

Borrego Water District Board of Directors
Special Meeting
June 11, 2024 @ 9:00 A.M.
806 Palm Canyon Drive
Borrego Springs, CA 92004

The Borrego Water District Board of Directors meeting as scheduled will be conducted in person and in an electronic format please note BWD is providing remote attendance options solely as a matter of convenience to the public. BWD will not stop or suspend its in-person public meeting should a technological interruption occur with respect to the GoTo meeting or call-in line listed on the agenda. We encourage members of the public to attend BWD meetings in-person at the address printed on page 1 of this agenda. Anyone who wants to listen to or participate in the meeting remotely is encouraged to observe the GO TO MEETING at:

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I. OPENING PROCEDURES -

- A. Call to Order
- B. Pledge of Allegiance
- C. Directors' Roll Call: President Dice, Vice President Baker, Sec/Treas Johnson and Directors Duncan & Moran.
- D. Approval of Agenda
- E. Comments from the Public & Requests for Future Agenda Items (may be limited to 3 min)
- F. Comments from Directors
- G. Correspondence Received from the Public - None

II. ITEMS FOR BOARD CONSIDERATION AND POSSIBLE ACTION -

- A. Cash Flow Analysis and FY 24-25 Finance Committee Budget Recommendations – J Clabaugh
- B. BWD Assuming Responsibility for former CIVICWELL Proposition 68 Grant Project – G Poole
- C. FY24 Budget Adjustment - Early purchase of fleet vehicle - G Poole/J Clabaugh
- D. Borrego Springs Subbasin Watermaster Board – VERBAL D Duncan/K Dice/T Driscoll
 - 1. Update on Board Activities Including 6-13-24 Agenda Items
 - 2. Update on Technical Advisory Committee Activities
- E. Resolution No. 2024-04-01 Resolution Of The Board Of Directors Of Borrego Water District Authorizing The Collection Of The ID#5 Water Sewer Availability Stand By Fees By The County Tax Collector.

AGENDA: June 11, 2024: The Borrego Springs Water District complies with the Americans with Disabilities Act. Persons with special needs should call Geoff Poole, General Manager – 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.

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.

III. BOARD COMMITTEE REPORTS, IF NEEDED

STANDING:

- A. Operations and Infrastructure: Duncan/Baker
- B. Budget and Audit: Dice/Moran
- C. ACWA/JPIA Insurance: Dice/Johnson

AD HOC:

- A. Prop 68 Implementation: Baker/Johnson
- B. Public Outreach: Dice/Johnson:
- C. Grants: Dice/Johnson
- D. Cyber Security/Risk Management: Baker
- E. Developer's Agreement: Baker/Duncan
- F. Finance: Baker/Moran
- H. Borrego Springs Basin Water Quality: Moran/Johnson
- I. Automated Metering Implementation: Baker/Moran

IV. STAFF REPORTS – VERBAL

- A. Finance Officer – J Clabaugh
 - 1. Reserve Fund Policy Discussion with Finance Committee
 - 2. May Water Production Report
- B. General Manager – G Poole

V. CLOSED SESSION:

- A. Conference with Legal Counsel - Potential Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: (Two (2) potential cases)
- B. Conference with Legal Counsel – Existing Litigation (Borrego Water District v. All Persons (Groundwater), Orange County Superior Court Case No. 37-2020-00005776)

VI. CLOSING PROCEDURE:

- A. The next Board Meeting is scheduled for 9:00 AM on June 25, 2024, to be available online and in person at 806 Palm Canyon Drive. See Board Agenda at BorregoWD.org for details, Agenda information available at least 72 hours before the meeting.

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BORREGO WATER DISTRICT
BOARD OF DIRECTORS MEETING
JUNE 11, 2024
AGENDA ITEM II.A

June 6, 2024

TO: Board of Directors

FROM: Geoffrey Poole, General Manager

SUBJECT: Cash Flow Analysis and FY 24-25 Finance Committee Budget Recommendations – J Clabaugh

RECOMMENDED ACTION:

Discuss Cash Flow and recent FC Recommendations

ITEM EXPLANATION:

Jessica has developed the attached Cash Flow. She will review in detail at the Meeting.

*The Finance Committee met to review Cash Flow and based on the planned future low balances, is recommending holding off on hiring of any new employees.

