment plans. She is also working to lower the cost on the copier contract. Ms. Del Bono has been monitoring the accounts payable and has mailed out the 1099s. The COVID prevention program was updated with new OSHA guidelines.

a. Future Agenda Items: Policy Clarifications Relating to Charges for Undeveloped Lots with Meters Already Installed & Fees and Charges for Meter Upsizing. Ms. Del Bono explained that there are several vacant lots with meters which were installed prior to the water credit requirement. If someone purchases such a lot, the issue of water credits needs to be addressed and perhaps included in the New Developers' Policy. Mr. Poole reported he was working on the issue with Best, Best & Krieger. The preliminary conclusion is that the buyer should not be charged for water credits. He will present some draft language at the next meeting.

On the issue of upsizing, Mr. Poole explained that currently, a customer wanting to upsize their meter must pay all fees and charges like a new customer. However, the Fire Department is requiring sprinklers for new construction, which requires a one-inch meter instead of the typical existing ¾-inch. He will come back with a recommendation.

Ms. Del Bono will ask the crew at the next meter reading to indicate on the report whether the meter has a house associated with it. Director Baker asked Mr. Poole, at the next meeting, to explain why Best, Best & Krieger concluded that purchasers of lots with existing meters do not have to pay water credits.

2. Water Operations. This report was presented under the Water and Wastewater Operations Report.

3. Wastewater Operations. Roy Martinez invited the Board's attention to the Water and Wastewater Operations Report. He has been working with Mr. Poole and Mr. Dale on the new sewer line in Borrego Springs Road, as well as the new project going out to bid for the grit unit and clarifier. He will work with Mr. Asche and Greg Holloway to improve the written reports.

4. Engineering. Mr. Dale summarized the current projects, including the La Casa Del Zorro sewer, Well 5X, Bending Elbow, the wastewater treatment plant and tank replacement. He is pursuing grant opportunities for monitoring wells. Director Johnson asked whether the Santiago Estates residents have been notified of the upcoming Well 5X construction, and President Dice said that would be included in the outreach efforts. She is working with Director Baker, Mr. Poole and Ms. Garcia for Spanish translation.

## **VI. CLOSED SESSION**

**A.** Conference with Legal Counsel – Significant exposure to litigation pursuant to Government Code paragraph (3) of subdivision (d) of Section 54956.9 (Two (2) potential cases):

**B.** Conference with Legal Counsel – Existing Litigation (*BWD v. All Persons Who Claim a right to Extract Groundwater, et al.* (San Diego Superior Court case no. 37-2020-00005776)):

The Board adjourned to closed session at 12:15 p.m., and thereafter, the open session reconvened. There was no reportable action.

## **VII. CLOSING PROCEDURE**

The next Board Meeting is scheduled for February 9, 2021, to be available on line. See Board Agenda at [BorregoWD.org](http://BorregoWD.org) for details, available at least 72 hours before the meeting. There being no further business, the meeting adjourned.

BORREGO WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
FEBRUARY 23, 2021  
AGENDA ITEM II.A

February 18, 2021

TO: Board of Directors

FROM: Geoffrey Poole, General Manager

SUBJECT: Policy Decisions on Water and Sewer Rates for Proposition 218 Cost of Service Study – Kevin Kostiuk, Raftelis Financial Consultants (RFC)

**RECOMMENDED ACTION:**  
Receive Presentation from RFC

**ITEM EXPLANATION:**

Kevin Kostiuk and Lauren Demine from FRA have been working with BWD Staff and Director Brecht on the Proposition 218 water and sewer rate setting process. Every 5 years a comprehensive financial model is created to project revenues/expenses and determine the rates and charges needed to equitably fund operations satisfy debt service requirements and maintain/accumulate reserve funds. On or before June 2021, the BWD Board is expected to approve the Cost-of-Service Study associated with the 218 Process and set rates for 2021-22 thru 2026-27.

Representatives from Fieldman Rolapp and Associates presented information to the Board at the February 9<sup>th</sup> meeting on the debt service needs to fund operations and capital needs during 21-27. Kevin and Lora will be providing a presentation on their work to date and a discussion of key policy issues that should be considered as various water rate scenarios will be evaluated in the coming weeks/month.

**NEXT STEPS:**

A. Continue with Prop 218 Process

**FISCAL IMPACT:**

TBD

**ATTACHMENTS:**

1. None

BORREGO WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
FEBRUARY 23, 2021  
AGENDA ITEM II.B

February 18, 2021

TO: Board of Directors

FROM: Geoffrey Poole, General Manager

SUBJECT: Draft Procedures for Reversing COVID Related Billing Adjustments – D Del Bono

**RECOMMENDED ACTION:**

Discuss Draft Procedures and Direct Staff as Deemed Appropriate

**ITEM EXPLANATION:**

As a follow up to the February 9<sup>th</sup> Board Meeting, staff has prepared Draft Procedures for use when the Board desires to reverse COVID related billing adjustments. Since March 2020, BWD has discontinued shut offs for non-payment as well as suspended late fees during the pandemic. At the approximate same time, Governor Newsome halted any water shut offs due to non-payment, which is still in effect.

It is up to the discretion of each Agency when to start assessing late fees. Attached is a process that covers the timing of notifications and other steps that will be taken once the Board decided to reinstate late fee. Staffs recommendation is to give customers 60 days' notice from the day the Board approves reinstating the late fees until the late fees will go into effect.

**NEXT STEPS:**

1. TBD

**FISCAL IMPACT:**

TBD

**ATTACHMENTS:**

1. Draft Procedures

## BORREGO WATER DISTRICT

### REINSTATEMENT OF NORMAL BILLING OPERATIONS POST PANDEMIC

February 2021

During the COVID-19 19 Pandemic, the Borrego Water District (BWD) took steps to assist our customers affected by the pandemic by temporarily suspending water shut-offs per the Governor's order and by voluntarily suspending all late fees for non-payment beginning in March of 2020. The District offers payment plans for customers with delinquent accounts and continues to work with them in order to bring their accounts current.

The BWD will continue to follow the Governor's order of restricting water shut-offs to homes and small businesses while the State responds to the COVID-19 pandemic. BWD, however, may rescind suspension of late fees at the direction of the Board of Directors. Approval of the Board of Directors to rescind suspension of late fees will result in the following actions;

STEP #	ACTION
1)	BWD Board declares reinstatement of late fees with 60 days' notice.
2)	BWD will send all delinquent customers a 60-day notice of reinstatement of late fees. This notice will encourage customers with delinquent accounts to call the District to set up a payment plan or to pay off past due balances to avoid accruing late fees.
3)	BWD will send all customer a 30-day notice of reinstatement of late fee charges, similar to the 60-day notice as a courtesy reminder.
4)	After 60 days have passed. <ul style="list-style-type: none"><li>• All accounts will be subject to the assessment of late fees on all unpaid water charges and on late fee balances prior to March 2020 if a payment plan is not established or if their bill is not paid on time in accordance with the payment plan schedule. The various delinquency related charges will be evaluated each year and included in BWD Rate Chart.</li><li>• Red Tags will be sent to customers with delinquent accounts who have not set up a payment plan. Shut offs (if permitted by the Governor) will occur according to SB998 Policy. If shut offs are not permitted, a reminder notice/tag will be left at the door.</li><li>• In addition to Red Tags, Certified Letters will be mailed to customers with delinquent accounts notifying them that their account balance may be subject to San Diego County Tax Roll submission, in accordance with BWD's Lien policy</li></ul>
5)	In July BWD staff will present to the Board a listing of delinquent accounts to send to consider for San Diego County Tax Roll submission. The Board will make a final decision on which accounts to send.
6)	BWD staff will submit and administer Board approved accounts for Tax Roll submission.

BORREGO WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
FEBRUARY 23, 2021  
AGENDA ITEM II.C

February 18, 2021

TO: Board of Directors  
FROM: Geoffrey Poole, General Manager  
SUBJECT: Letter of Support – Clean Water Action – D Johnson

**RECOMMENDED ACTION:**

Discuss Letter of Support and Direct Staff as Deemed Appropriate

**ITEM EXPLANATION:**

Director Johnson has suggested this item be placed on the Agenda, see below and Draft Letter is attached:

**From:** Cristal Gonzalez  
**Date:** February 19, 2021 at 11:40:42 AM PST  
**To:** [ngo-groundwater-collaborative@googlegroups.com](mailto:ngo-groundwater-collaborative@googlegroups.com)  
**Subject:** [NGO Groundwater] Sign-on request; RSVP Tuesday noon

Good Morning Everyone,

I am circulating this [support letter](#) for sign-ons from your respective organizations. Clean Water Action, Community Water Center, Leadership Counsel for Justice & Accountability and Self-Help Enterprises submitted this letter of support to the Senate and Assembly Budget Committees earlier this month, asking for the legislature to set priorities on the governor's proposed \$60 budget allocation for SGMA implementation.

In the letter we express our support for the full funding of SGMA implementation, requesting that the proposed \$60 million budget appropriation be leveraged to support community drinking water impacts resulting from the implementation of local GSP's. We also outline recommendations for administration of the funding towards community capacity building and implementation of drinking water mitigation programs.

If you would like to sign-on please provide your name/title & organizational logo by **Tuesday (2/23) afternoon**.

**NEXT STEPS**

If approved forward Letter as requested

**FISCAL IMPACT**

None

**ATTACHMENTS**

1. Letter of Support

January 27, 2021

Honorable Bob Wieckowski  
Chair, Budget subcommittee #2 on Resources, Environmental Protection, Energy and Transportation  
State Capitol  
Sacramento CA 95814

**RE: #3860 Department of Water Resources (DWR) Sustainable Groundwater Management Program**

Dear Chair Wieckowski and committee members,

On behalf of the above-listed organizations, we request that the Governor's proposed \$60 million budget appropriation (\$30 million for FY 2020-2021 "early action"; \$30 million for FY 2021-2022) for the implementation of the Sustainable Groundwater Management Act (SGMA) be held open pending discussions with the administration of appropriate conditions for use of the funding. While we strongly support fully funding SGMA implementation, this funding needs to be leveraged in part to address community drinking water impacts resulting from the implementation of local Groundwater Sustainability Plans.

Several of our organizations participated in the development of Groundwater Sustainability Plans (GSPs) in multiple basins, and, with the support of technical assistance grants from Proposition 1, we were able to work with disadvantaged communities to understand, and quantify, the impact of those plans on water quality and quantity. Unfortunately, the input that we provided on draft plans seldom translated into protective policies and actions; and as a direct result, an independent analysis of the plans submitted to the Department of Water Resources (DWR) indicates that as many as 127,000 people will lose their drinking water supply, as water levels continue to decline due to the management actions described in the plans.

Despite the fact that overdrafted basins submitted plans over a year ago, DWR has provided no information regarding their adequacy to-date. Lacking such guidance, the funding proposed in the Governor's budget could be used inappropriately either to fix or to implement inadequate plans -- while doing little or nothing to address community drinking water impacts under the GSPs. We are very concerned that the proposed budget funding will only exacerbate these problems unless provisions are made to:

- 1) continue capacity-building and support for engagement of disadvantaged communities;
- 2) identify the impacts of the plans on these communities' drinking water (this must be done by obtaining complete information about all drinking water users' locations and well depths, and ensuring that GSAs' modeling will show the impact of GSAs' policy decisions and activities on drinking water users); and
- 3) develop and implement drinking water mitigation plans to address the predicted negative impacts of plan implementation.

We welcome the opportunity to work with staff to develop recommendations. At a minimum, we request that at least 10% of the funding be used for technical assistance grants to ensure continued engagement of impacted disadvantaged communities in plan implementation and at least 30% of the funding go to projects that protects drinking water, including implementing drinking water mitigation programs, in a manner that provides direct and tangible benefits to disadvantaged communities related

to water supply and/or quality, and are supported by an adequate analysis of and mitigation for their water supply and water quality impacts.

We'd also recommend that the budget committees gain a better understanding of how DWR, in conjunction with the State Water Board, intends to assess every GSP for adverse impacts to community drinking water supplies, and what steps DWR and the State Water Board will then take to mitigate those drinking water impacts.

Thank you for your leadership on this issue, and we look forward to working with you on this matter.

Sincerely,

*Jennifer Clary*  
State Director  
**Clean Water Action**  
[jclary@cleanwater.org](mailto:jclary@cleanwater.org)

*Jonathan Nelson*  
Policy Director  
**Community Water Center**  
[jonathan.nelson@communitywatercenter.org](mailto:jonathan.nelson@communitywatercenter.org)

*Amanda Monaco*  
Water Policy Coordinator  
**Leadership Counsel for Justice and Accountability**  
[amonaco@leadershipcounsel.org](mailto:amonaco@leadershipcounsel.org)

*Sonia Sanchez*  
Senior Community Development Specialist  
**Self-Help Enterprises**  
[SoniaS@selfhelpenterprises.org](mailto:SoniaS@selfhelpenterprises.org)

BORREGO WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
FEBRUARY 23, 2021  
AGENDA ITEM II.D

February 18, 2021

TO: Board of Directors  
FROM: Geoffrey Poole, General Manager  
SUBJECT: Acceptance of Easement from La Casa Del Zorro for Sewer line Replacement – D Dale

**RECOMMENDED ACTION:**

Approve Resolution No. 2021-02-01 Accepting an Easement from La Casa Del Zorro (LCDZ)

**ITEM EXPLANATION:**

A segment of the proposed new sewerline in front of LCDZ needs to be relocated to provide adequate depth/coverage over the pipeline. To accommodate the need, alignment of the new sewerline was moved towards LCDZ and an easement approximately 5' X 100' is needed. Attached is the Resolution accepting the easement from LCDZ. The Legal Description of the easement will be presented at the meeting.

**NEXT STEPS:**

1. Initiate Construction of Sewerline

**FISCAL IMPACT:**

TBD

**ATTACHMENTS:**

1. Resolution No. 2021-02-01 Accepting the Easement from LCDZ
2. Site Map

**RESOLUTION NO. 2021-02-01**

**RESOLUTION OF THE BOARD OF DIRECTORS OF BORREGO WATER DISTRICT ACCEPTING A GRANT OF SEWER EASEMENT FROM CWC LA CASA DEL ZORRO, LLC TO FACILITATE THE RELOCATION OF A SEWER LINE**

**WHEREAS**, the Borrego Water District (“District”) is conducting a project to relocate a sewer line (“Project”); and

**WHEREAS**, the sewer line is currently located within a parking lot of the La Casa Del Zorro Resort & Spa, generally located at 3845 Yaqui Pass Road, Borrego Springs, CA 92004, which is owned by CWC La Casa Del Zorro, LLC; and

**WHEREAS**, the purpose of the Project is to relocate the sewer line from a parking lot to a nearby right-of-way in order to alleviate the prevalence of foul odors that emanate from the sewer line underneath the parking lot; and

**WHEREAS**, CWC La Casa Del Zorro, LLC desires to give the District free of charge a sewer easement for a portion of its property in order for the District to relocate the sewer line and thereafter maintain the sewer line; and

**WHEREAS**, the District desires to accept the sewer easement for sewer relocation and maintenance purposes, as described and depicted in Exhibit “A,” which is attached hereto and incorporated herein by this reference, in order to access that portion of CWC La Casa Del Zorro, LLC’s property to relocate the sewer line; and

**WHEREAS**, Government Code Section 27281 requires the District’s Board of Directors to adopt a certificate or resolution of acceptance in order to accept this sewer easement; and

**WHEREAS**, the District evaluated the Project in light of the standards for environmental review outlined in the California Environmental Quality Act (Pub. Resources Code, §§ 21000 et seq.) and the California Code of Regulations (Cal. Code Regs., tit. 14, §§ 15000 et seq.) (“State CEQA Guidelines”); and

**WHEREAS**, the Project is exempt from CEQA review pursuant to Pub. Resources Code Section 21080.21, as well as State CEQA Guidelines Sections 15182(k), 15301, 15302, and 15303; and

**WHEREAS**, all other legal prerequisites to the adoption of this Resolution have been met.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE BOARD OF DIRECTORS OF THE BORREGO WATER DISTRICT AS FOLLOWS:**

**SECTION 1.** The recitals above are true and correct and are hereby incorporated herein by this reference.

**SECTION 2.** The District finds the Project statutorily and categorically exempt from further environmental review pursuant to Pub. Resources Code Section 21080.21 and State CEQA

Guidelines Section 15182(k), as well as State CEQA Guidelines Sections 15301, 15302, and 15303 because the Project involves an easement for the relocation of a sewer line less than one mile in length which is statutorily exempt from CEQA pursuant to Pub. Resources Code Section 21080.21 and State CEQA Guidelines Section 15182(k). Additionally, the relocation of the sewer line is exempt pursuant to State CEQA Guidelines Section 15301 as it involves the minor alteration of an existing public structure with no expansion of the existing use; State CEQA Guidelines Section 15302 as the relocation of the sewer line is located on the same property and would have the same purpose and capacity as the existing line to be relocated; and State CEQA Guidelines Section 15303, as the Project involves the construction and location of limited numbers of new, small facilities or structures. None of the “exceptions” to the use of the categorical exemptions exist pursuant to State CEQA Guidelines § 15300.2, as the Project will not be located within or adjacent to a particularly sensitive environment because the sewer line will be relocated in a public right-of-way. The Project will not result in a potentially significant cumulative impact, because it involves the relocation of a small segment of sewer line to avoid odors at a particular location. The Project will not result in a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances, because it is a minor relocation of public infrastructure, and it will not result in damage to scenic resources within a highway officially designated as a state scenic highway; or be located on a hazardous waste site included on any list compiled pursuant to § 65962.5 of the Government Code.

