

Borrego Water District Board of Directors
Regular Meeting
March 24, 2020 @ 9:00 a.m.
806 Palm Canyon Drive
Borrego Springs, CA 92004

COVID-19 UPDATE: The Borrego Water District Board of Directors meeting on Tuesday, March 24th will be held as scheduled. 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 the meeting is encouraged to observe the GO TO MEETING stream at:

<https://global.gotomeeting.com/join/223893109>

You can also dial in using your phone.

United States: +1 (646) 749-3122

Access Code: 223-893-109

OPENING PROCEDURES

- A.** Call to Order:
- B.** Pledge of Allegiance
- C.** Roll Call
- D.** Approval of Agenda
- E.** Approval of Minutes
 - 1. February 11, 2020 Special Board Meeting (3-5)
 - 2. February 25, 2020 Regular Board Meeting (6-8)
- 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:

I. ITEMS FOR BOARD CONSIDERATION AND POSSIBLE ACTION

- A.** RESOLUTION 2020-03-01 OF THE BOARD OF DIRECTORS OF THE BORREGO WATER DISTRICT DECLARING A TEMPORARY SUSPENSION OF SERVICE TURNOFFS AND LATE PAYMENT PENALTY ACCURAL DURING THE COVID-19 STATE OF EMERGENCY (09-11)
- B.** BWD Impacts and Response to Pandemic COVID-19 (12-15)
 - 1. Messaging
 - a. Statement for use in Newsletter, Website and Other
 - 2. Finance Impacts
 - a. Projection of potential revenue loss during preventive measures period
 - b. Impact of FY2021 Budget process
 - c. Board direction regarding proposition 218 process.
 - d. Impact on 2018 BWD Bonds re: IRS relax Bond CIP spend requirements if delays?

AGENDA: March 24, 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.

3. Operations
 - a. Continuing essential water and sewer functions
 - b. Any operations supply chain issues?
 - c. Impact mitigation from electricity brownouts and blackouts
 - d. Community-level emergency management cooperation
4. Rescheduling Options for Town Hall 2020 – K Dice and D Johnson -Ad Hoc Committee
5. Potential Impacts on WaterMaster Board Meeting - G Poole

II. **STANDING AND AD-HOC BOARD COMMITTEE REPORTS –**

A. **STANDING:**

1. Operations and Infrastructure – Delahay/Duncan
 - a. Report on March 2, 2020 Committee Meeting
2. AD HOC:
 - a. Stipulated Judgment Implementation – Brecht/Duncan
 - b. Risk Management/Pandemic – Brecht/Dice (EXPANDED TO PANDEMIC)
 - 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. Town Hall 2020 Agenda – Dice/Johnson

III. **STAFF REPORT (15-28)**

- A. Financial Reports: February 2020
- B. General Manager Report: Verbal

IV. **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. Replacement Well Number Two Site - Conference with Real Property Negotiators (Gov. Code § Section 54956.8) Property APN: APN 198-021-08, 77.95 acres BWD Negotiator: Geoff Poole Negotiating Parties: Geoff Poole, General Manager and Owner: Borrego Nazareth Under Negotiation: Price and Terms of Payment

- V. **CLOSING PROCEDURE:** The next Board Meeting is scheduled for April 14, 2020 to be available online. See Board Agenda at www.borregoW\wd.org for details, available at least 72 hours before the meeting.

AGENDA: March 24, 2020

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

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Borrego Water District Board of Directors
MINUTES
Special Meeting
February 11, 2020 @ 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:**

<u>Directors:</u>	<u>Present:</u> President Dice, Vice-President Brecht, Secretary/Treasurer Duncan, Delahay, Johnson
<u>Staff:</u>	Geoff Poole, General Manager Wendy Quinn, Recording Secretary
<u>Public:</u>	Jaroslav Medic Meet Panchal

- D. Approval of Agenda:** *MSC: Brecht/Delahay approving the Agenda as written.*
- E. Approval of Minutes:** None
- F. Comments from the Public and Requests for Future Agenda Items:** Jaroslav Medic explained

that he owned 19 acres next to Santiago Estates, formerly part of the Community Services District. He felt he was being treated unfairly in that he was not metered, and was being charged for acreage, unlike most ratepayers. He asked that his fees be returned. Director Brecht asked that he submit a written request, including the APN and details of his complaint. Geoff Poole agreed to meet with him at 1:00 today.