*The cost of a WWTP Operator is \$25,000 per month. It is prudent to prepare to fund this expense for 4 months which would allow time for recruitment and hiring in the event Roy departed before we could hire a replacement.

*Reserve Funds need to be re evaluated as part of the upcoming 2 year Proposition 218 Rate Study and Approval Process, starting in July 2024

NEXT STEPS

1. Discuss recommendations and incorporate into the Final Draft of the 24-25 Budget which will be presented to the Board for approval on 6-25.

FISCAL IMPACT

1. TBD

ATTACHMENTS

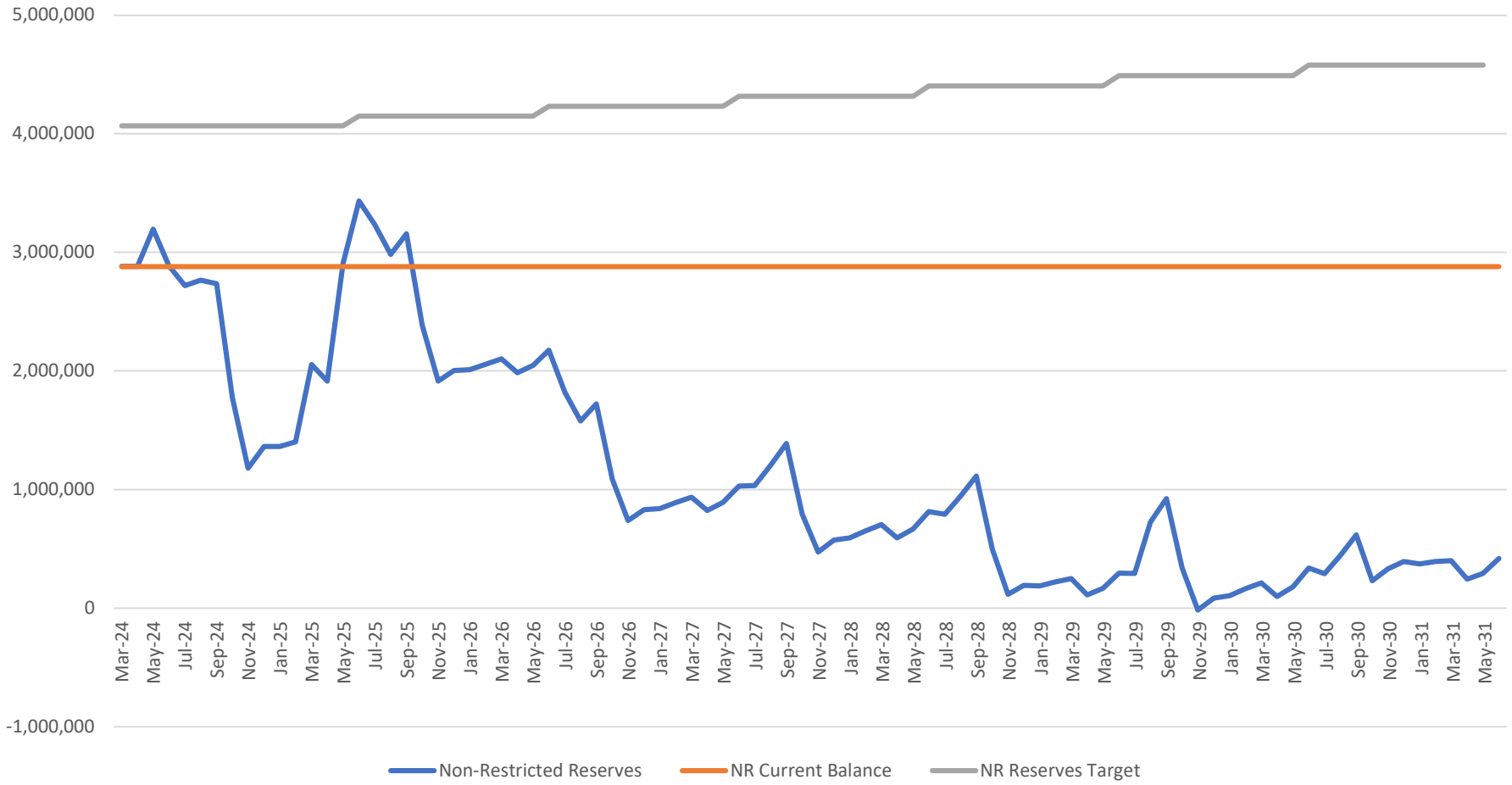
1. Cash Flow by Month
2. Reserve Balance Projections Graph