**SECTION 3.** This Resolution serves as the Resolution of Acceptance as required by Government Code Section 27281.

**SECTION 4.** The District hereby accepts the Grant of Sewer Easement for the property described and depicted in Exhibit “A,” a copy of which is attached hereto and incorporated herein by this reference.

**SECTION 5.** The District’s General Manager is hereby authorized and directed to execute the Grant of Sewer Easement on behalf of the District.

**SECTION 6.** The District’s Secretary of the Board of Directors is hereby authorized and directed to cause the Grant of Sewer Easement to be recorded.

**SECTION 7.** The District directs staff to file a Notice of Exemption with the San Diego County Clerk within 5 working days of the execution of this Resolution.

**SECTION 8.** The President of the District’s Board of Directors shall sign this Resolution and the District’s Secretary of the Board of Directors shall attest and certify to the passage and adoption thereof.

**SECTION 9.** This Resolution shall take effect upon adoption.

**PASSED AND ADOPTED** by said Board on this 23 day of February, 2021 by the following vote:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

\_\_\_\_\_  
President of the Board

ATTEST:

\_\_\_\_\_  
Secretary of the Board

STATE OF CALIFORNIA        )  
  )  
COUNTY OF SAN DIEGO        )

I, \_\_\_\_\_, Secretary of the Board of Directors of the Borrego Water District, do hereby certify that the foregoing is a true and correct copy of a resolution passed and adopted by the Board of Directors of the Borrego Water District at a meeting of said Board held on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Name: \_\_\_\_\_  
Secretary of the Board of Directors of the  
Borrego Water District

**EXHIBIT A  
GRANT OF SEWER EASEMENT**

**RECORDING REQUESTED BY**

WHEN RECORDED RETURN TO:

BORREGO WATER DISTRICT  
806 Palm Canyon Drive  
Borrego Springs, California 92004  
Attn: General Manager

**FREE RECORDING:**

This instrument is for the benefit of Borrego Water District and is entitled to be recorded without fee or tax. (Govt. Code 6103, 27383 and Rev. & Tax Code 11922)

APN:

Above Space for Recorder's Use

**GRANT OF SEWER EASEMENT**

CWC Casa Del Zorro, LLC (collectively "**Grantor**"), a California limited liability company, FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, hereby grants to **BORREGO WATER DISTRICT, a public agency of the State of California, ("Grantee")**, its agents, representatives, successors and assigns, a perpetual, non-exclusive sewer easement and right of way over, on, under, in, across, along and through a portion of Grantor's property for the purpose of relocating a sewer line as part of Grantee's La Casa Del Zorro Sewer Line Replacement Project ("**Project**"). The property subject to this Easement ("Easement Area") is located in the County of San Diego, State of California, and is more particularly described and depicted in Attachments "1" and "2," respectively, both of which are attached hereto and incorporated herein by this reference.

This Easement includes the right to inspect, alter, remove, replace, relocate, reconstruct, and repair any sewer lines and any appurtenances related thereto, and to mark the location of the Easement Area by suitable markers set and maintained in the ground at locations which shall not interfere with Grantor's reasonable use of the surface of the Easement Area.

Grantor reserves the right to the use and enjoyment of the surface of the Easement Area, provided that such use and enjoyment shall not hinder, conflict, or interfere with Grantee's exercise of its rights hereunder, and that no excavation, building, structure, hardscape improvements or other obstructions shall be constructed within the Easement Area, without notification of the Grantee. Nothing shall be done to interfere with Grantee's vehicular access to or along the Easement Area.

The sewers and any appurtenances related thereto shall at all times remain the property of Grantee and may be removed in whole or in part or relocated within the Easement Area by Grantee.

The Easement and the rights described herein are perpetual and for the benefit of Grantee, its successors and assigns, and may be transferred or assigned by Grantee, in whole or in part. This Easement and the rights and obligations of Grantor and Grantee as described herein shall run with

the land and be binding upon and inure to the benefit of the successors and assigns of Grantor and Grantee.

This instrument shall be binding upon and inure to the benefit of the successors and assigns of the Grantor.

The representatives of the parties hereto represent that he or she has the authority to bind the party for which he or she is signing.

IN WITNESS WHEREOF, Grantor has caused this instrument to be executed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**GRANTOR:**

CWC La Casa Del Zorro, LLC

By: CWC Asset Advisors, Inc.

By: \_\_\_\_\_

Name: John Wells

Its: President

**GRANTEE:**

Borrego Water District

By: \_\_\_\_\_

Name: Geoff Poole

Its: General Manager



ATTACHMENT "1" TO GRANT OF SEWER EASEMENT

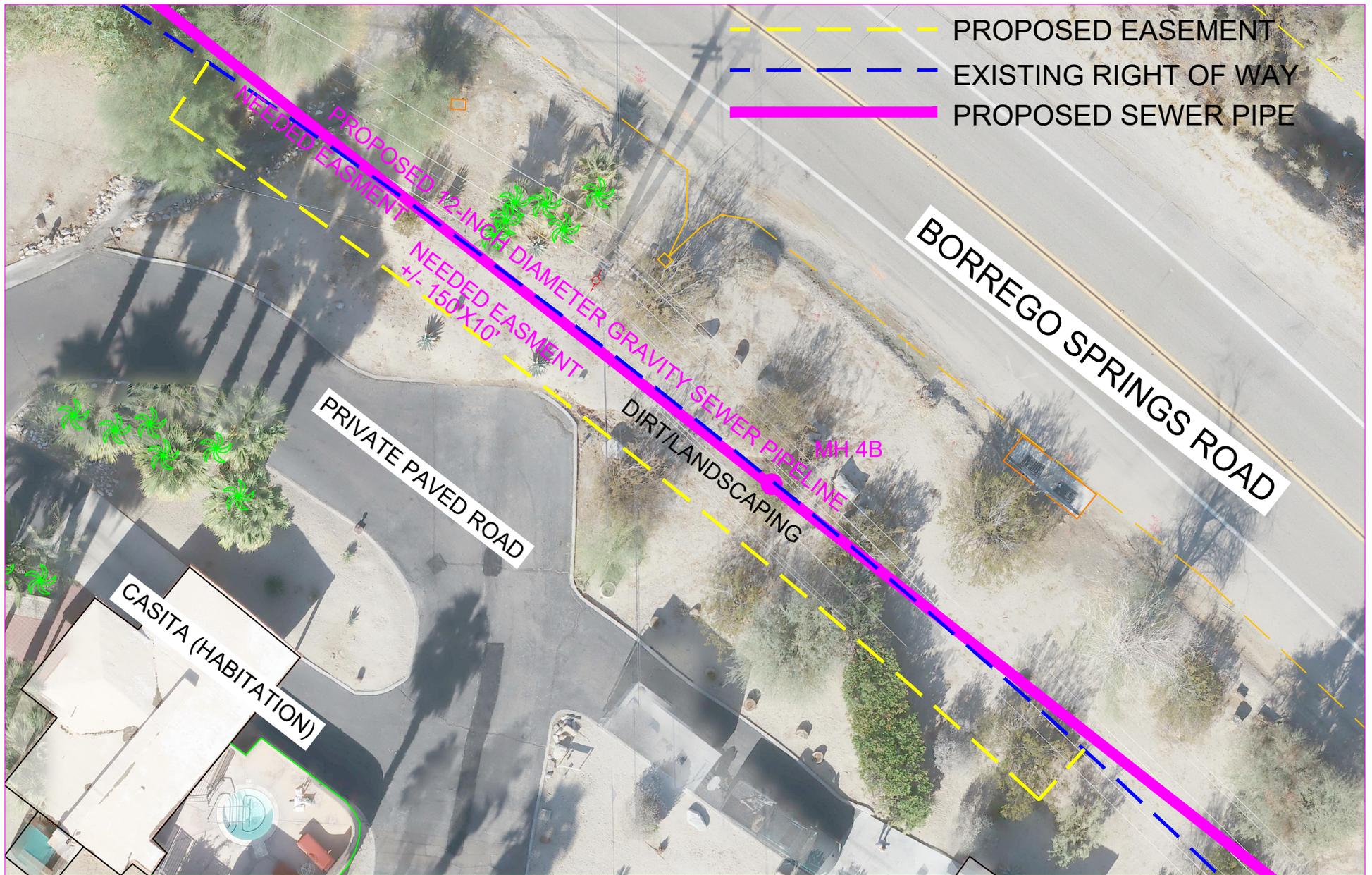
LEGAL DESCRIPTION OF EASEMENT AREA

Real property in the City of Borrego Springs, County of San Diego, State of California,  
described as follows:

ATTACHMENT "2" TO GRANT OF SEWER EASEMENT

DEPICTION OF EASEMENT AREA

[See Attached]



LA CASA DEL ZORO

PROPOSED SEWER LINE EASEMENT

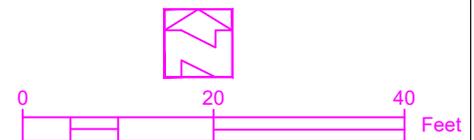
BORREGO WATER DISTRICT

SHEET: **1**

OF: **1**

DATE: 2/19/20

BY: DD



BORREGO WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
FEBRUARY 23, 2021  
AGENDA ITEM II.E

February 18, 2021

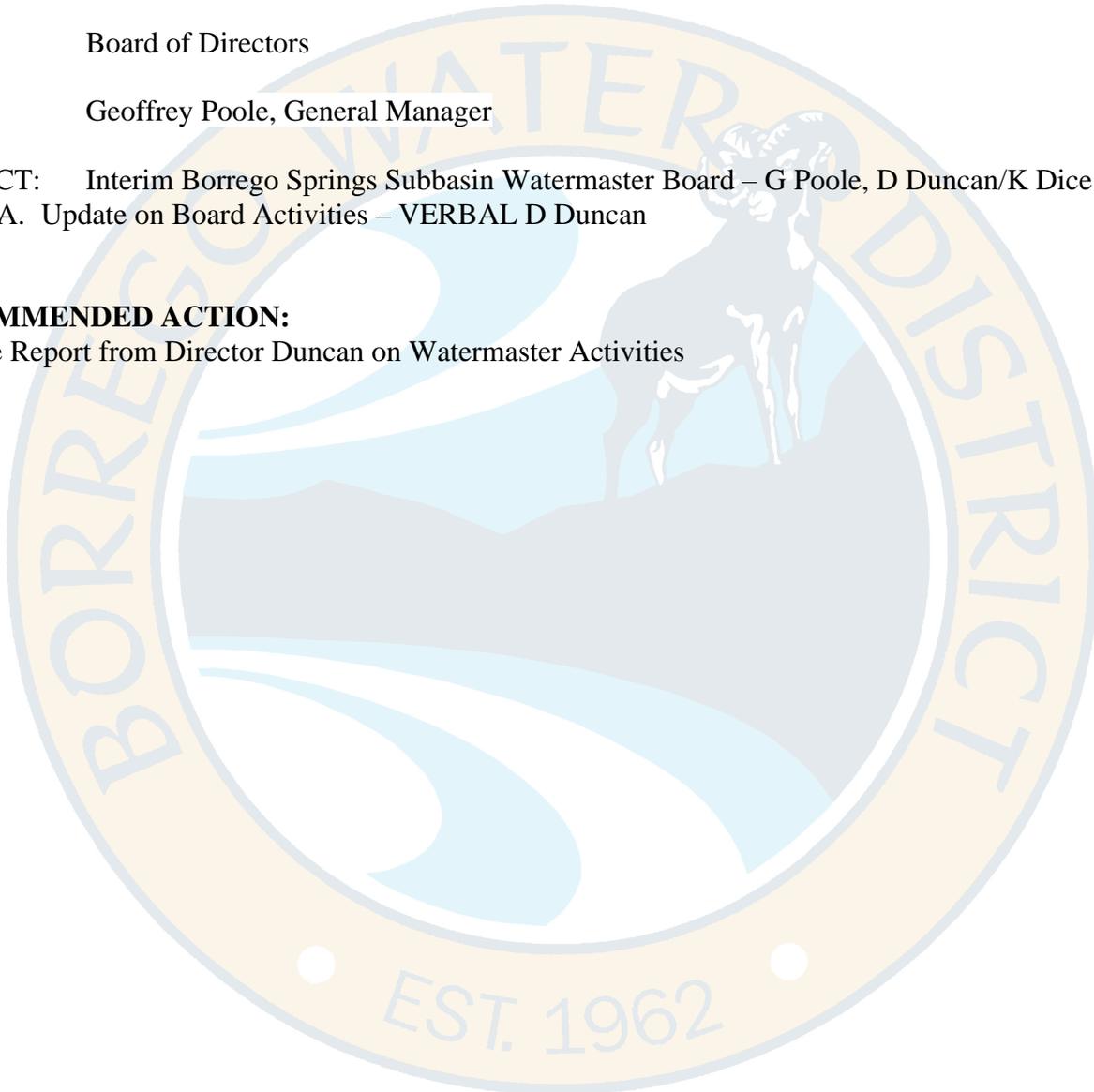
TO: Board of Directors

FROM: Geoffrey Poole, General Manager

SUBJECT: Interim Borrego Springs Subbasin Watermaster Board – G Poole, D Duncan/K Dice  
A. Update on Board Activities – VERBAL D Duncan