G. Comments from Directors: President Dice reported that she met State Senator Brian Jones at a reception at the Chamber of Commerce. She talked to him about the need for funds to buy water, and also about the air quality monitoring issue. Senator Jones asked her to write to his assistant, Aaron Andrews, about the air quality situation and what it would cost.

- H. Correspondence Received from the Public:** None

II. ITEMS FOR BOARD CONSIDERATION AND POSSIBLE ACTION

A. Borrego Water District Town Hall 2020 Draft Agenda: Mr. Poole reported that he had served with President Dice and Director Johnson on the Town Hall Agenda Committee, which had met last week and again yesterday. He distributed an updated version from the one in the Board package. President Dice reviewed the Agenda. Discussion followed regarding whether to invite Steve Anderson to speak, and Mr. Poole suggested asking him for input on Director Duncan’s presentation (Stipulated Judgment Update). Mr. Poole and Director Duncan will work with Mr. Anderson on the Stipulated Judgment presentation.

1. **Draft Finance Section Slides.** Director Brecht reviewed the slides for his BWD Finances presentation. The information included the two paths to sustainability (GSA/GSP and Watermaster/Physical Solution). The GSP would cost more, and the Watermaster/Physical Solution includes more details. He presented a graph comparing the rate impacts of critical overdraft versus sustainable use. The Stipulation requires enforcement of the physical solution, revenue sufficiency, and County policies that are SGMA compliant. Some history of the path toward sustainability was included, from \$20 million in deferred CIP needs in 2011 to the present financial health of the District. Director Brecht explained revenue sufficiency, including adequate reserves, FY 2021 rates assumptions and Watermaster implementation costs. A graph illustrated the comparison among BWD rates and those of other similar districts. Director Brecht will work with Director Duncan to coordinate their Town Hall presentations.

B. Risk Management Policy Overview: Mr. Poole reported that staff had been dealing with specific procedures including cyber security, air quality, groundwater sampling and water quality monitoring,

and Rams Hill flood control. They are now taking the procedures and making them into a policy, which can be amended over time. The first draft was provided in the Board package. Mr. Poole noted that a quarterly cyber security inspection would be conducted this week and reported in closed session at the next Board meeting. Director Brecht requested that section 3 of the Rams Hill Flood Risk Management Policy be amended to read in part, “. . . following a significant flood or rain event” Mr. Poole will report on staff inspections of the Rams Hill facilities. Director Duncan recommended adding PFAs to the policy on groundwater elevations and water quality monitoring. Discussion followed regarding funding and liability for risk management, whether BWD or the Watermaster Board. Mr. Poole will discuss this with Mr. Anderson. ***MSC: Brecht/Johnson adopting the Risk Management Policy as written, to be updated periodically.*** Director Brecht suggested that prior to incurring new debt, provisions regarding climate and environmental risk be added to the Policy.

C. Borrego Water District Representation on the Watermaster Technical Advisory Committee: Mr. Poole reported that Dudek Engineering and Jay Jones (ENSI) had submitted proposals to serve as BWD’s representative on the Technical Advisory Committee. Director Brecht noted that they have different skills, and it would be nice to have them both on call. ***MSC: Brecht/Delahay approving Dudek and ENSI as the District’s Technical Advisory Committee representatives, subject to clarification of Dudek’s “non-optional hours and fee,” and creation of a formal contract with ENSI if it doesn’t already exist.***

D. Status of Wells in Borrego Springs Sub Basin: Meet Panchal invited the Board’s attention to his written report in the Board package, a compilation of Dudek’s and the County’s data. Director Brecht asked that the APNs be included. Mr. Poole recommended that this information be provided to the County, and agreed to bring back a draft letter in two weeks. Director Brecht suggested that John Peterson review the letter, and Director Johnson suggested copying Supervisor Desmond. Director Delahay was concerned about toxic waste being dumped into manholes, and Mr. Poole referred it to the Operations and Infrastructure Committee.