	Fiscal Year 2024			Fiscal Year 2025											
	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
BEGINNING CASH	3,816,945	4,193,012	4,506,540	4,197,918	4,030,763	4,077,143	4,046,434	3,086,205	2,491,138	2,675,502	2,674,460	2,714,193	3,364,912	3,226,593	4,216,179
Cash Flows from Operations	238,051	83,825	143,878	37,421	168,938	185,597	154,925	133,203	122,158	40,034	80,809	80,295	6,547	88,698	151,069
Less Debt Service Payments	72,751	-	-	-	-	-	873,578	-	-	-	-	-	103,790	-	-
Less BPA Acquisition Payments (DB)	-	-	-	-	-	-	-	486,694	-	-	-	-	-	-	-
Less Cash Funded CIP Projects	19,238	222,982	352,000	41,076	41,076	41,076	41,076	41,076	41,076	41,076	41,076	41,076	41,076	41,076	41,076
Less Congressional Appropriations Cash Funded Poriton	12,150	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less Cash Payments Reimbursible Under Tank & Motor Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Add Reimbursement Payments Under Tank & Motor Grant	-	553,185	-	-	119,018	-	-	-	-	-	-	-	-	941,964	-
Less Cash Payments Reimbursible Under P68 Grant	2,782	100,500	100,500	200,500	200,500	200,500	200,500	200,500	100,500	-	-	-	-	-	-
Add Reimbursement Payments Under P68 Grant	244,937	-	-	37,000	-	25,269	-	-	203,782	-	-	611,500	-	-	421,000
Net Cash Flows	376,067	313,528	(308,622)	(167,155)	46,380	(30,710)	(960,229)	(595,067)	184,364	(1,042)	39,733	650,719	(138,319)	989,586	530,993
ENDING CASH	4,193,012	4,506,540	4,197,918	4,030,763	4,077,143	4,046,434	3,086,205	2,491,138	2,675,502	2,674,460	2,714,193	3,364,912	3,226,593	4,216,179	4,747,172

	Fiscal Year 2026											
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
BEGINNING CASH	4,747,172	4,402,866	4,149,763	4,323,233	3,552,247	3,082,789	3,170,802	3,177,077	3,224,096	3,268,517	3,152,840	3,215,429
Cash Flows from Operations	36,902	178,104	194,679	160,822	139,374	124,388	42,483	83,227	80,630	7,350	93,797	158,581
Less Debt Service Payments	-	-	-	870,600	-	-	-	-	-	-	91,820	-
Less BPA Acquisition Payments (DB)	-	-	-	-	557,624	-	-	-	-	-	-	-
Less Cash Funded CIP Projects	31,208	31,208	31,208	31,208	31,208	31,208	31,208	31,208	31,208	31,208	31,208	31,208
Less Congressional Appropriations Cash Funded Poriton	350,000	400,000	30,000	30,000	20,000	5,167	5,000	5,000	5,000	-	-	-
Less Cash Payments Reimbursible Under Tank & Motor Grant	-	-	-	-	-	-	-	-	-	-	-	-
Add Reimbursement Payments Under Tank & Motor Grant	-	-	-	-	-	-	-	-	-	-	-	-
Less Cash Payments Reimbursible Under P68 Grant	-	-	-	-	-	-	-	-	-	-	-	-
Add Reimbursement Payments Under P68 Grant	-	-	40,000	-	-	-	-	-	-	-	-	-
Net Cash Flows	(344,306)	(253,104)	173,471	(770,986)	(469,458)	88,013	6,275	47,019	44,422	(115,677)	62,589	127,373
ENDING CASH	4,402,866	4,149,763	4,323,233	3,552,247	3,082,789	3,170,802	3,177,077	3,224,096	3,268,517	3,152,840	3,215,429	3,342,802