**RECOMMENDED ACTION:**

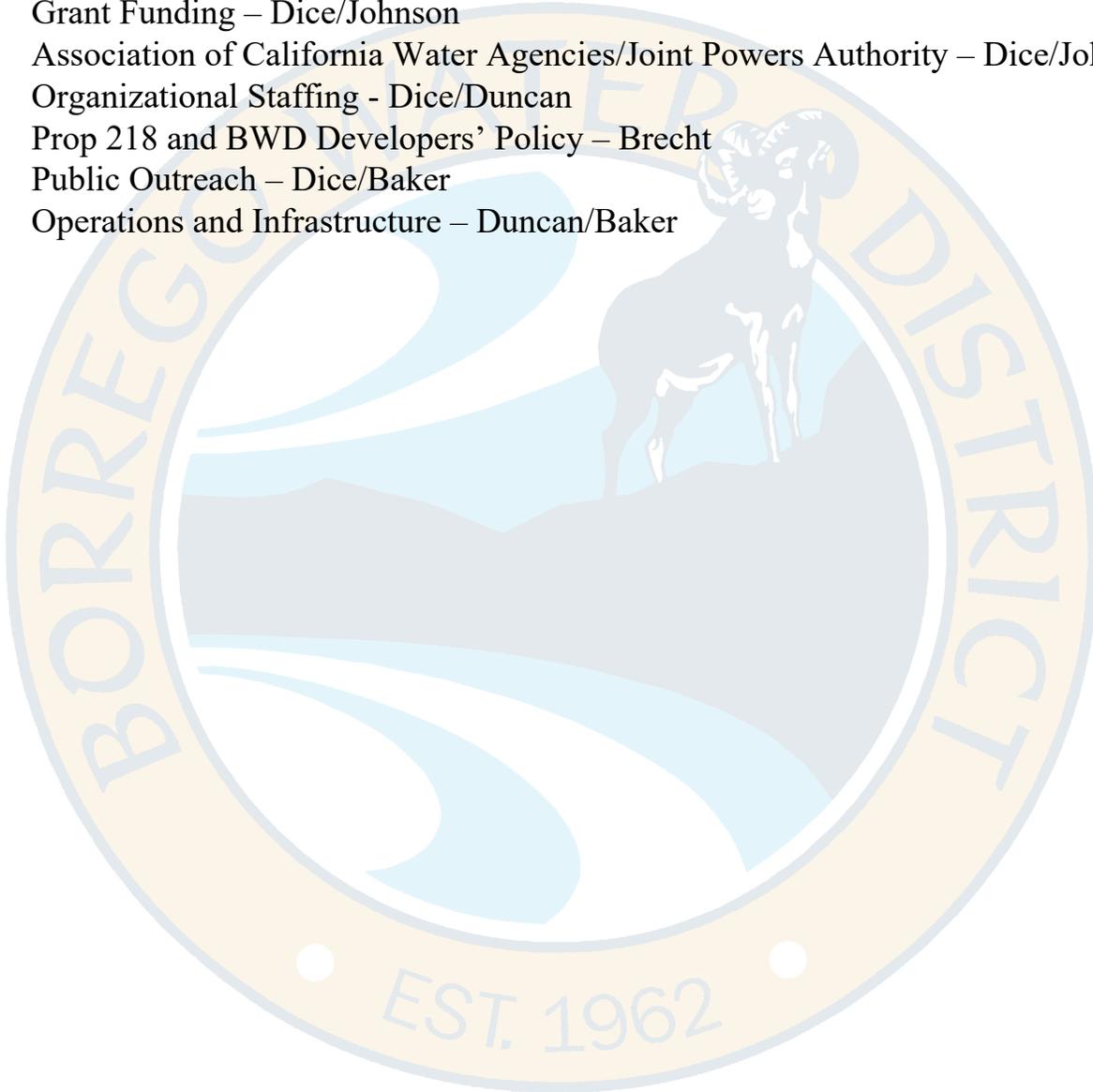
Receive Report from Director Duncan on Watermaster Activities



KKO'

CF 'J QE'EQO O K/VGG'TGRQTVU'

- A. Stipulated Judgment – Brecht/Duncan
- B. Risk Management Policy – Brecht/Dice
  - 1. Updated Risk Management Policy and Report
- C. Grant Funding – Dice/Johnson
- D. Association of California Water Agencies/Joint Powers Authority – Dice/Johnson
- E. Organizational Staffing - Dice/Duncan
- F. Prop 218 and BWD Developers’ Policy – Brecht
- G. Public Outreach – Dice/Baker
- H. Operations and Infrastructure – Duncan/Baker



## Overview

Municipal water purveyors, such as the Borrego Water District (BWD), are designated as a *critical infrastructure sector* in times of emergencies by the Critical Infrastructure Security Agency (CISA) of the US Department of Homeland Security (DHS).

What this designation means is that this sector's "assets, systems, and networks, whether physical or virtual, are considered so vital to the United States that their incapacitation or destruction would have a debilitating effect on security, national economic security, national public health or safety, or any combination thereof."

As CISA states: "Safe drinking water is a prerequisite for protecting public health and all human activity. Properly treated wastewater is vital for preventing disease and protecting the environment. Thus, ensuring the supply of drinking water and wastewater treatment and service is essential to modern life and the Nation's economy."

Thus, the BWD Board's governance mission in a national emergency and other emergencies that may occur from time to time is to assure continuance of service for its customers.

**Risk Management Policy.** BWD relies on other critical infrastructure systems for electricity, internet service, cellular and telephone services, and certain supply chains to acquire necessary supplies to provide continuance of service for its customers. The BWD Board hereby authorizes the District's General Manager and staff to develop plans and proposed budget to prevent cascading failure if one or more supporting systems necessary for continuance of service is disrupted for a specific length of time during an emergency.

### Business Risk Insurance

BWD shall participate in the Joint Powers Insurance Agency (JPIA), a risk-pooling self-insurance authority, created under provisions of California Government Code Sections 6500 et. seq. BWD may acquire additional insurance to insure against other business risks not covered by JPIA, as may be necessary if affordable.

### Reserves

Bad shall maintain adequate cash reserves. Reserves are needed because of financial risk. Water and sewer operations are inherently risky, given the potential costs associated with repairing and replacing infrastructure necessary for maintaining 24x7 operations for supplying potable water and sewer and wastewater treatment services to the homes and businesses of

## SYSTEMS RESILIENCE POLICY & PROCEDURES FOR FY 2022

Borrego Springs. In addition, water operations have risk associated with the volatility of revenue due to weather conditions that alter expectations of the amount of water sold. Reserves also assist in reducing rate shocks. Without them a water utility is exposed to rate instability. Rate instability increases the cost of borrowing, which drives up rates. In addition, reserves help the District improve its credit rating, which translates into lower interest rates on debt and thus lower rates for the District's customers. Also, bond or loan covenants often require a debt reserve and/or recommend a rate stabilization reserve.

### Physical Infrastructure Access Control, Potential Liabilities & Staff Security

BWD shall maintain adequate physical infrastructure access control to prevent unauthorized access. During the audit of BWD infrastructure physical facilities, it shall also look for any potential liabilities on BWD property (dumping, barbed wire fences or random posts, exotic pest plants etc.). BWD shall also employ security measures to do its best to protect its office and field staff from threatening situations and/or people.

### Groundwater Water Levels and Water Quality Changes Risk Management

To assure public health requirements of the municipal water and wastewater services it provides, BWD shall manage an independent data store of Subbasin changes in water levels and water quality degradation over time, as necessary, to protect the integrity of its existing and future municipal production wells, and to avoid expensive advanced treatment to meet drinking water quality standards, as well as meet DWR and SWRCB regulatory requirements for a municipal water purveyor.

### Air Pollution from Subbasin Following Program Risk Management

BWD shall continue to work with State and County agencies, as well as the Subbasin Watermaster to determine who may be liable for enforcement, and setting short (1-6 years), and long-term public and private use County land management standards for the proper fallowing of previously irrigated farmland in the Subbasin to avoid producing deteriorated air quality. Clean, clear air is an important and attractive factor in the Borrego Valley and promotes public health, economic viability, and revenue expectations that affect customers of BWD.

### Flood Risk Management

BWD shall manage its Rams Hill flood control barrier to minimize financial risk exposure to the District.

## SYSTEMS RESILIENCE POLICY & PROCEDURES FOR FY 2022

### Improperly Abandoned Wells in Subbasin Risk Management

BWD shall work with the County to address the significant financial, environmental, and public health risks to municipal water supply associated with improperly abandoned wells in the Subbasin.

### Cyber Security Risk Management

BWD shall operate and manage BWD computer, software and network systems for maximum protection from internal and external threats. Current procedures to accomplish this policy shall include the following:

- At least annually, update the Asset Inventory, do a Physical Inspection and update the Asset Database:
  - Identify assets through an annual physical inspection including data, processes, personnel and their supporting infrastructure and dependencies to other systems (Asset Inventory).
  - The Asset Inventory should include all components on the IT and OT networks and in the field, including third party and legacy equipment.
  - Details should include but not be limited to asset user, location, device type, model number, device name, hardware/firmware/software versions, patch levels, device configurations, active services, protocols, network addresses, asset value and criticality. Furthermore, an asset inventory is not a singular task, but an ongoing process.
- Inspect for Unauthorized Assets:
  - While conducting the Asset Inventory, perform an inventory to identifying equipment that do not belong, such as a rogue wireless access point or other unapproved devices or connections. Inventories also illuminate processes and procedures that could enable the detection of unauthorized configuration changes or other anomalies within the environment.
- Security the Asset Inventory Information:
  - In the same way asset inventory and network diagram documentation are of paramount importance to the asset owner, they are also very attractive to an adversary. Hence, this information needs to be as rigorously protected as the ICS system itself.

## SYSTEMS RESILIENCE POLICY & PROCEDURES FOR FY 2022

- Understand and Mitigate Risks:
  - Follow Industry Standard Guidelines:
    - Choose a respected security standard and annually review the Risk Management Policy and Procedures against it.
  - Assess Risks:
    - Perform a risk assessment at least annually. Annual risk assessments are instrumental in identifying security gaps and vulnerabilities. They are vital to prioritizing the application of controls and countermeasures to protect the organization.
    - The goal of a risk assessment is to identify and prioritize risk based on the likelihood that a threat or vulnerability could adversely impact an organization.
  - Restrictive Procedures:
    - Ensure only dedicated and properly secured devices should be permitted within the control system environment, and each one should be clearly marked as such. In the event one is installed and then no longer needed, connections must be disabled immediately.
  - Physical Security:
    - Ensure the integrity of physical barriers, like fences, barricades, gates, guards and locked doors/cabinets with alarmed doors/windows should be used to establish a security defense around the perimeter of buildings or rooms containing IT equipment. Utilize off site storage of programs and back up files.
  - Enforce User Access Controls:
    - Provide control system access only to those individuals who are authorized to have it.
  - Maintain and Monitor Audit Logs:
    - Collect, manage, and analyze audit logs of events that could help detect, understand, or recover from an attack.
  - Assess Vulnerabilities:

## SYSTEMS RESILIENCE POLICY & PROCEDURES FOR FY 2022

- On a quarterly basis, 3rd party, independent Consultants shall be used to evaluate BWDs cyber security systems thru an External Vulnerability Scan, External Pen Test and Internal Vulnerability Sand Intrusion Control can.
- Implement a Security Awareness and Training Program:
  - The actions of people also play a critical part in the success or failure of a cyber security program. Create a security awareness program for all workforce members to complete on a regular basis.
- Protect Against Loss or Incidents:
  - Participate in Cyber Insurance programs to assist with recovery in the event of a loss

### Regional Conveyance System (RCS) through Borrego Risk

Phase A of the San Diego County Water Authority's (SDCWA) proposed RCS route 3A is through Borrego Springs. In Phase A, the economics of the RCS relied on the assumption of projected positive net present value (NPV) benefits to the SDCWA by using a 90-year timeframe where most of the benefits accrued in out-years and the exclusion of potentially large project-related externalities. Since the primary go/no go for the RCS is finding investors for the \$5,000,000,000+ project, Phase B is an economic-focused analysis to convince potential investors of the viability of this project.

Given the large economic risk associated with the costs/benefits of choice of route 3A through Borrego, the BWD Board will continue to closely monitor this RCS project and contribute its independent analysis to the public discussion.

### COVID-19 Risk Management

BWD shall implement procedures and practices that are protective of the health of staff and operations of a critical infrastructure organization, as well as protective of the public in response to the national health emergency of the COVID pandemic.

## RESILIENCE POLICY MANAGEMENT REPORT for FY 2022 BUDGET PACKAGE

### **Insurance**

The District is a member of the Association of California Water Agencies Joint Powers Insurance Authority (JPIA). The JPIA is a risk-pooling self-insurance authority, created under provisions of California Government Code Sections 6500 et. seq. The purpose of the JPIA is to arrange and administer programs of insurance for the pooling of self-insured losses and to purchase excess insurance coverage. The District participates in the self-insurance programs of the JPIA as follows:

Property Loss — Provides for full value replacement of real and personal property owned by the District in the event of a loss. Actual cash value on licensed vehicles, mobile equipment and Hypalon reservoir covers. The JPIA pools for the first \$100,000 and has purchased excess coverage.

General and Auto Liability — Insured up to \$55,000,000 per occurrence; the Authority is self-insured up to \$500,000 and excess insurance coverage has been purchased. The general and auto liability program has no deductible. There is a deductible of \$1,000 on auto liability and \$5,000 on Buildings, Equipment and Property.

Public Officials' Liability — Insured up to \$55,000,000 per occurrence; the JPIA is self-insured up to \$5,000,000 and excess insurance coverage has been purchased.

Fidelity Bond — Insured up to \$1,000,000 per occurrence with a \$100,000 deductible.

Workers' Compensation — Insured up to the statutory limits; the JPIA is self-insured up to \$2,000,000 and excess insurance coverage has been purchased. Employer's liability is insured up to \$4,000,000 million.

Difference in Conditions — Provides coverage on a repair or replacement basis against loss of District property caused by earthquake or flood, up to \$25,000,000 with a \$25,000 deductible.

Cyber Liability — Included with Property Loss policy. Any damage or loss as the result of Cyber Crime is insured up to \$5,000,000 with a \$10,000 deductible.

### **Reserves**

BWD presently retains unrestricted cash reserves equal to approximately \_\_\_\_\_ % of its target reserves relative to its FY 2022 Reserves Policy.

### ***Risk from Groundwater Water Levels and Water Quality Changes***

The groundwater level monitoring network includes 23 dedicated monitoring wells and 27 extraction wells. Of the 50 wells in the network, 46 are monitored for groundwater levels, 30 are monitored for water quality, and 19 are monitored for production. Manual groundwater level measurements are collected in the spring and fall of each year to track seasonal groundwater trends. Groundwater quality monitoring includes sampling, on average, 30 wells on a semi-annual basis to determine and track groundwater quality trends. Wells are monitored for potential contaminants of concern (COCs). The COCs include arsenic, fluoride, nitrate, sulfate and total dissolved solids (TDS).

### **Risk from Air Pollution from Subbasin Fallowing Program**

Since 2016, Borrego Water District (BWD) along with the Borrego Endowment Fund (BVEF) has assisted providing funding that enable air quality monitoring of the Borrego Valley and provided additional funding for a now 5-years continuous longitudinal Air Quality study by experts from the University of California, Irvine (UCI). A collection of five weather stations placed around the Borrego Basin was equipped with the ability to measure particulate matter (10 micron dust particles).

Because clear air is essential to public health and the tourist economy (clear views and starry night skies) in Borrego Springs, BWD felt it was important to collect baseline data in front of increased fallowing of agricultural lands needed to meet the SGMA sustainability requirement by 2040. BWD has been the defacto agency concerned with fallowing standards before the creation of the Borrego Springs Subbasin Watermaster Board. The data will potentially help to adjust fallowing standards to prevent degradation of air quality in the basin. It is our plan to provide the study and data to the Environmental Working (ERG) group of the Watermaster created to manage our basin, so that they can make air quality monitoring standards part of the Watermaster's fallowing standards.

### ***Flood Risk Management***

BWD has a flood risk reduction assessment policy and engages a professional engineering firm to periodically assess that BWD's flood risk reduction facilities at Rams Hill are maintained to meet the specific flood risk objectives for such facilities.

The District inquired to JPIA about adding the Flood Channel for Property coverage. We discussed that the JPIA needs to seek approval from the excess carrier. Since the structure is packed earthen material, it is unlikely that the excess carrier will approve the addition. JPIA responded: “As we suspected, due to the hard insurance market, the excess carrier has declined to accept the addition of the flood channels siting a ‘lack of real property.’”

***Improperly Abandoned Wells in Subbasin Risk Management***

BWD is working with the County DEHQ on enforcement for 4 improperly abandoned wells in the Subbasin. DEHQ has sent the well owners enforcement letters. If the property owners do not respond, or if there is an immediate Health & Safety issue, DEHQ will proceed with the well destruction and go after the property owner for cost recovery. Of course their parcel will be flagged and they would not be able to do anything with the property until the flag has been addressed.

***Cyber Security Risk Management***

BWD plans to complete a Cyber Security Audit for FY 2022, as well as conduct quarterly intrusion detection scans performed by a professional cyber security firm for both exterior and interior hacking threats.