E. Update on Status of Settlement Agreement/Stipulated Judgment: This item was continued to closed session.

1. Costs of Physical Solution. Director Brecht invited the Board’s attention to his report in the Board package, noting that the statistics were estimates.

III. STAFF REPORT

A. General Manager Report: Status Update and Verbal Discussion of:

1. Letter to Borrego Springs Community Sponsor Group. Mr. Poole referred to a letter to the Sponsor Group, which was included in the Board package, based on last week’s discussion of the Sponsor Group’s request for support regarding land use issues. President Dice reported that she had read the letter at a Sponsor Group meeting last week and sent a copy to Nicole Wright of AECOM, a contractor working for the County on zoning. Ms. Wright requested an electronic copy, and Mr. Poole agreed to send it. President Dice further reported that a Stewardship Council leadership meeting has been scheduled to determine the type of governance they will use going forward.

2. Economics of BWD Solar at Office and Wastewater Treatment Plant. Mr. Poole invited the Board’s attention to his report in the Board package. The District invested \$365,000 in solar for the wastewater treatment plant four years ago. So far the savings have been \$161,530, including the refund, or 55 percent of the investment. The BWD office solar facilities cost \$114,000 two years ago, and the District has realized a savings of \$24,000 in energy costs so far, or 22 percent of the price. The solar facilities at the office were installed by Integrity Solar, and the treatment plant facilities by SK Engineering.

President Dice asked whether there were security lights on all night at the treatment plant, because there had been a complaint. Director Duncan thought the lights were from the La Casa Del Zorro maintenance facilities.

Director Delahay suggested considering solar at Well 4-9 and the small booster pump on Country Club. The areas are already fenced. Director Duncan recommended that the Operations and Infrastructure

Committee investigate. Mr. Poole suggested joining with the School District on a solar project. The solar panels do not necessary have to be located where the energy is used.

Director Brecht expressed concern about power outages affecting equipment and suggested surge protectors. Director Delahay said the District has them, and they are being upgraded gradually. Although the District has a generator, a battery backup might be useful for the office. Mr. Poole will look into it.

Director Brecht pointed out that the Wastewater Treatment Plant solar facilities are predicted to have an eight-year payback, which is conservatively estimated at a six percent return on investment over the 25-year life span of the facilities – a good rate compared to the current 1.6 percent on bonds.

3. Borrego Springs High School Agreement for use of High School Well. Mr. Poole reported he had located an insurance broker who will assist in insuring against contamination of BWD’s well from the High School’s and obtain paperwork and quotes. He hoped to have a recommendation at the next meeting, and will keep the School District informed. Director Brecht suggested consulting Mr. Anderson as to whether BWD or the School District should be insured.

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: (Three (3) potential cases): The Board adjourned to closed session at 11:20 a.m., and the open session reconvened at 12:10 p.m. There was no reportable action.

V. CLOSING PROCEDURE

The next Board Meeting is scheduled for February 25, 2020 at Borrego Water District, 806 Palm Canyon Drive, Borrego Springs, CA 92004. There being no further business, the Board adjourned at 12:10 p.m.

Borrego Water District Board of Directors
MINUTES
Regular Meeting
February 25, 2020 @ 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, Secretary/Treasurer
Duncan, Delahay, Johnson
Absent: Vice President Brecht
Staff: Geoff Poole, General Manager
Kim Pitman, Administration Manager
Greg Holloway, Operations Manager
Wendy Quinn, Recording Secretary
Public: Julian Peabody Meet Panchal
Rick Alexander Barbara Coates
- D.** Approval of Agenda: ***MSC: Delahay/Duncan approving the Agenda as written.***
- E.** Approval of Minutes:

1. January 07, 2020 Special Board Meeting
2. January 14, 2020 Special Board Meeting
3. January 28, 2020 Regular Board Meeting

MSC: Duncan/Johnson approving the Minutes of the Special Meetings of January 7 and 14, 2020 and the Regular Meeting of January 28, 2020 as written.