	Fiscal Year 2027											
	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27
BEGINNING CASH	3,342,802	2,988,769	2,746,219	2,890,123	2,253,728	1,906,664	1,997,925	2,007,703	2,058,190	2,103,867	1,990,510	2,059,382
Cash Flows from Operations	36,060	187,709	204,162	166,768	145,864	126,687	45,037	85,747	80,936	8,204	99,131	166,423
Less Debt Service Payments	-	-	-	742,903	-	-	-	-	-	-	91,303	-
Less BPA Acquisition Payments (DB)	-	-	-	-	442,669	-	-	-	-	-	-	-
Less Cash Funded CIP Projects	30,259	30,259	30,259	30,259	30,259	30,259	30,259	30,259	30,259	30,259	30,259	30,259
Less Congressional Appropriations Cash Funded Poriton	359,833	400,000	30,000	30,000	20,000	5,167	5,000	5,000	5,000	-	-	-
Less Cash Payments Reimbursible Under Tank & Motor Grant	-	-	-	-	-	-	-	-	-	-	-	-
Add Reimbursement Payments Under Tank & Motor Grant	-	-	-	-	-	-	-	-	-	-	-	-
Less Cash Payments Reimbursible Under P68 Grant	-	-	-	-	-	-	-	-	-	-	-	-
Add Reimbursement Payments Under P68 Grant	-	-	-	-	-	-	-	-	-	-	-	-
Net Cash Flows	(354,032)	(242,550)	143,903	(636,395)	(347,064)	91,261	9,778	50,488	45,677	(113,357)	68,872	136,164
ENDING CASH	2,988,769	2,746,219	2,890,123	2,253,728	1,906,664	1,997,925	2,007,703	2,058,190	2,103,867	1,990,510	2,059,382	2,195,546

Reserves Projections thru FY31



BORREGO WATER DISTRICT
BOARD OF DIRECTORS MEETING
JUNE 11, 2024
AGENDA ITEM II.B

June 6, 2024

TO: Board of Directors

FROM: Geoffrey Poole, General Manager

SUBJECT: BWD Assuming Responsibility for former CIVICWELL Proposition 68 Grant Project – G Poole

RECOMMENDED ACTION:

Auhorize Staff to proceed with BWD acting as Grant Applicant for the CIVICWELL Project.

ITEM EXPLANATION:

CIVICWELL is in the process of minimizing operations and laying off employees. BWD has been in contact with CIVICWELL and Bri-ABF about how to continue. Bri feels she can continue to oversee the Consultants and activities needed to complete the Grant requirements. BWD Staff is requesting Board approval for us to approach DWR about making the change. BWD has a planned call with our new DWR Grant Manager and we will discuss the specific steps needed if the Board concurs.

NEXT STEPS

1. Discuss with DWR and take steps needed

FISCAL IMPACT

1. TBD

ATTACHMENTS

1. None

BORREGO WATER DISTRICT
BOARD OF DIRECTORS MEETING
JUNE 7, 2024
AGENDA ITEM II.C

June 6, 2024

TO: Board of Directors
FROM: Geoffrey Poole, General Manager / Jessica Clabaugh Finance Officer
SUBJECT: FY24 Budget Adjustment - Early purchase of fleet vehicle

RECOMMENDED ACTION:

Approve Early Purchase of Fleet Vehicle

ITEM EXPLANATION:

The BWD's Short Lived Asset Replacement Program recommends replacement of a water fleet vehicle every other year out of cash reserves. The next replacement is scheduled for FY24/25. The District has the opportunity for a good deal on a purchase right now and would like to request an early purchase. Staff recommends funding this purchase with excess funds in the Water R&M account. FY24 Budget is \$272,200 with approximately \$140,000 remaining as of June 10, 2024. \$65,000 would be transferred to the FY24 Cash CIP Budget. In addition, this will result in a reduction of \$65,000 from the FY25 Cash CIP Budget.

NEXT STEPS

1. TBD

FISCAL IMPACT

1. TBD

ATTACHMENTS

1. None

BORREGO WATER DISTRICT
BOARD OF DIRECTORS MEETING
JUNE 7, 2024
AGENDA ITEM II.D

June 6, 2024

TO: Board of Directors

FROM: Geoffrey Poole, General Manager

SUBJECT: Borrego Springs Subbasin Watermaster Board – VERBAL D Duncan/K Dice/T Driscoll
1. Update on Board Activities Including 6-13-24 Agenda Items - IN PERSON
2. Update on Technical Advisory Committee Activities

RECOMMENDED ACTION:

Discuss upcoming Watermaster related activities

ITEM EXPLANATION:

BWD Representatives from the Watermaster and TAC will provide a review of recent events and an update on upcoming meetings including a review of the IN PERSON BOARD MEETING on June 13.