**Regional Conveyance System (RCS) through Borrego Risk**

BWD has developed a budget line item for FY 2022 to, if necessary, propose analytically-derived deal elements to compensate BWD and the broader Borrego community for externalities risk associated with a choice of route 3A through Borrego.

***COVID-19 Risk Management***

The national COVID-19 public health emergency presents a range of challenges, including ensuring level of service, assisting low-income customers, and assuring responsible financial management of the District. The BWD Board shares its customers’ concerns about the coronavirus. The District’s primary public health responsibility is to continue providing safe water for its customers to drink and use.

The District’s treatment process effectively removes viruses, including COVID-19, and the District is testing it regularly to assure it continues to meet federal and state drinking water standards. BWD has suspended all turn-offs for nonpayment, to ensure everyone continues to have access to potable water for washing hands and cleaning. The District has cancelled all

## RESILIENCE POLICY MANAGEMENT REPORT for FY 2022 BUDGET PACKAGE

meetings or gatherings for non-essential purposes during this emergency, and are holding public meetings via the internet. BWD has also closed our lobby to the public to protect our office staff and implemented social distancing for our field staff. Additionally, all our staff have paid sick leave and if they have been exposed to the virus or are symptomatic are told to stay home from work.

Item IV. A  
Financial Reports





## TREASURER'S REPORT January 2021

	Bank Balance	Carrying Value	Fair Value	<u>% of Portfolio</u> Current Actual	Rate of Interest	Maturity	Valuation Source
<b>Cash and Cash Equivalents:</b>							
<b>Demand Accounts at CVB/LAIF</b>							
General Account/Petty Cash	\$ 4,230,687	\$ 4,025,084	\$ 4,025,084	55.06%	0.00%	N/A	CVB
Payroll Account	\$ 127,291	\$ 120,086	\$ 120,086	1.64%	0.00%	N/A	CVB
MMA (Bond Funds)	\$ 859,225	\$ 988,216	\$ 988,216	13.52%	0.30%	N/A	CVB
CIP Bond Funds Checking	\$ 116,119	\$ 116,119	\$ 116,119	1.59%	0.00%	N/A	CVB
LAIF	\$ 2,061,041	\$ 2,061,041	\$ 2,061,041	28.19%	0.46%	N/A	LAIF
<b>Total Cash and Cash Equivalents</b>	<b><u>\$ 7,394,363</u></b>	<b><u>\$ 7,310,546</u></b>	<b><u>\$ 7,310,546</u></b>	<b><u>100.00%</u></b>			
<b>Facilities District No. 2017-1A-B</b>							
Special Tax Bond- Rams Hill -US BANK	\$ 488,534	\$ 488,534	\$ 488,534				
<b>Total Cash,Cash Equivalents &amp; Investments</b>	<b><u>\$ 7,882,897</u></b>	<b><u>\$ 7,799,079</u></b>	<b><u>\$ 7,799,079</u></b>				

Cash and investments conform to the District's Investment Policy statement filed with the Board of Directors on June 09, 2020

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

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

Jessica Clabaugh, Finance Officer

**Borrego Water District  
Cash Flow  
January 2021**

	6/23/2020 ADOPTED BUDGET 2020-2021	Actual January 2021	Projected January 2021	Difference Explanations	Actual YTD 2020-2021	YTD % of Budget 2020-2021 58.3%
<b>WATER REVENUE</b>						
Residential Water Sales	884,704	58,845	61,929		591,826	66.9%
Commercial Water Sales	455,153	29,218	31,861		284,676	62.5%
Irrigation Water Sales	207,629	11,357	14,534		146,345	70.5%
GWM Surcharge	177,564	11,179	12,429		114,498	64.5%
Water Sales Power Portion	475,237	30,984	33,267		315,203	66.3%
<b>TOTAL WATER COMMODITY REVENUE:</b>	<b>2,200,286</b>	<b>141,583</b>	<b>154,020</b>		<b>1,452,548</b>	<b>66.0%</b>
Readiness Water Charge	1,240,486	101,291	100,853		708,190	57.1%
Meter Install/Connect/Reconnect Fees	1,768	-	144		7,778	439.9%
Backflow Testing/Installation	5,228	-	50		294	5.6%
Bulk Water Sales	2,501	308	203		3,287	131.5%
Penalty & Interest Water Collection	34,850	275	2,833	No Penalty(CV)	1,615	4.6%
<b>TOTAL WATER REVENUE:</b>	<b>3,485,119</b>	<b>243,456</b>	<b>258,103</b>		<b>2,173,711</b>	<b>62.4%</b>
<b>PROPERTY ASSESSMENTS/AVAILABILITY CHARGES</b>						
641500 1% Property Assessments	55,000	9,280	4,583		40,081	72.9%
641502 Property Assess wtr/swr/flid	75,000	46,344	6,250		55,926	74.6%
641504 Water avail Standby	91,000	23,381	7,583		67,775	74.5%
641503 Pest standby	14,000	4,753	1,167		9,305	66.5%
<b>TOTAL PROPERTY ASSES/AVAIL CHARGES:</b>	<b>235,000</b>	<b>83,759</b>	<b>19,583</b>		<b>173,087</b>	<b>73.7%</b>
<b>SEWER SERVICE CHARGES</b>						
Town Center Sewer Holder fees	199,983	20,275	16,387		141,924	71.0%
Town Center Sewer User Fees	98,847	8,305	8,100		58,138	58.8%
Sewer user Fees	293,189	23,891	24,024		172,225	58.7%
<b>TOTAL SEWER SERVICE CHARGES:</b>	<b>592,018</b>	<b>52,471</b>	<b>48,510</b>		<b>372,287</b>	<b>62.9%</b>
<b>OTHER INCOME</b>						
Interest Income	76,000	-	11,000		7,157	9.4%
<b>TOTAL OTHER INCOME:</b>	<b>76,000</b>	<b>-</b>	<b>11,000</b>		<b>7,157</b>	<b>9.4%</b>
<b>TOTAL INCOME:</b>	<b>4,388,137</b>	<b>379,686</b>	<b>337,196</b>		<b>2,726,243</b>	<b>62.1%</b>
<b>CASH BASIS ADJUSTMENTS</b>						
Decrease (Increase) in Accounts Receivable		31,657				
<b>TOTAL CASH BASIS ADJUSTMENTS:</b>		<b>31,657</b>				
<b>TOTAL OPERATING INCOME RECEIVED:</b>	<b>4,388,137</b>	<b>411,343</b>				

<u>EXPENSES</u>	<u>ADOPTED BUDGET</u>			<u>Actual YTD</u>	<u>YTD % of Budget</u>
	<u>2020-2021</u>			<u>2020-2021</u>	<u>2020-2021</u>
<u>MAINTENANCE EXPENSE</u>					
R & M Buildings & Equipment	250,000	5,393	20,833	68,797	27.5%
R & M - WTF	120,000	8,665	10,000	26,184	21.8%
Telemetry	10,000	-	833	3,914	39.1%
Trash Removal	5,500	439	458	4,075	74.1%
Vehicle Expense	18,000	1,545	1,500	8,507	47.3%
Fuel & Oil	35,000	1,664	2,917	18,756	53.6%
<b>TOTAL MAINTENANCE EXPENSE:</b>	<b>438,500</b>	<b>17,705</b>	<b>36,542</b>	<b>130,233</b>	<b>29.7%</b>
<u>PROFESSIONAL SERVICES EXPENSE</u>					
Tax Accounting (Taussig)	3,000	-	250	883	29.4%
Administrative Services (ADP)	3,000	605	250	2,403	80.1%
Audit Fees (Leaf & Cole)	17,000	-	-	19,585	115.2%
Computer billing (Accela/Parker)/Cyber Security	31,000	1,256	2,583	25,433	82.0%
Financial/Technical Consulting (Raftelis/Fieldman)	80,000	29,406	6,667	65,207	81.5%
Engineering (Dudek)	35,000	-	2,917	4,233	12.1%
District Legal Services (BBK)	45,000	8,434	3,750	38,038	84.5%
Air Quality Study	43,551	-	-	43,551	-
Grant Acquisitions (TRAC) 17170+17180	30,000	-	2,500	4,523	15.1%
Testing/lab work (Babcock Lab/Water Quality Monitoring)	24,000	2,850	2,000	14,847	61.9%
Regulatory Permit Fees (SWRB/DEH/Dig alerts/APCD)	36,500	10,784	3,042	26,708	73.2%
<b>TOTAL PROFESSIONAL SERVICES EXPENSE:</b>	<b>348,051</b>	<b>53,335</b>	<b>23,958</b>	<b>245,410</b>	<b>70.5%</b>
<u>INSURANCE EXPENSE</u>					
ACWA/JPIA Program Insurance	60,000	-	-	78,833	131.4%
ACWA/JPIA Workers Comp	18,000	3,726	4,500	12,205	67.8%
<b>TOTAL INSURANCE EXPENSE:</b>	<b>78,000</b>	<b>3,726</b>	<b>4,500</b>	<b>91,038</b>	<b>116.7%</b>
<u>DEBT EXPENSE</u>					
Compass Bank Note 2018A/B	388,939	-	-	354,071	91.0%
Pacific Western Bank 2018 IPA	499,406	-	-	415,559	83.2%
<b>TOTAL DEBT EXPENSE:</b>	<b>888,345</b>	<b>-</b>	<b>-</b>	<b>782,963</b>	<b>88.1%</b>
<u>PERSONNEL EXPENSE</u>					
Board Meeting Expense (board stipend/board secretary)	23,000	1,925	1,917	12,668	55.1%
Salaries & Wages (gross)	930,000	77,738	77,500	580,915	62.5%
Salaries & Wages offset account (board stipends/staff projects)	(80,000)	(3,798)	(6,667)	(62,623)	78.3%
Consulting services/Contract Labor	10,000	-	833	1,625	16.3%
Taxes on Payroll	23,700	5,656	1,975	16,418	69.3%
Medical Insurance Benefits	212,700	20,360	17,725	133,475	62.8%
Calpers Retirement Benefits	210,000	12,346	17,500	88,853	42.3%
Conference/Conventions/Training/Seminars	18,000	685	1,500	2,031	11.3%
<b>TOTAL PERSONNEL EXPENSE:</b>	<b>1,347,399</b>	<b>114,912</b>	<b>112,283</b>	<b>773,362</b>	<b>57.4%</b>

<u>EXPENSES(Con't)</u>	<b>ADOPTED BUDGET</b>			<b>Actual YTD</b>	<b>YTD % of Budget</b>
	<b>2020-2021</b>			<b>2020-2021</b>	<b>2020-2021</b>
<b><u>OFFICE EXPENSE</u></b>					
Office Supplies	24,000	871	2,000	11,391	47.5%
Office Equipment/ Rental/Maintenance Agreements	50,000	1,650	4,167	9,207	18.4%
Postage & Freight	15,000	292	1,250	7,941	52.9%
Taxes on Property	3,300	-	-	2,611	79.1%
Telephone/Answering Service/Cell	20,000	1,436	1,667	10,568	52.8%
Dues & Subscriptions (ACWA/CSDA)	23,000	458	1,917	14,061	61.1%
Printing, Publications & Notices	2,500	140	208	1,036	41.4%
Uniforms	7,000	509	583	4,099	58.6%
OSHA Requirements/Emergency preparedness	5,500	-	458	1,113	20.2%
<b>TOTAL OFFICE EXPENSE:</b>	<b>150,300</b>	<b>5,355</b>	<b>12,250</b>	<b>62,026</b>	<b>41.3%</b>
<b><u>UTILITIES EXPENSE</u></b>					
Pumping-Electricity	325,000	29,098	27,083	187,169	57.6%
Office/Shop Utilities	6,000	168	500	4,408	73.5%
<b>TOTAL UTILITIES EXPENSE:</b>	<b>331,000</b>	<b>29,266</b>	<b>27,583</b>	<b>191,577</b>	<b>57.9%</b>
<b><u>GROUNDWATER MANAGEMENT EXPENSE</u></b>					
Pumping Fees	123,888	-	-	61,944	
Physical Solution Development	-	-	-	-	
Physical Solution Reimbursement (42,800 rcvd in FY2020)	(57,200)	-	(4,766)	(86,917)	152.0%
Stipulation Legal	185,000	16,593	7,083	232,832	125.9%
Stipulation Legal Reimbursements (24,400 rcvd in FY2020)	(40,600)	-	(3,383)	(12,321)	30.3%
Interim Judgement Legal Support	-	-	3,750	-	
Interim Judgement Technical Support	45,000	1,131	3,750	93,494	207.8%
Misc. & Contingency	20,000	-	1,667	-	0.0%
BPA Transactions that meet CEQA requirements	5,000	-	417	-	0.0%
<b>TOTAL GWM EXPENSE:</b>	<b>281,088</b>	<b>17,724</b>	<b>8,518</b>	<b>227,088</b>	<b>80.8%</b>
<b>TOTAL EXPENSES:</b>	<b>3,862,682</b>	<b>242,022</b>	<b>225,634</b>	<b>2,503,696</b>	<b>64.8%</b>
<b><u>CASH BASIS ADJUSTMENTS</u></b>					
Decrease (Increase) in Accounts Payable		(83,025)			
Increase (Decrease) in Inventory		(2,171)			
<b>TOTAL CASH BASIS ADJUSTMENTS:</b>		<b>(85,196)</b>			
<b>TOTAL OPERATING EXPENSES PAID:</b>	<b>3,862,682</b>	<b>156,826</b>			
<b>NET OPERATING INCOME RECEIVED:</b>	<b>613,846</b>	<b>254,517</b>			