F. Comments from the Public and Requests for Future Agenda Items: Barbara Coates explained that she pays three water bills. She purchased property in 2008 and it has declined in value. She is trying to sell it and uses no water. Ms. Coates asked the Board to consider waiving her bill in the meantime. Greg Holloway pointed out that the District still has to pay for maintenance of its infrastructure and check meters every month.

- G.** Comments from Directors: None
- H.** Correspondence Received from the Public: None

II. ITEMS FOR BOARD CONSIDERATION AND POSSIBLE ACTION

A. Award of Contract to Rove Engineering for De Anza Pipeline Projects: Geoff Poole noted that this item had been continued from the last meeting to enable staff to investigate the discrepancy between the two bids. Legal counsel determined that the low bid by Rove Engineering was responsive, and Mr. Poole recommended acceptance and authorization to sign the contract. The Board concurred.

B. Contract for Consulting Engineering Services with DDE: Mr. Poole explained that David Dale had previously served as District Engineer, and Mr. Holloway added that he had worked with Mr. Dale for ten years and they had a good relationship. Kim Pitman noted that he had once managed the Community Services District. Mr. Dale had been serving as City Manager of Calexico for the past two years and is now interested in returning to BWD. A proposed contract was included in the Board package. Initially his scope of work would include CIP review (whether to replace Twin Tanks and Indian Head Tank, engineering analyses for revised grant applications, if needed, master plan system model update); construction management for the De Anza pipelines; modeling, design review and construction management for new Well #2; and bidding, construction management, design and bond proceeds review for sewer projects. ***MSC: Duncan/Delahay approving the contract with David Dale and authorizing signature.***

C. Contract for Consulting Services with EnrGen/Todd Holman for Solar Conversion Evaluation and Related Services: Mr. Poole pointed out that the District's biggest expense after labor is power. The conversion of all wells to solar would be a big savings, and he had asked Rick Alexander to look for potential grants. Todd Holman, who installed the solar system in the District office, can do a feasibility study for installation of solar on the wells. He would also evaluate the existing solar facilities (office, warehouse and treatment plant) to ensure they are operating at maximum efficiency. The total cost would be approximately \$9,000 for two months. **MSC: Duncan/Delahay approving the contract with Todd Holman and authorizing signature.**

D. Membership in American Planning Association: Director Johnson explained that there a lot of resources available through the American Planning Association, some of value to the District directly and some to the community in land use planning. Mr. Poole reported that he had checked with Steve Anderson, who said some of his partners were members and the Association was highly regarded. **MSC: Johnson/Delahay authorizing the District to join the American Planning Association at the base rate (\$121) with one additional individual (\$68).** E. Update on Status of Settlement Agreement/Stipulated Judgment: Mr. Poole reported the election of Mike Seley, Nick Bosik, Shannon Smith and Rich Pinel to the Watermaster Board. A decision from the County is still pending. President Dice announced the first meeting has been tentatively set for March 31.

III. STANDING AND AD-HOC BOARD COMMITTEE REPORTS

A. STANDING:

1. Operations and Infrastructure. Mr. Poole reported that the Committee would be meeting with Mr. Dale early next week.

B. AD-HOC:

1. Stipulated Judgment Implementation. No report.
2. Risk Management. No report.
3. Grant Funding. President Dice reported she would be meeting with Mr. Alexander, and thereafter discuss potential air quality monitoring grants.
4. Association of California Water Agencies/Joint Powers Authority. No report.
5. Organizational Staffing. No report.
6. Prop 218 and BWD Developers' Policy. No report.
7. Town Hall 2020 Agenda. President Dice invited the Board's attention to the proposed Agenda in the Board package. The time has been changed to 5:30.

IV. STAFF REPORT

A. Financial Reports:

January 2020

Ms. Pitman reported \$144,000 in operating income for January. The audit cost almost twice as much as last year because the auditors had to redo a lot of last year's report. The answering service has almost doubled because of the many power outages. **MSC: Johnson/Delahay accepting the Financial Reports.**

B. Water and Wastewater Operations Report:

C. Water Production/Use Records:

Mr. Poole said that these reports would be available at the next meeting.