NEXT STEPS

1. TBD

FISCAL IMPACT

1. TBD

ATTACHMENTS

1. None

**BORREGO WATER DISTRICT
BOARD OF DIRECTORS MEETING
JUNE 7, 2024
AGENDA ITEM II.E**

TO: Board of Directors

FROM: Geoffrey Poole, General Manager

SUBJECT: Resolution No. 2024-06-01 Resolution Of The Board Of Directors Of Borrego Water District Authorizing The Collection Of The ID5 Water And Sewer Availability Standby Charges By The County Tax Collector.

RECOMMENDED ACTION: To Approve Board Resolution 2024-06-01

ITEM EXPLANATION: Borrego Water District Staff has been manually billing the standby fees once a year, in the process properties are often sold and/or fees remain unpaid, the attached Board Resolution is presented to the board for approval to allow the County to place the stand by fees on the corresponding parcel number and upto date with ownership changes.

NEXT STEPS:

1. Approve Board Resolution 2024-06-01
2. Present List to County by August 1, 2024

FISCAL IMPACT: TBD

ATTACHMENTS:

1. Board Resolution 2024-06-01

RESOLUTION NO. 2024-06-01
RESOLUTION OF THE BOARD OF DIRECTORS OF BORREGO
WATER DISTRICT AUTHORIZING THE COLLECTION OF THE ID#5 WATER
SEWER AVAILABILITY STAND BY FEES BY THE COUNTY TAX COLLECTOR.

WHEREAS, Section 35470 of the Water Code of the State of California provides that a California Water District may in lieu, in whole, or in part, of raising funds for District purposes by ad valorem assessments, levy standby charges and/or acreage assessments on land to defray the cost of operations and maintenance and for any lawful district purpose; and

WHEREAS, the Borrego Water District is authorized to fix rates for water services, pursuant to the California Water District Law, commencing with Water Code section 34000, and more particularly, California Water Code section 35470 *et seq.*, and

WHEREAS, the Board of Directors has determined that it is deemed advisable and necessary to fix and levy Water Availability Standby Charges for the purpose of defraying certain operations and maintenance costs for the Fiscal Year 2024-2025

NOW, THEREFORE, the Board of Directors of Borrego Water District DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

SECTION 1. The fix and levy Water Availability Standby Charges listed specified to the Assessor Parcel Numbers assigned to land within the Borrego Water District area known as ID#5 as listed on Exhibit A attached hereto and made a part hereof to defray the cost of operations and maintenance for the Fiscal Year 2024-2025. This Board of Directors hereby determines that said fix and levy Water Availability Standby Charges in an amount not exceeding the assessments set forth in Exhibit A was existing prior to July 1, 1997 and that said assessments are exempt from the provisions of Article XIID of the Constitution of the State of California.

SECTION 2. Pursuant to Section 35479 of the Water Code, the Board of Supervisors of the County of San Diego is hereby requested at the time and manner of levying other County taxes to make levies in the amounts on land within the District, as shown on Exhibit A, and cause to be collected the amounts specified therein.

SECTION 3. The Secretary of the District is hereby directed to submit to the Board of Supervisors and the Auditor/Controller of the County of San Diego a certified copy of this Resolution along with other documents as may be required.

ADOPTED, SIGNED AND APPROVED this 11 day of June 2024.

President of the Board of Directors of
Borrego Water District

ATTEST:

Secretary of the Board of Directors of
Borrego Water District

STATE OF CALIFORNIA)

) ss.

COUNTY OF SAN DIEGO)

I, _____, Secretary of the Board of Directors of the Borrego Water District, do hereby certify that the foregoing resolution was duly adopted by the Board of Directors of said District at a adjourned regular meeting held on the June 11, 2024, and that it was so adopted by the following vote:

AYES: DIRECTORS:

NOES: DIRECTORS:

ABSENT: DIRECTORS:

ABSTAIN: DIRECTORS:

Secretary of the Board of Directors
of Borrego Water District

STATE OF CALIFORNIA)

) ss.

COUNTY OF SAN DIEGO)

I, _____, Secretary of the Board of Directors of the Borrego Water District, do hereby certify that the above and foregoing is a full, true and correct copy of RESOLUTION NO. 2024-06-01 of said Board, and that the same has not been amended or repealed.

Dated: _____

Secretary of the Board of Directors of Borrego Water District

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