<u>CIP PROJECTS</u>	<u>ADOPTED BUDGET 2020-2021</u>		<u>Actual YTD 2020-2021</u>	<u>YTD % of Budget 2020-2021</u>
<u>CASH FUNDED - WATER</u>			-	
Bending Elbow Pipeline Project	380,000	1,590	12,506	3.3%
SCADA Replacement	100,000	-	44,382	44.4%
Facilities Maintenance - Office Interior	15,000	-	-	0.0%
Emergency System Repairs	60,000	-	9,700	16.2%
Replace Twin Tanks (Moved from GRANT)	630,000	-	-	0.0%
Well 11 Electrical Upgrades		73,287	73,287	
Engineering/Construction Management Consulting	25,000	-	-	0.0%
<b>TOTAL CASH CIP EXPENSES WATER:</b>	<b>1,210,000</b>	<b>74,877</b>	<b>154,539</b>	<b>12.8%</b>
			-	
<u>CASH FUNDED - SEWER</u>			-	
Oxygen Injection at Borrego Valley Rd Pump	20,000	-	2,757	13.8%
Difussers at Sludge Holding Tank (Completed from R&M)		-	-	
Manhole Replacement/Refurbishments	43,000	-	-	0.0%
Engineering/Construction Management Consulting	18,000	-	-	0.0%
<b>TOTAL CASH CIP EXPENSES SEWER:</b>	<b>81,000</b>	<b>-</b>	<b>2,757</b>	<b>3.4%</b>
<b>CASH FUNDED - Short Lived Asset Replacement Progra</b>	<b>405,000</b>			<b>0.0%</b>
<b>TOTAL CASH FUNDED CIP EXPENSES:</b>	<b>1,696,000</b>	<b>74,877</b>	<b>157,296</b>	<b>9.3%</b>
<u>CASH RECAP</u>				
Net Operating Income	613,846	254,517		
Total Cash CIP	(1,696,000)	(74,877)		
Bond Funded CIP Shortfall	(772,738)	-		
<b>Period Reserves Adjustment</b>	<b>(1,854,892)</b>	<b>179,640</b>		
Cash Beginning of Period	5,984,000	6,025,067		
Projected Cash Balance at Period End	4,170,301	6,204,707		
<b>FY Reserves Target(rev. 01-21 FRP)</b>	<b>6,666,802</b>	<b>6,666,802</b>		
<b>Reserves Surplus/(Shortfall)</b>	<b>(3,539,917)</b>	<b>(462,095)</b>		
<u>DEBT &amp; GRANT ACCOUNTING</u>				
<u>GRANT(PROP 1) FUNDED CIP - WATER</u>				
Replace Twin Tanks (Changed to CASH)				
Replace Wilcox Diesel Motor (Push to FY22)		-		
Replace Indianhead Reservoir (Push to FY22)		-		
Rams Hill #2, recoating (Push to FY22)		-		
<b>TOTAL GRANT CIP EXPENSES WATER:</b>	<b>0</b>	<b>-</b>		
<b>Grant Proceeds Received</b>	<b>454,000</b>	<b>-</b>		
<u>GRANT(PROP 1) FUNDED CIP - SEWER</u>				
Plant-Grit removal at the headworks	214,000	-	-	0.0%
Clarifier Upgrade/Rehabilitation	240,000	-	-	0.0%
<b>TOTAL GRANT CIP EXPENSES SEWER:</b>	<b>454,000</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL GRANT CIP EXPENSES:</b>	<b>454,000</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<u>BOND FUNDED CIP - WATER</u>				
De Anza Pipeline Replacement Project	430,000	-	474,938	110.5%
Production Well 2 Investigation and Construction	1,250,000	5,188	37,493	3.0%
Replace 30 fire hydrants 17160	540,000	-	150,412	27.9%
Phase 1 Pipeline Project - 17120	0	-	12,139	
Production Well #1 ID4-Well #9-17110	-	-	6,746	
BVR Pipeline for SDGE	-	-	40	
Replace 5 well discharge manifolds and electric panel upgra	0	-	5,282	
Management Consulting Water (Bond CIP)	0	-	-	
<b>TOTAL BOND FUNDED WATER CIP:</b>	<b>2,220,000</b>	<b>5,188</b>	<b>669,040</b>	<b>30.1%</b>
<u>BOND FUNDED CIP - SEWER</u>				
Miscellaneous Sewer System Improvements	410,000	-	58,145	14.2%
Gravity Main Replacement - BSR		19,490	24,987	
<b>TOTAL SEWER BOND FUNDED CIP:</b>	<b>410,000</b>	<b>19,490</b>	<b>83,132</b>	<b>20.3%</b>
<b>TOTAL BOND FUNDED CIP EXPENSES:</b>	<b>2,630,000</b>	<b>24,678</b>	<b>752,171</b>	<b>28.6%</b>
<u>BOND PROCEEDS RECAP</u>				
Bond Balance at beginning of period (07/01/2020)	1,857,262	1,129,769		
Less Bond Expenditures	(2,630,000)	(24,678)		
Bond Balance at end of period (06/30/2021)	(772,738)	1,105,091		



## ASSETS

	<b>BALANCE SHEET</b> <b>January 31, 2021</b> <i>(unaudited)</i>	<b>BALANCE SHEET</b> <b>December 31, 2020</b> <i>(unaudited)</i>	<b>MONTHLY</b> <b>CHANGE</b> <i>(unaudited)</i>
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	\$ 6,206,209.97	\$ 6,025,067.41	\$ 181,142.56
Accounts receivable from water sales and sewer charges	\$ 670,355.36	\$ 705,266.23	\$ (34,910.87)
Inventory	\$ 116,992.09	\$ 119,163.48	\$ (2,171.39)
<b>TOTAL CURRENT ASSETS</b>	<b>\$ 6,993,557.42</b>	<b>\$ 6,849,497.12</b>	<b>\$ 144,060.30</b>
<b>RESTRICTED ASSETS</b>			
Debt Service:			
Unamortized bond issue costs	\$ 125,185.22	\$ 125,185.22	\$ -
Viking Ranch Refinance issue costs	\$ (39,683.07)	\$ (19,564.91)	\$ (20,118.16)
Deferred Outflow of Resources-CalPERS	\$ 298,965.00	\$ 311,059.00	\$ (12,094.00)
Total Debt service	\$ 384,467.15	\$ 416,679.31	\$ (32,212.16)
Trust/Bond funds:			
Investments with fiscal agent -CFD 2017-1	\$ 488,533.55	\$ 469,592.96	\$ 18,940.59
2018 Certificates of Participation to fund CIP Projects	\$ 1,104,335.71	\$ 1,128,674.76	\$ (24,339.05)
Total Trust/Bond funds	\$ 1,592,869.26	\$ 1,598,267.72	\$ (5,398.46)
<b>TOTAL RESTRICTED ASSETS</b>	<b>\$ 1,977,336.41</b>	<b>\$ 2,014,947.03</b>	
<b>UTILITY PLANT IN SERVICE</b>			
Land	\$ 2,246,237.15	\$ 2,246,187.15	\$ 50.00
Flood Control Facilities	\$ 4,287,340.00	\$ 4,287,340.00	\$ -
Capital Improvement Projects	\$ 1,279,198.65	\$ 1,170,701.11	\$ 108,497.54
Bond funded CIP Expenses	\$ 1,454,322.68	\$ 1,448,972.36	\$ 5,350.32
Sewer Facilities	\$ 6,175,596.99	\$ 6,175,596.99	\$ -
Water facilities	\$ 14,105,278.21	\$ 14,104,596.13	\$ 682.08
General facilities	\$ 1,006,881.07	\$ 1,007,563.15	\$ (682.08)
Equipment and furniture	\$ 597,312.57	\$ 597,312.57	\$ -
Vehicles	\$ 675,446.88	\$ 675,446.88	\$ -
Accumulated depreciation	\$ (13,140,494.34)	\$ (13,140,494.34)	\$ -
<b>NET UTILITY PLANT IN SERVICE</b>	<b>\$ 18,687,119.86</b>	<b>\$ 18,573,222.00</b>	<b>\$ 113,897.86</b>
<b>OTHER ASSETS</b>			
Water rights -ID4	\$ 185,000.00	\$ 185,000.00	\$ -
<b>TOTAL OTHER ASSETS</b>	<b>\$ 185,000.00</b>	<b>\$ 185,000.00</b>	
<b>TOTAL ASSETS</b>	<b>\$ 27,843,013.69</b>	<b>\$ 27,622,666.15</b>	<b>\$ 220,347.54</b>



Balance sheet continued

	<b>BALANCE SHEET</b> <b>January 31, 2021</b> (unaudited)	<b>BALANCE SHEET</b> <b>December 31, 2020</b> (unaudited)	<b>MONTHLY</b> <b>CHANGE</b> (unaudited)
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES PAYABLE FROM CURRENT ASSETS</b>			
Accounts Payable	\$ 134,262.93	\$ 51,238.28	\$ 83,024.65
Accrued expenses	\$ 188,643.94	\$ 188,643.94	\$ -
Deposits	\$ 43,618.19	\$ 44,818.19	\$ (1,200.00)
<b>TOTAL CURRENT LIABILITIES PAYABLE FROM CURRENT ASSETS</b>	<b>\$ 366,525.06</b>	<b>\$ 284,700.41</b>	<b>\$ 81,824.65</b>
<b>CURRENT LIABILITIES PAYABLE FOM RESTRICTED ASSETS</b>			
Debt Service:			
Accounts Payable to CFD 2017-1	\$ 488,533.55	\$ 469,592.96	\$ 18,940.59
<b>TOTAL CURRENT LIABILITIES PAYABLE FROM RESTRICTED ASSETS</b>	<b>\$ 488,533.55</b>	<b>\$ 469,592.96</b>	<b>\$ 18,940.59</b>
<b>LONG TERM LIABILITIES</b>			
2018A & 2018B Refinance ID4/Viking Ranch	\$ 2,243,337.48	\$ 2,243,337.48	\$ -
2018 Certificates of Participation to fund CIP Projects	\$ 4,613,000.00	\$ 4,613,000.00	\$ -
Net Pension Liability-CalPERS	\$ 891,132.00	\$ 891,132.00	\$ -
Deferred Inflow of Resources-CalPERS	\$ 22,588.00	\$ 22,588.00	\$ -
<b>TOTAL LONG TERM LIABILITIES</b>	<b>\$ 7,770,057.48</b>	<b>\$ 7,770,057.48</b>	<b>\$ -</b>
<b>TOTAL LIABILITIES</b>	<b>\$ 8,625,116.09</b>	<b>\$ 8,524,350.85</b>	<b>\$ 100,765.24</b>
<b>FUND EQUITY</b>			
Contributed equity	\$ 9,611,814.35	\$ 9,611,814.35	\$ -
Retained Earnings:			
Unrestricted Reserves/Retained Earnings	\$ 9,606,083.25	\$ 9,486,500.95	\$ 119,582.30
Total retained earnings	\$ 9,606,083.25	\$ 9,486,500.95	\$ 119,582.30
<b>TOTAL FUND EQUITY</b>	<b>\$ 19,217,897.60</b>	<b>\$ 19,098,315.30</b>	<b>\$ 119,582.30</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>\$ 27,843,013.69</b>	<b>\$ 27,622,666.15</b>	<b>\$ 220,347.54</b>

To: BWD Board of Directors  
 From: Jessica Clabaugh  
 Subject: Consideration of the Disbursements and Claims Paid  
 Month Ending January 31, 2021



**Vendor disbursements paid during this period:** \$ 343,516.73

**Significant items:**

ACWA-JPIA	Workers' Comp 2020 Q4	\$ 3,725.68
Babcock	Lab Services	\$ 2,730.00
Bay City Equipment	Large Equipment Repair	\$ 1,887.00
CalPERS	Includes Unfunded Liability	\$ 12,346.22
Employee Health Benefits		\$ 20,359.77
Ramona Disposal	Garbage Collection	\$ 3,970.02
SDGE	December Payments	\$ 29,265.67
State Water Resources Control Board - Permit Fees		\$ 10,627.10

**Capital Projects/Fixed Asset Outlays:**

Brax Company		73286.87
Fredericks Services	Pipeline Phase II	\$ 19,490.00
J&T Tire & Auto	Fleet Maintenance	\$ 1,030.74
McCalls Meters	Inventory	\$ 1,130.00
Xylem Water Solutions	Liftstation Pump Rebuild	\$ 5,847.47

**Total Professional Services for this Period:**

BBK	General	\$ 8,433.49
BBK	Watermaster	\$ 1,121.00
BBK	Groundwater Rights Litigation	\$ 16,592.51
Dudek	BOND - Extraction Well 2 Management	\$ 4,320.00
Fieldman Rolapp & Associates	Financial Plan Consulting	\$ 11,626.89
Raftelis Financial Consultants	Finance & Rate Study (Dec & Jan)	\$ 17,415.00
Travis Parker	Cybersecurity, Upgrade Workstations	\$ 1,206.20

**Payroll for this Period:**

Gross Payroll	\$ 77,737.89
Employer Payroll Taxes and ADP Fee	\$ 604.86
<b>Total</b>	<u>\$ 78,342.75</u>

# BOARD REPORT

January 2021



34365	1032	A-1 IRRIGATION, INC.	02/09/2021	88.64
34331	1109	ABILITY ANSWERING/PAGING SER	01/27/2021	230.00
34350	3035	ACWA / JPIA Finance Dept.	02/02/2021	3,725.68
34351	1266	AFLAC	02/02/2021	1,468.86
34332	9524	AIR POLLUTION CONTROL DISTRICT, S	01/27/2021	460.00
34352	1001	AMERICAN LINEN INC.	02/02/2021	508.75
34353	61	AT&T MOBILITY	02/02/2021	526.09
34333	9529	AT&T-CALNET 3	01/27/2021	442.38
34366	9255	BABCOCK LABORATORIES	02/09/2021	2,730.00
34367	1481	BAY CITY EQUIPMENT INDUSTRIES, IN	02/09/2021	1,887.13
1189	10884	BEST BEST & KRIEGER ATTORNEYS A	02/09/2021	472.00
34368	10884	BEST BEST & KRIEGER ATTORNEYS A	02/09/2021	26,147.80
34369	10900	BORREGO AUTO PARTS & SUPPLY CO	02/09/2021	276.76
34377	1201	BORREGO LANDFILL	02/17/2021	199.99
34354	11085	BORREGO SPRINGS WATER LLC	02/02/2021	16.62
34334	1037	BORREGO SUN	01/27/2021	140.00
34335	11066	BRAX COMPANY, INC.	01/27/2021	73,286.87
34336	1196	CASH	01/27/2021	300.00
34337	9054	COUNTY OF SAN DIEGO DEPT ENVIRO	01/27/2021	484.00
34345	1222	DEBBIE MORETTI	01/27/2021	122.00
34338	1455	DIANA DEL BONO	01/27/2021	112.76
34370	96	DISH	02/09/2021	66.75
34339	11078	DMV RENEWAL	01/27/2021	198.00
1191	9640	DUDEK	02/17/2021	4,320.00
34340	10883	FIELDMAN, ROLAPP & ASSOCIATES	01/27/2021	7,140.39
34378	10883	FIELDMAN, ROLAPP & ASSOCIATES	02/17/2021	4,486.50
34379	11088	FIELDMAN, ROLAPP & ASSOCIATES, IN	02/17/2021	364.00
1188	9299	FREDERICKS SERVICES INC	02/02/2021	19,490.00
34380	1136	HOME DEPOT CREDIT SERVICES	02/17/2021	1,180.45
34341	11021	J & T Tire and Auto	01/27/2021	1,030.74
34357	1022	JAMES HORMUTH DE ANZA TRUE VALL	02/02/2021	16.84
34342	9385	JOHNSON CONTROLS SECURITY SOLL	01/27/2021	295.35
34343	10873	KESSLINGS KITCHEN	01/27/2021	396.00
34358	11090	LUPE'S GARDENING MAINTENANCE IN	02/02/2021	585.00
34356	UB*00052	MARY CULVER	02/02/2021	236.09
34344	1216	McCALLS METERS,INC	01/27/2021	1,130.00
34289	1000	MEDICAL ACWA-JPIA	12/15/2020	22,897.12
34359	93	MRC SMART TECHNOLOGY SOLUTION	02/02/2021	711.78
34346	11079	PAVEMENT COATINGS CO.	01/27/2021	1,200.00
34371	11083	QUADIENT FINANCE USA, INC.	02/09/2021	249.44
34382	9546	RAFTELIS FINANCIAL CONSULTANTS, I	02/17/2021	17,415.00
34360	9633	RAMONA DISPOSAL SERVICE	02/02/2021	3,970.02
34330	9387	RECORDER/COUNTY CLERK'S OFFICE	01/21/2021	50.00
34347	1065	SAN DIEGO GAS & ELECTRIC	01/27/2021	29,265.67
34348	11067	SC FUELS	01/27/2021	726.92
34361	11067	SC FUELS	02/02/2021	936.77
34383	1059	STAPLES CREDIT PLAN	02/17/2021	368.00
34349	9166	SWRCB	01/27/2021	10,627.10
34372	9581	TRAVIS PARKER	02/09/2021	1,206.20
34384	3000	U.S.BANK CORPORATE PAYMENT SYS	02/17/2021	1,488.04
34388	3000	U.S.BANK CORPORATE PAYMENT SYS	02/18/2021	132.41
34362	1023	UNDERGROUND SERVICE ALERT	02/02/2021	18.25
34385	1100	VERIZON WIRELESS	02/17/2021	237.35
34381	1623	WENDY QUINN	02/17/2021	275.00
34386	92	XEROX FINANCIAL SERVICES	02/17/2021	377.00
34363	9602	XYLEM WATER SOLUTIONS USA,INC	02/02/2021	5,847.47
34364	11050	ZITO MEDIA	02/02/2021	265.78
Report Total (57 checks):				252,827.76