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

1. Projected Bond Financed Project Expenditures Jan 2020 thru Jul 2022. Mr. Poole invited the Board's attention to an updated report in the Board package.
2. Finance Officer Interviews. Mr. Poole reported that he, Ms. Pitman and Diana Del Bono had interviewed the candidates for Finance Officer and selected Jessica Claybaugh from Warner Springs. She has experience with the County, speaks Spanish and has excellent references.

3. Preparation of Well Abandonment Letter to County of SD. Mr. Poole reported he was working with Meet Panchal on a draft letter to the County and would present it at the next meeting.

V. CLOSED SESSION

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

B. Replacement Well Number Two Site – Conference with Real Property Negotiators (Gov. Code §54956.8); Property APN: APN 198-021-08. 77.95 acres. BWD negotiator: Geoff Poole. Negotiating Parties: Geoff Poole General Manager, and Owner: Borrego Nazareth. Under Negotiation: Price and Terms of Payment:

The Board adjourned to closed session at 10:10 a.m., and the open session reconvened at 12:20 p.m. There was no reportable action.

VI. CLOSING PROCEDURE

The next Board Meeting is scheduled for March 10, 2020 at Borrego Water District, 806 Palm Canyon Drive, Borrego Springs, CA 92004. There being no further business, the Board adjourned at 12:20 p.m.

BORREGO WATER DISTRICT
BOARD OF DIRECTORS MEETING
MARCH 24, 2020
AGENDA ITEM II.A

March 18, 2020

TO: Board of Directors

FROM: Geoffrey Poole, General Manager

SUBJECT: RESOLUTION OF THE BOARD OF DIRECTORS OF THE BORREGO WATER DISTRICT DECLARING A TEMPORARY SUSPENSION OF SERVICE TURNOFFS AND LATE PAYMENT PENALTY ACCURAL DURING THE COVID-19 STATE OF EMERGENCY

RECOMMENDED ACTION:

Approve Resolution 2020-03-01

ITEM EXPLANATION:

In an effort to provide some relief to BWD customers, the Board has two options available:

Temporary elimination of late payment penalties: BWD will no longer accrue late payment penalties for customers who are late paying water/sewer bills.

Temporary suspension of shut offs for delinquent bills: BWD will no longer shut off customers meters for non payment.

Additional measures, including water bill forgiveness would require non water rate revenue, state/federal grants or private donations and is not part of the proposal at this time.

NEXT STEPS

Share information with Customers (English and Spanish).

FISCAL IMPACT

\$400,000 to \$1,200,000 from Reserves and subsequently repaid

ATTACHMENTS

1 Resolution

RESOLUTION 2020-03-01 OF THE BOARD OF DIRECTORS OF THE BORREGO WATER DISTRICT DECLARING A TEMPORARY SUSPENSION OF SERVICE TURNOFFS AND LATE PAYMENT PENALTY ACCURAL DURING THE COVID-19 STATE OF EMERGENCY

WHEREAS, the District's Rules and Regulations establish requirements for the provision of water and wastewater service including billing, payment, interest, late penalties, and shut off processing. The Board recently adopted Resolution No. 2020-03-01 in order to comply with SB 998; and

WHEREAS, in recent weeks, federal, state, county and local governments have declared states of emergency to increase efforts to protect the public from the COVID-19 virus. In addition, a number of school districts have announced closures which may be in effect for a number of weeks; and

WHEREAS, many customers face issues such as their children's schools, or their workplaces, closing in an effort to stop the virus from spreading. These affected customers may not have access to paid time off from their employers or are contract workers who only get paid when they work and they cannot work remotely. Even a few lost days of wages due to the effects of COVID-19 could mean not being able to buy food, pay rent, or pay utilities; and

WHEREAS, Government Code Section 8634 provides that during a local emergency the governing body of a political subdivision, such as the District, may promulgate orders and regulations necessary to provide for the protection of life and property. Such orders and regulations, and amendments and rescissions thereof, must be in writing and must be given publicity and notice; and

WHEREAS, to help mitigate the negative impacts on those who may suffer a loss of wages due to efforts to slow the spread of COVID-19, the Board desires to take action to direct the General Manager, or his/her designees, to refrain from taking action which would result in the termination of service to customers, due to nonpayment.