	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1			BOND CIP FUNDS											
2			RECONCILIATION-FY 2019/2021											
3								Well 12-17100/ 4-5 Well upgrades 10117140	Prod Well #1 ID4-9 10117110	Pipeline Project Phase 1/2 10117120/17200	Prod Well #2 10117130	Sewer Inspect Club Cir 17150 La Casa 10117210	Firehydrants 10117160	
4				Bond Proceeds	Interest paid	Cost of Issuance	Misc.							
5														Totals
6														
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		01/31/16	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	\$ 1,799.50	\$ 1,453.50				\$ (5,910.00)
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	1007	03/31/19	Dudek-Construction Mgmt					\$ 5,264.68		\$ 5,006.25				\$ (10,270.93)
35	1006	03/31/19	BBK-Review Bid documents					\$ 740.00	\$ 879.00	\$ 867.50				\$ (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	\$ 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		05/29/20	Pacific Pipeline					\$ 38.45						\$ (38.45)
48		05/20/19	Well 12 repairs transferred from Admin					\$ 83,223.56						\$ (83,223.56)
49		05/29/19	Hidden Valley Pump-Electric panel well 12					\$ 2,503.88						\$ (2,503.88)
50		05/29/19	DeAnza Ready Mix-Road base well 12					\$ 1,547.09						\$ (1,547.09)
51		05/29/19	Dynamic Consulting-Phase 1 & 2 Pipeline						\$ 71,010.00					\$ (71,010.00)
52		05/29/19	Bobs Trailer-Office trailer Well 1 ID4-9 and well 2					\$ 4,500.00		\$ 4,500.00				\$ (9,000.00)
53		05/29/19	Pacific Pipe-well 12					\$ 12,635.88						\$ (12,635.88)
54	1022	05/29/19	BBK-bid review					\$ 612.00	\$ 153.00					\$ (765.00)
55		05/29/19	Big J Fencing-Fencing for Well ID4 Well 9					\$ 16,975.00						\$ (16,975.00)
56		05/29/19	De Anza Ready Mix					\$ 700.38	\$ 40,057.36					\$ (40,757.74)
57		05/29/19	Dudek-investigation of second production well							\$ 2,672.50				\$ (2,672.50)
58		05/29/19	Hidden Valley Pump-ID1 well 8 repairs					\$ 3,086.18						\$ (3,086.18)
59		05/29/19	Pacific Pipe-construction supply line					\$ 498.23						\$ (498.23)
60		05/29/19	Southwest Pump-construction of well 4-9					\$ 104,500.00						\$ (104,500.00)
61		05/29/19	State of California-Fee for Bond cost			\$ 1,396.50								\$ (1,396.50)
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	1033	06/10/19	US Bank-Remote office supplies well 4-9					\$ 891.56		\$ 809.51				\$ (1,701.07)
65		06/18/19	BBK-Correspondence to A&R							\$ 127.50				\$ (127.50)
66		06/18/19	Dudek-Costruction 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										\$ 1,378	\$ (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)

	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1			BOND CIP FUNDS											
2			RECONCILIATION-FY 2019/2021											
3								Well 12-17100/ 4-5 Well upgrades	Prod Well #1 ID4-9 10117110	Pipeline Project Phase 1/2 10117120/17200	Prod Well #2 10117130	Sewer Inspect Club Cir 17150 La Casa 10117210	Firehydrants 10117160	
4				Bond Proceeds	Interest paid	Cost of Issuance	Misc.							
5														
74	1042	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										\$ 21,826	\$ (21,825.77)
77	1045	07/25/19	One Eleven Services-Construction Mgmt well 4-9						\$ 1,690.00		\$ 475.00			\$ (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		08/31/20	Returned Parts					\$ (1,947.86)						\$ 1,947.86
84		09/04/19	Insitu-Transducer rental well 4-9						\$ 429.93					\$ (429.93)
85		09/04/19	SDGE-Electrict well 4-9						\$ 1,060.00					\$ (1,060.00)
86		09/04/19	Southwest Pump-construction of well 4-9						\$ 55,029.85					\$ (55,029.85)
87		09/04/19	US Bank Charge card-chlorine well 4-9						\$ 125.93					\$ (125.93)
88		09/09/19	Pacific Pipe-Supplies Double O Pipeline project							\$ 26,476.36				\$ (26,476.36)
89		09/16/19	Terry Robertson-Double O Pipeline replacement							\$ 491,504.35				\$ (491,504.35)
90		09/23/19	Dudek-Construction Management well 4-9						\$ 31,886.86					\$ (31,886.86)
91		09/23/19	Insitu-Transducer rental well 4-9						\$ 74.35					\$ (74.35)
92		09/23/19	Pacific Pipe-Meter boxes lids-Double O project							\$ 4,582.64				\$ (4,582.64)
93		09/30/19	BBK-Review change order A&R							\$ 204.00				\$ (204.00)
94	1061	09/30/19	Dudek-Construction Management Well 4-9								\$ 1,260.00			\$ (1,260.00)
95	1062	10/08/19	Dudek-Construction Management Well 4-9						\$ 4,305.00					\$ (4,305.00)
96	1063	10/08/19	Southwest Pump-construction of well 4-9						\$ 44,548.38					\$ (44,548.38)
97	1064	10/16/19	Dudek-Construction Management Well 4-9						\$ 17,778.75					\$ (17,778.75)
98	1064	10/16/19	Dudek-investigation of second production well								\$ 600.00			\$ (600.00)
99	1065	10/16/19	Pacific Pipe-Well 5 upgrade					\$ 5,553.49						\$ (5,553.49)
100	1066	10/21/19	McCalls Meters-Meters for Pipeline phase 1							\$ 11,636.47				\$ (11,636.47)
101	1067	10/21/19	Pacific Pipeline Supply-Tools/supplies well 5 upgrade					\$ 577.94						\$ (577.94)
102	1068	10/21/19	Jeffrey Smith-Appraisal well #2 site investigation								\$ 1,000.00			\$ (1,000.00)
103	1069	10/29/19	Jerry Rolwing-Well #2 site investigation								\$ 3,750.00			\$ (3,750.00)
104	1070	11/05/19	Brax company-materials well 5					\$ 166.04						\$ (166.04)
105	1071	11/05/19	Manuel Rodrigues-DeAnza concrete-Well 5					\$ 740.72	\$ 710.18					\$ (1,450.90)
106	1072	11/12/19	Downstream-video/clean Club Circle									\$ 92,804.00		\$ (92,804.00)
107	1073	11/18/19	Dudek-Construction Management well 4-9						\$ 360.00					\$ (360.00)
108	1074	11/18/19	Pacific Pipe-Materials for Well 11/Well 16					\$ 12,532.02						\$ (12,532.02)
109	1075	11/18/19	Jerry Rolwing-Well #2 site investigation								\$ 250.00			\$ (250.00)
110	1076	11/16/19	Brax company-ID4-9 electric hook-up						\$ 146,691.66					\$ (146,691.66)
111	1077	11/26/19	Pacific Pipe-Well 11 upgrades					\$ 2,810.62						\$ (2,810.62)
112	1078	12/11/19	Freight Charge					\$ 623.29						\$ (623.29)
113	1079	12/23/19	BBK-real property acquisition-Well #2								\$ 265.50			\$ (265.50)
114	1080	12/20/19	DeAnza Ready mix-Road base Well 4-9						\$ 1,377.22					\$ (1,377.22)
115	1081	12/20/19	Pacific Pipe-Well 16 upgrades					\$ 5,904.65						\$ (5,904.65)
116	1082	12/23/19	Brax-Well repairs					\$ 1,539.07	\$ 270,188.02					\$ (271,727.09)
117	1083	12/27/19	Brax-Work in Well 4-9						\$ 62,963.13					\$ (62,963.13)
118	1084	12/27/19	DeAnzaReady mix-concrete for kicker					\$ 688.42	\$ 553.41					\$ (1,241.83)
119	1085	01/03/20	Best Best & Krieger-Bond work review							\$ 586.50	\$ 62.04		\$ 640	\$ (1,288.54)
120	1086	01/28/20	Automated Water Treatment-chlorinator well4-9						\$ 1,044.75					\$ (1,044.75)
121	1087	01/28/20	David Taussig-Debt reporting costs				\$ 905.00							\$ (905.00)
122	1088	01/28/20	McCalls Meters-Meter for well ID4-9						\$ 3,694.50					\$ (3,694.50)
123	1089	01/28/20	Pacific Pipe-Parts for well 4-9						\$ 11,981.64					\$ (11,981.64)
124	1090	02/10/20	DeAnzaReady mix-concrete for kicker well9						\$ 651.20					\$ (651.20)
125	1091	02/10/20	Grainger-Exhaust Fan Well 9						\$ 359.99					\$ (359.99)
126	1092	02/10/20	Pacific Pipe-Hydrants, Well 9						\$ 1,160.74				\$ 17,742	\$ (18,902.83)
127	1093	02/12/20	Best Best & Krieger								\$ 206.50			\$ (206.50)
128	1094	02/12/20	Jerome C Rowling								\$ 250.00			\$ (250.00)
129	1095	02/25/20	Dynamic Consulting-Phase 1 & 2 Pipeline							\$ 38,140.00				\$ (38,140.00)
130	1096	02/25/20	Pacific Pipe-Hydrants							\$ 3,112.63			\$ 950	\$ (4,062.61)
131	1097	03/09/20	Fredericks Services Inc										\$ 18,965	\$ (18,965.00)
132	1099	03/23/20	Home Depot										\$ 510	\$ (510.17)
133	1098	03/23/20	Best Best & Krieger							\$ 1,206.00	\$ 1,386.50			\$ (2,592.50)
134	1100	03/16/20	Pacific Pipeline - Hydrants										\$ 9,711	\$ (9,711.27)
135	1101	03/23/20	Fredericks Services Inc										\$ 20,324	\$ (20,324.00)
136	1102	03/23/20	Pacific Pipeline Supply - Hydrants										\$ 23,810	\$ (23,809.97)
137	1103	03/23/20	Jerry Rolwing-Well #9 Water Sample						\$ 500.00					\$ (500.00)
138		06/27/10	Pacific Pipeline - Extra parts to Inventory										\$ (379)	\$ 379.47
139	1104	04/07/20	Pacific Pipeline Supply - Hydrants										\$ 12,816	\$ (12,816.43)
140	1105	04/07/20	Terry Robertson-Double O Pipeline replacement + RET							\$ 150,136.65				\$ (150,136.65)
141	1106	04/07/20	US Bank - AC & Awning for Portable Office						\$ 4,377.05					\$ (4,377.05)

	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1			BOND CIP FUNDS									Sewer Inspect		
2			RECONCILIATION-FY 2019/2021					Well 12-17100/ 4-5 Well upgrades 10117140	Prod Well #1 ID4-9 10117110	Pipeline Project Phase 1/2 10117120/17200	Prod Well #2 10117130	Club Cir 17150 La Casa 10117210	Firehydrants 10117160	
3				Bond Proceeds	Interest paid	Cost of Issuance	Misc.							
4														
5														
142	1107	04/13/20	DeAnza Ready Mix - Concrete for Hydrants										\$ 597	\$ (596.74)
143	1108	04/13/20	Home Depot										\$ 2,124	\$ (2,124.37)
144	1109	04/13/20	Fredericks Services Inc										\$ 25,395	\$ (25,395.00)
145	1110	04/21/20	Pacific Pipeline Supply										\$ 27,709	\$ (27,708.72)
146	1111	04/28/20	Dudek								\$ 2,385.00			\$ (2,385.00)
147	1112	04/28/20	Fredericks Services Inc										\$ 24,399	\$ (24,399.00)
148	1113	05/05/20	Borrego Landfill										\$ 177	\$ (176.65)
149	1114	05/05/20	Pacific Pipeline Supply										\$ 28,324	\$ (28,324.07)
150	1115	05/12/20	DeAnza Ready Mix										\$ 1,302	\$ (1,302.38)
151	1116	05/12/20	Home Depot										\$ 877	\$ (877.33)
152	1117	05/19/20	Fredericks Services Inc										\$ 25,379	\$ (25,379.00)
153	1118	05/19/20	Pacific Pipeline Supply										\$ 1,164	\$ (1,163.76)
154	1119	05/26/20	BBK								\$ 4,484.50			\$ (4,484.50)
155	1120	05/26/20	Dudek								\$ 2,690.00			\$ (2,690.00)
156	1121	06/04/20	Aggregate Products Inc. - Asphalt										\$ 996	\$ (995.62)
157	1122	06/04/20	Borrego Landfill										\$ 206	\$ (205.61)
158	1123	06/04/20	Brax Company - Underground electric & Panels					\$ 60,000.00						\$ (60,000.00)
159	1124	06/04/20	Fredericks Services Inc										\$ 25,457	\$ (25,457.00)
160	1125	06/04/20	Pacific Pipeline										\$ 31,956	\$ (31,955.72)
161	1126	06/09/20	DeAnza Ready Mix										\$ 597	\$ (596.74)
162	1127	06/09/20	Home Depot										\$ 879	\$ (878.96)
163	1128	06/09/20	Pacific Trans Environmental										\$ 605	\$ (604.95)
164	1129	06/18/20	Fredericks Services Inc										\$ 10,244	\$ (10,244.00)
165	1130	06/22/20	Downstream-Video manhole #8 to #4 by La Casa									\$ 2,680		\$ (2,680.00)
166	1131	06/22/20	Fredericks Services Inc										\$ 26,697	\$ (26,697.00)
167	1132	07/07/20	Home Depot						\$ 1,944					\$ (1,944.11)
168	1133	07/14/20	Brax Company, Inc.					\$ 110,809						\$ (110,808.81)
169	1134	07/14/20	De Anza Ready Mix										\$ 353	\$ (352.83)
170	1135	07/14/20	Dudek								\$ 2,100			\$ (2,100.00)
171	1136	07/14/20	Pacific Pipeline										\$ 25,139	\$ (25,138.57)
172	1137	07/16/20	Brax Company, Inc.					\$ 1,000						\$ (1,000.00)
173	1138	07/16/20	Fredericks Services Inc										\$ 27,464	\$ (27,464.00)
174	1139	07/28/20	Dudek						\$ 1,648		\$ 2,833			\$ (4,480.00)
175	1140	08/10/20	De Anza Ready Mix										\$ 353	\$ (352.83)
176	1141	08/10/20	Downstream Services									\$ 20,569		\$ (20,569.44)
177	1142	08/10/20	Home Depot						\$ 1,152				\$ 693	\$ (1,844.91)
178	1143	08/10/20	Pacific Pipeline					\$ 113					\$ 30,019	\$ (30,131.34)
179	1144	08/17/20	Downstream Services									\$ 4,008		\$ (4,008.00)
180	1145	08/17/20	Fredericks Services Inc										\$ 36,917	\$ (36,917.00)
181	1146	08/25/20	Dudek								\$ 6,547			\$ (6,547.35)
182	1147	08/25/20	Pacific Pipeline										\$ 3,271	\$ (3,270.58)
183	1148	08/25/20	Fredericks Services Inc										\$ 6,152	\$ (6,152.00)
184	1149	09/08/20	Pacific Pipeline Supply, Inc.										\$ 600	\$ (599.95)
185	1150	09/14/20	Fredericks Services Inc										\$ 29,559	\$ (29,559.00)
186	1151	09/14/20	Landmark Consultants, Inc							\$ 7,916				\$ (7,916.40)
187	1152	09/14/20	Pacific Pipeline Supply, Inc.							\$ 31			\$ 219	\$ (249.36)
188	1153	09/21/20	Dudek								\$ 6,816			\$ (6,816.18)
189	1154	09/21/20	McCalls Meters, Inc							\$ 2,687				\$ (2,687.29)
190	1155	09/21/20	Pacific Pipeline Supply, Inc.							\$ 6,896				\$ (6,895.73)
191	1156	09/21/20	Rove Engineering							\$ 142,653				\$ (142,653.00)
192	1157	09/29/20	Downstream Services									\$ 11,539		\$ (11,539.26)
193	1158	09/29/20	Joe's Paving										\$ 7,555	\$ (7,555.18)
194	1159	09/29/20	Landmark Consultants, Inc							\$ 7,517				\$ (7,516.80)
195	1160	10/13/20	Downstream Services								\$ 2,980			\$ (2,980.00)
196	1161	10/13/20	Landmark Consultants, Inc							\$ 4,180				\$ (4,180.00)
197	1162	10/13/20	Pacific Pipeline							\$ 2,613				\$ (2,612.77)
198	1163	10/20/20	County of SD Public Works							\$ 4,887				\$ (4,887.00)
199	1164	10/20/20	DeAnza Ready Mix										\$ 298	\$ (298.00)
200	1165	10/20/20	Dudek								\$ 7,184			\$ (7,184.00)
201	1166	10/22/20	Downstream Services									\$ 4,008		\$ (4,008.00)
202	1167	10/27/20	A-1 Irrigation							\$ 165				\$ (164.61)
203	1168	10/27/20	DeAnza Ready Mix					\$ 2,793						\$ (2,793.09)
204	1169	10/27/20	Landmark Consultants, Inc							\$ 4,439				\$ (4,438.80)
205	1170	11/05/20	Brax Company					\$ 11,769						\$ (11,768.96)
206	1171	11/05/20	Pacific Pipeline					\$ 1,793		\$ 2,956			\$ (697)	\$ (4,052.28)
207	1172	11/05/20	Pacific Trans Environmental										\$ 3,308	\$ (3,307.80)
208	1173	11/09/20	Brax Company					\$ 682						\$ (681.84)
209	1174	11/09/20	Downstream Services									\$ 2,783		\$ (2,782.50)

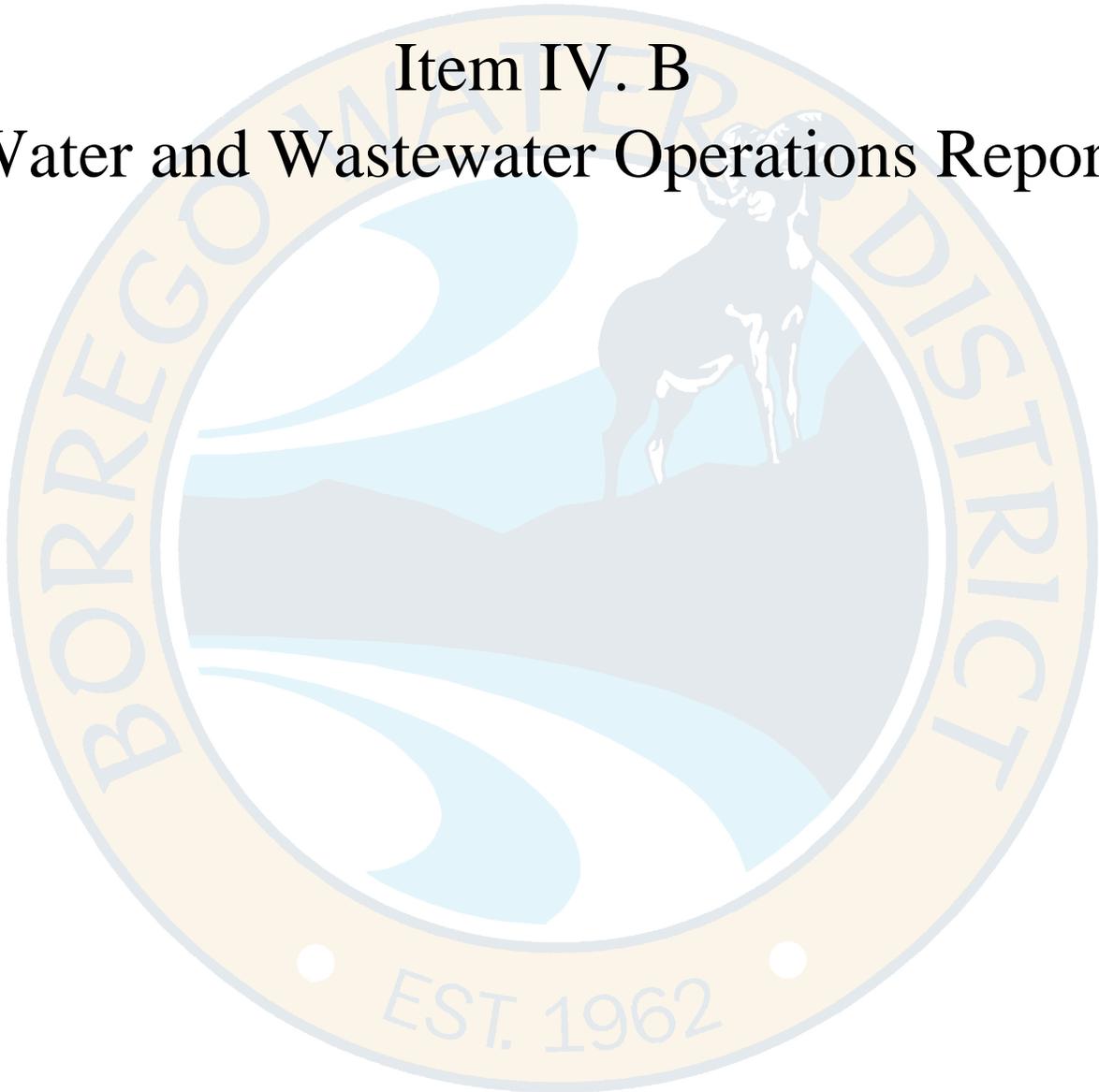
	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1														
2			BOND CIP FUNDS									Sewer Inspect		
3			RECONCILIATION-FY 2019/2021									Club Cir 17150	Firehydrants	
4												La Casa		
5				Bond Proceeds	Interest paid	Cost of Issuance	Misc.	4-5 Well upgrades/ 10117140	Prod Well #1 ID4-9 10117110	Pipeline Project Phase 1/2 10117120/17200	Prod Well #2 10117130	10117210	10117160	
210	1175	11/13/20	SD County							\$ 3,258				\$ (3,258.00)
211	1176	11/13/20	Downstream Services									\$ 12,258		\$ (12,258.00)
212	1177	11/30/20	Dudek								\$ 10,698			\$ (10,697.50)
213	1178	11/30/20	Landmark Consultants, Inc							\$ 3,072				\$ (3,072.00)
214	1179	11/30/20	McCalls Meters							\$ 1,510				\$ (1,509.58)
215	1180	11/30/20	Pacific Pipeline							\$ 620				\$ (619.68)
216	1181	11/30/20	Rove Engineering							\$ 262,712				\$ (262,712.00)
217	1182	12/07/21	Pacific Pipeline Supply							\$ 357				\$ (356.87)
218	1183	12/15/21	SD County							\$ 398				\$ (398.20)
219	1184	01/11/21	Home Depot							\$ 469				\$ (469.46)
220	1185	01/11/21	Pacific Pipeline							\$ 307				\$ (307.09)
221	1186	01/12/21	SD County							\$ 453				\$ (452.50)
222	1187	01/12/21	Dynamic Consulting - Pipeline I							\$ 23,110				\$ (23,110.00)
223														
224														
225			BOND FUND BALANCE	\$ 5,517,293	\$ -	\$ 147,390	\$ 905	\$ 853,096	\$ 1,608,927	\$ 1,290,607	\$ 88,204	\$ 153,629	\$ 534,577	\$ 839,957
228														
229										1/31/2021	MMA			\$ 988,216
230										1/31/2021	Checking			\$ 116,119
231										1/31/2021	Total Bond funds Balance			\$ 1,104,335

Borrego Water District  
 Groundwater Management Expenses  
 FYE 2021



Month	(54810) BBK	Legal BBK/JT	Watermaster BWD Staff	DUDEK	Wendy Quinn Minutes	Meter Testing	Staff Allocation	Conf/Classes Misc.	Jerry Consulting	G/LTotal
	<u>Stipulated</u>	<u>GWM</u>								
July 2020	16,175.77	7,611.00	3,900.54				7,801.08	9.99	125.00	35,623.38
Aug 2020	31,872.40	1,684.95		18,001.25	62.50		3,852.30	9.99		55,483.39
Sept 2020	23,410.10		1,198.00			2,025.00	600.00	9.99		27,243.09
Oct 2020	39,471.76		153.33	43,754.76				9.99		83,389.84
Nov 2020	79,653.35			2,476.25				9.99	1,125.00	83,264.59
Dec 2020	19,962.74	914.50	880.32	1,171.25			560.00	9.99		23,498.80
Jan 2021	16,592.51		1,121.00					9.99		17,723.50
<b>Total</b>	<b>227,138.63</b>	<b>10,210.45</b>	<b>7,253.19</b>	<b>65,403.51</b>	<b>62.50</b>	<b>2,025.00</b>	<b>12,813.38</b>	<b>69.93</b>	<b>1,250.00</b>	<b>326,226.59</b>

Item IV. B  
Water and Wastewater Operations Report





# **BORREGO WATER DISTRICT**

**JANUARY 2021**

## **WASTEWATER OPERATIONS REPORT**

There's no problems with wastewater system at the moment:

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

**Average flow:** 69313 (gallons per day)

**Peak flow:** 84000 gpd TUESDAY, JANUARY 09- 2021



## BORREGO WATER DISTRICT

RAMS HILL WASTEWATER TREATMENT FACILITY

4861 Borrego Springs Rd, BORREGO SPRINGS, CA 92004  
(760) 767-5806 FAX (760) 767-5994

02/05/2021

CALIFORNIA REGIONAL WATER QUALITY  
CONTROL BOARD – REGION 7  
73-720 FRED WARING DR. SUITE 100  
PALM DESERT, CA. 92260

Attn: Adriana Godinez/WRCE

RE: JANUARY 2021 Borrego Springs WWTP

Dear Adriana,

Please find attached the JANUARY 2021 monthly monitoring reports and Nitrate Study Lab results for Borrego springs district WWTP.

We are pleased to inform you that there's no known violations for this month.

If you have any questions please contact ROGELIO MARTINEZ/WT-III. (760)419-2764.

Respectfully,

Rogelio Martinez/ water plant operator III

CC: Geoff Poole/GM

JAN 2021	DAILY FLOW GAL.	TOTAL FLOW GAL.
1	74600	43754500
2	78300	43832900
3	68600	43901600
4	61800	43963500
5	58400	44022000
6	57100	44079100
7	65000	44144200
8	69200	44213400
9	84000	44297600
10	83400	44381200
11	79300	44460600
12	74600	44535400
13	72000	44607500
14	74100	44681700
15	57100	44738900
16	69600	44808600
17	75100	44883900
18	69900	44953800
19	60400	45014200
20	57800	45072100
21	77800	45150000
22	63200	45213300
23	65000	45278400
24	69900	45348300
25	64000	45412400
26	64700	45477100
27	68200	45545400
28	70400	45615800
29	67400	45683300
30	73200	45756700
31	74600	45831400

# **MONTHLY REPORT: R.H.W.T.F**

**MONTH: JANUARY**

**YEAR: 2021**

BORREGO WATER DISTRICT,  
RAMS HILL WASTEWATER TREATMENT FACILITY,  
4861 BORREGO SPRINGS ROAD,  
BORREGO SPRINGS, CA 92004  
760-767-5806; phone  
760-767-5994; fax

COMMENTS: THERE ARE NO SPILLS TO REPORT FOR JANUARY 2021; THE FLOW REPORT IS ATTACHED.

Submitted by: ROGELIO MARTINEZ/BWD TO: GEOFF POOLE/BWD;  
Date:02/05/2021

**CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD  
COLORADO RIVER BASIN REGION**

WDID NO.: **7A 37 0125 001**  
ORDEF NO.: **R7-2019-0015**

**MONITORING AND REPORTING  
BORREGO WATER DISTRICT - RAMS HILL WWTF  
MONTH: JANUARY  
YEAR: 2021**

REPORTING FREQUENCIES: MONTHLY

JANUARY

TYPE OF SAMPLE:	INFLUENT			PONDS		
CONSTITUENTS:	Flow	BOD	TSS	DO	pH	Freeboard
FREQUENCY:	Daily	Monthly	Monthly	Twice Monthly	Twice Monthly	Twice Monthly
DESCRIPTION:	Measurement	Grab	Grab	Grab	Grab	Measurement
UNITS:	gpd	mg/L	mg/L	mg/L	s.u.	ft
REQUIREMENTS						
30-DAY MEAN:						
MAXIMUM:						
MINIMUM:						
DATE OF SAMPLE	JANUARY					
1	74600					
2	78300					
3	68600					
4	61800					
5	58400	90	66	8.91	8.97	3.5
6	57100					
7	65000					
8	69200					
9	84000					
10	83400					
11	79300					
12	74600					
13	72000					
14	74100					
15	57100					
16	69600					
17	75100					
18	69900					
19	60400			7.05	9.16	3.5
20	57800					
21	77800					
22	63200					
23	65000					
24	69900					
25	64000					
26	64700					
27	68200					
28	70400					
29	67400					
30	73200					
31	74600					
<b>30-DAY MEAN</b>	<b>69313</b>	<b>90</b>	<b>66</b>	<b>7.98</b>	<b>9.07</b>	<b>3.5</b>
<b>MAXIMUM</b>	<b>84000</b>	<b>90</b>	<b>66</b>	<b>8.91</b>	<b>9.16</b>	<b>3.5</b>
<b>MINIMUM</b>	<b>57100</b>	<b>90</b>	<b>66</b>	<b>7.05</b>	<b>8.97</b>	<b>3.5</b>

I declare under the penalty of law that I personally examined and am familiar with the information submitted in this document, and that based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature: *Rogelio Altamirano*  
Date: 02-05-2021

**CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD  
COLORADO RIVER BASIN REGION**

WDID NO.: **7A 37 0125 001**  
ORDER NO.: **R7- 2019-0015**

**MONITORING AND REPORTING  
BORREGO WATER DISTRICT - RAMS HILL WWTF  
MONTH: JANUARY  
YEAR: 2021**

REPORTING FREQUENCY **MONTHLY**

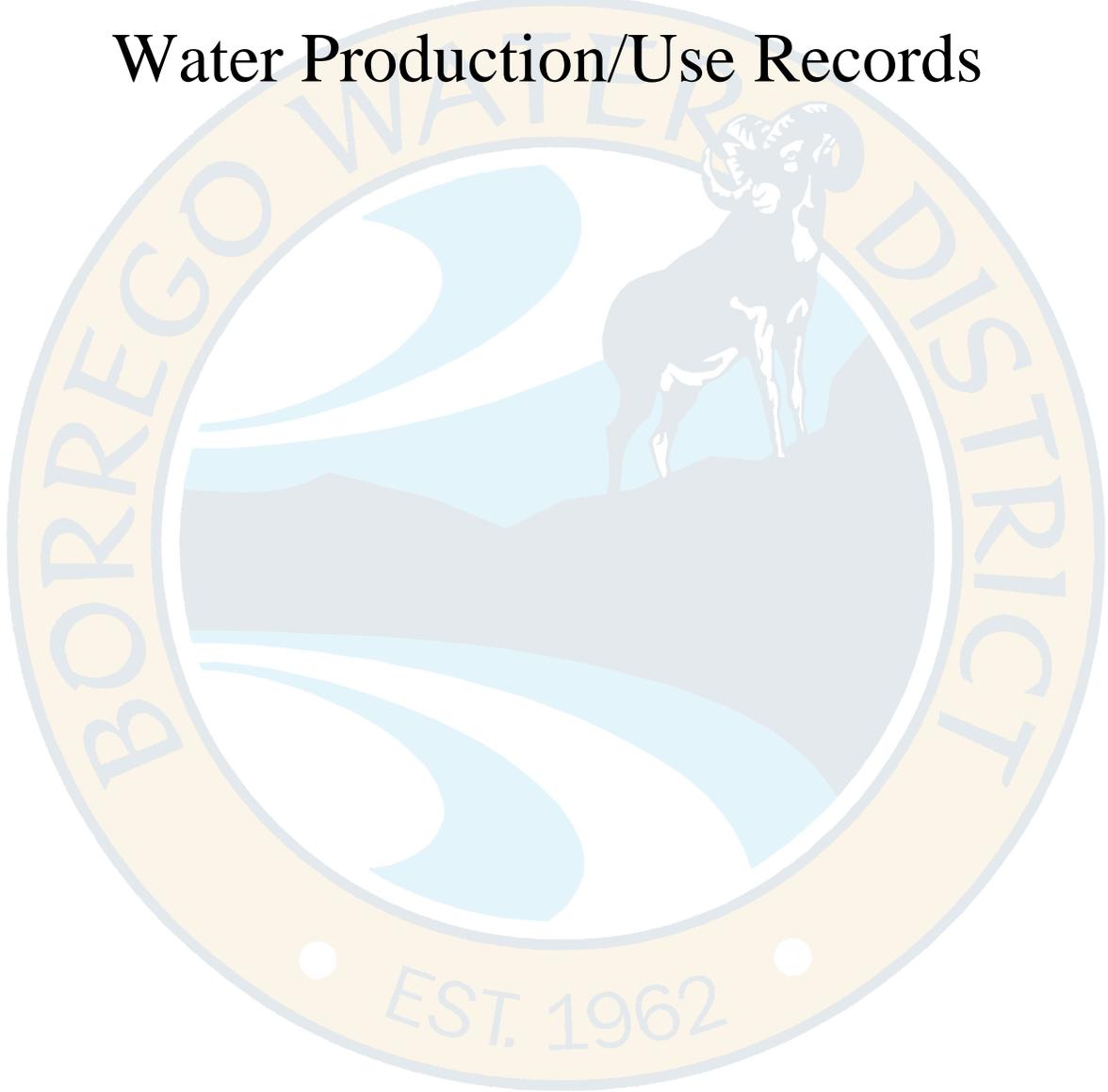
JANUARY

TYPE OF SAMPLE:	EFFLUENT					
CONSTITUENTS:	BOD	TSS	SS	T. Nitrogen	TDS	pH
FREQUENCY:	Twice Monthly					
DESCRIPTION:	Grab	Grab	Grab	Grab	Grab	Grab
UNITS:	mg/L	mg/L	ml/L	mg/L	ml/L	mg/L
REQUIREMENTS						
30-DAY MEAN:						
MAXIMUM:						
MINIMUM:						
DATE OF SAMPLE						
1						
2						
3						
4						
5	0.0	4.0	0.0	7.4	520	9.06
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19	0.0	2.0	0.0	8.9	460	9.16
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
<b>30-DAY MEAN</b>	<b>0.0</b>	<b>3.0</b>	<b>0.0</b>	<b>8.2</b>	<b>490</b>	<b>9.11</b>
<b>MAXIMUM</b>	<b>0.0</b>	<b>4.0</b>	<b>0.0</b>	<b>8.9</b>	<b>520</b>	<b>9.16</b>
<b>MINIMUM</b>	<b>0.0</b>	<b>2.0</b>	<b>0.0</b>	<b>7.4</b>	<b>460</b>	<b>9.06</b>

I declare under the penalty of law that I personally examined and am familiar with the information submitted in this document, and that based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature:   
Date: 02-05-2021

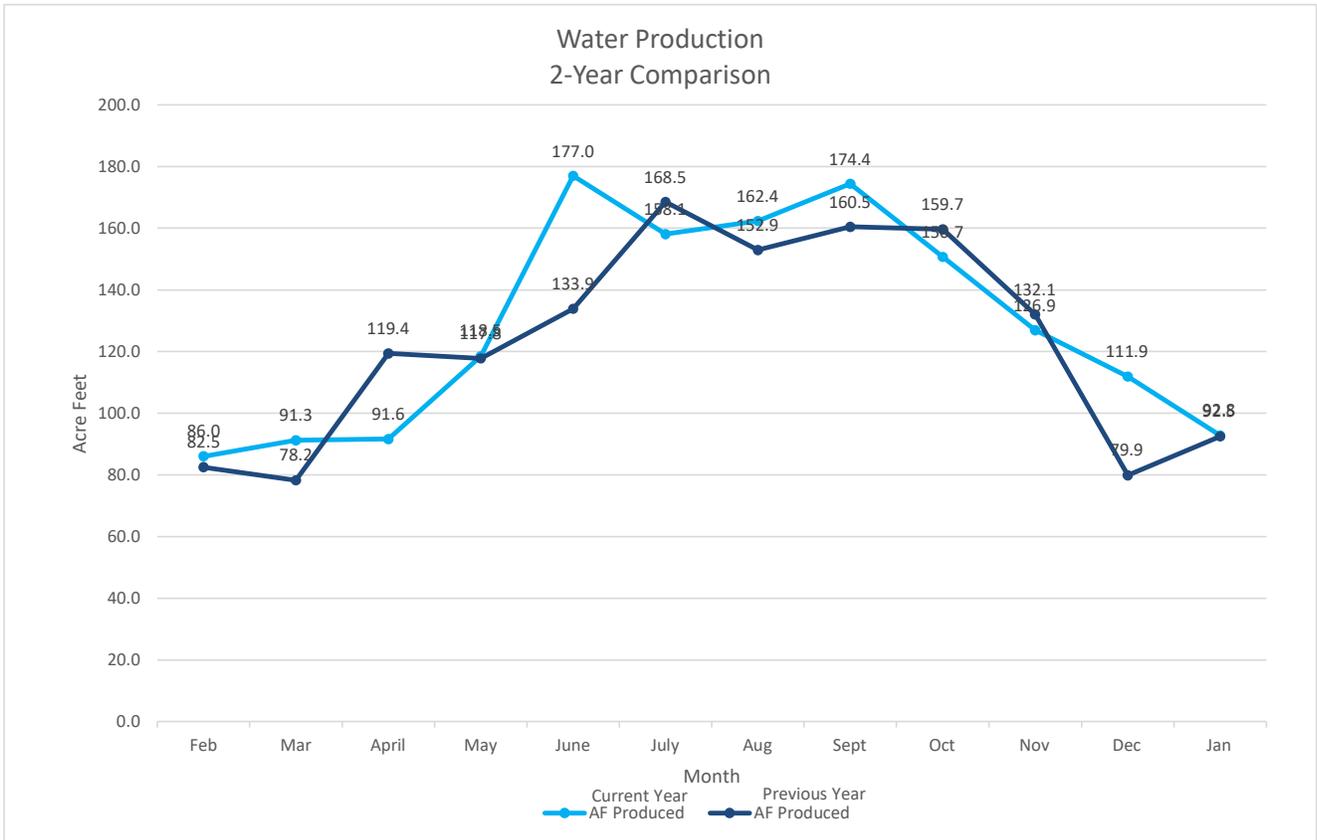
Item IV. C  
Water Production/Use Records





# BORREGO WATER DISTRICT

## WATER PRODUCTION SUMMARY JANUARY 2021



### Past 12 months Production vs. Sales

	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21
AF Sold	82.0	85.3	83.5	110.4	162.5	139.2	145.6	160.4	136.0	119.3	103.2	85.5
AF Produced	86.0	91.3	91.6	118.5	177.0	158.1	162.4	174.4	150.7	126.9	111.9	92.8
% Non Rev.	4.7%	6.6%	8.9%	6.8%	8.2%	12.0%	10.3%	8.1%	9.8%	6.0%	7.8%	7.9%

### Previous 12 Months Production vs. Sales

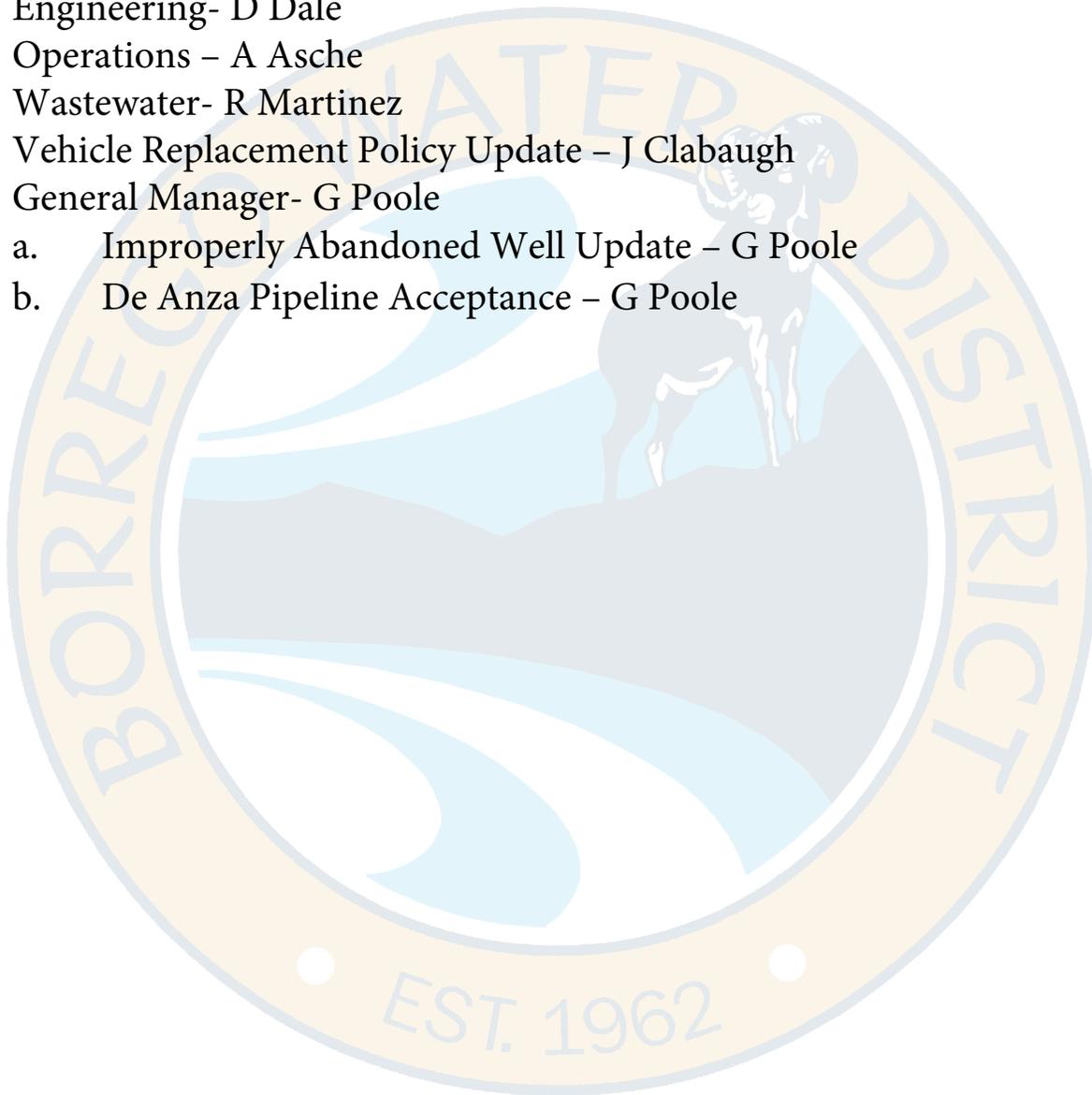
	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20
AF Sold	73.9	71.2	111.3	107.7	129.7	159.7	148.7	150.0	153.2	121.7	72.6	86.5
AF Produced	82.5	78.2	119.4	117.8	133.9	168.5	152.9	160.5	159.7	132.1	79.9	92.5
% Non Rev.	10.5%	9.0%	6.8%	8.5%	3.1%	5.3%	2.8%	6.5%	4.0%	7.8%	9.2%	6.5%

### Non Revenue Water Summary

Jan-21	7.9%
Avg. Past 12 Mos.	7.9%
Avg. Past 24 Mos.	7.2%

## V. STAFF REPORTS - VERBAL

- A. Administration – D Del Bono
- B. Engineering- D Dale
- C. Operations – A Asche
- D. Wastewater- R Martinez
- E. Vehicle Replacement Policy Update – J Clabaugh
- F. General Manager- G Poole
  - a. Improperly Abandoned Well Update – G Poole
  - b. De Anza Pipeline Acceptance – G Poole



BORREGO WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
FEBRUARY 23, 2021  
AGENDA ITEM V. F

February 18, 2021

TO: Board of Directors  
FROM: Geoffrey Poole, General Manager  
SUBJECT: Staff Report – General Manager

**RECOMMENDED ACTION:**

1. The County of SD provided the attached letter that was sent to the owner of the Bates Motel pertaining to the existence of an improperly abandoned well. ATTACHMENT: Letter from County of SD to Property Owner.
2. The pipeline replacement project for De Anza Dr., Yaqui Rd and Fairway Lane is complete. Jessica is totaling up the expenditures and staff will be requesting acceptance of the facilities at the next or subsequent BWD Board Meeting



# County of San Diego

DEPARTMENT OF ENVIRONMENTAL HEALTH AND QUALITY

**AMY HARBERT**  
ACTING DIRECTOR

P.O. BOX 129261, SAN DIEGO, CA 92112-9261  
Phone: (858) 505-6700 or (800) 253-9933 Fax: (858) 514-6583  
www.sdcdeh.org

## OFFICIAL NOTICE

February 11, 2021



### OFFICIAL NOTICE TO ABATE ABANDONED WELL

3241 BORREGO VALLEY ROAD, BORREGO SPRINGS 92004 APN 199-090-18 -  
DEH2021-ACOM-072375

The Department of Environmental Health & Quality (DEHQ) is providing this Notice to outline the steps required to properly destroy three abandoned water wells located on Parcel 199-090-18, in Borrego Springs, California. According to County of San Diego's Assessor Records, you are listed as the registered property owner for this property.

On February 10, 2021, DEHQ was notified that three abandoned wells are located at the above referenced property. On February 11, 2021, DEHQ staff field verified the abandoned wells. One of the wells appeared to be properly sealed at the surface. The remaining two wells were left open and are covered by wood scraps.

The California Water Well Standards specify that abandoned wells must be destroyed in accordance with Chapter II, Part III of the State Department of Water Resources Bulletin No. 7481. An abandoned well is a well that has not been used for a period of one year.

DEHQ is hereby notifying you to:

1. **Within twenty (20) days** of receipt of this notice, submit an application to properly destroy the wells in accordance with California Water Well Standards.
2. **Within sixty (60) days** of receipt of this Notice, the destruction of the wells shall be completed by a California C-57 Licensed Contractor under DEHQ permit.

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DEHQ staff are available to assist you in addressing the abandoned wells and have provided below, the minimum requirements to properly destroy the wells.

**Destruction of Abandoned Well**

The owner will have the wells backfilled and destroyed by a licensed well driller in accordance with Water Well Standards, State of California, Bulletins 74-81 & 74-90, Chapter II, Part III, Section 23:

1. Investigate hole for obstructions and remove any obstructions prior to destruction. As much of dug well's lining as possible (or safe) should be removed prior to filling.
2. Seal the upper 20 feet with impervious material. Suitable impervious materials include neat cement, sand-cement grout, concrete, or high solids bentonite grout and non-slurry bentonite.
3. The remainder of the well below 20 feet shall be filled with clay, sand, or other suitable inorganic material.
4. During periods when no work is being done on the well, a temporary cover shall be installed.

DEHQ requests that you take all necessary steps outlined in this Official Notice to correct the abandoned well within the stated timeframes.

DEHQ staff are also available to assist you in complying with this Official Notice. Please Contact Jon Senaha, at (858) 505-6798 or via email at [jon.senaha@sdcounty.ca.gov](mailto:jon.senaha@sdcounty.ca.gov) if you have any questions.

Sincerely,



JON SENAHA, Environmental Health Specialist Department of  
Environmental Health & Quality  
Well Program

cc: Geoff Poole, Borrego Water District (email)



Abandoned Well #1



Abandoned Well #2



Abandoned Well #3

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BORREGO WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
FEBRUARY 23, 2021  
AGENDA ITEM II.F

February 18, 2021

TO: Board of Directors

FROM: Geoffrey Poole, General Manager

SUBJECT: First Amendment to Borrego Springs Sub Basin Settlement Agreement and Stipulated Judgment

**RECOMMENDED ACTION:**

Negotiators for the pumpers are in the final stages of developing the language for the First Amendment. A call between the Negotiators has been scheduled for Monday at 8:00 with the intention of creating the Final Draft. A Closed Session has been scheduled to discuss the items first and then an Open Session follows for public discussion of the issues. If for some reason, the negotiations are not complete before the BWD Board Meeting, a Special Meeting may be needed to approve the changes before the next Court date of February 25<sup>th</sup>.