NOW, THEREFORE, BE IT RESOLVED,

Section 1. Incorporation of Recitals The recitals in this Resolution are true and correct and this District so finds, determines and represents. Said recitals are incorporated herein and made a part of this Resolution.

Section 2. Temporary Suspension The Board hereby authorizes, and otherwise directs, the General Manager to refrain from taking any action which would result in the termination of service to any customer due to nonpayment ("Temporary Suspension"). As a result, the General Manager shall take any and all action he/she deems necessary, in his/her reasonable discretion, to suspend the imposition of late penalties and interest and to or otherwise refrain from enforcing applicable provisions of the Rules and Regulations in regard to termination of service due to non-payment. The terms and conditions of the Temporary Suspension shall be established and implemented as determined in the General Manager's reasonable discretion and in accordance with this Resolution.

Section 3. Eligible Customers The Temporary Suspension shall apply to all customers of the District. In addition, the Temporary Suspension shall only apply to service termination due to non-payment. The General Manager will continue to have the authority to proceed with service termination for any other reason including, but not limited to, the theft of water or interference with District facilities.

Section 4. Suspension Period The Temporary Suspension shall commence on the effective date of this Resolution and shall expire on June 1 ("Suspension Period"). The Suspension Period may be

extended, or otherwise revised, by the General Manager from time to time as determined in the General Manager's reasonable discretion.

Section 5. Report to the Board The General Manager shall provide updates to the Board at least as frequently as each Board meeting following the effective date of this Resolution. Said updates shall include information regarding: (a) establishment and implementation of the Temporary Suspension; (b) extensions or revisions to the Suspension Period; (c) the number of qualified customers; and (d) and any other information regarding how this Resolution is being implemented.

Section 6. If any section, subsection, clause or phrase in this Resolution is for any reason held invalid, the validity of the remainder of this Resolution shall not be affected thereby. The Board hereby declares that it would have passed this Resolution and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases or the application thereof be held invalid.

BORREGO WATER DISTRICT
BOARD OF DIRECTORS MEETING
MARCH 10, 2020
AGENDA ITEM II.B

March 3, 2020

TO: Board of Directors
FROM: Geoffrey Poole, General Manager
SUBJECT: BWD Impacts and Response to COVID-19

- A. BWD Impacts and response to Pandemic COVID-19
 - 1. Messaging
 - a. Statement for use in Newsletter, Website and Other
 - 2. Finance Impacts
 - a. Projection of potential revenue loss during preventive measures period
 - b. Impact of FY2021 Budget process
 - c. Board direction regarding proposition 218 process.
 - d. Impact on 2018 BWD Bonds re: IRS relax Bond CIP spend requirements if delays?
 - 3. Operations
 - a. Continuing Essential Water and .Sewer Functions
 - b. Any operations supply chain issues?
 - c. Impact mitigation from electricity brownouts and blackouts
 - d. Community-level emergency management cooperation
 - 4. Rescheduling Options for Town Hall 2020 – K Dice and D Johnson -Ad Hoc Committee
 - 5. Potential Impacts on WaterMaster Board Meeting - G Poole

RECOMMENDED ACTION:

Discuss and direct staff as deemed appropriate

ITEM EXPLANATION:

Following is an update for the Board on these issues related to the current situation.

- 1. Messaging: It is important to clearly explain any changes to BWD policies in the customer newsletter, website and other uses in one document in both English and Spanish. Staff has developed the attached Draft for Board input.
- 2. Finance Impacts
 - i. Projection of potential revenue loss during preventive measures period, estimated to be September 2020

WATER: \$255,016 TOTAL JAN WATER REVENUE X 7 months (Thru Sep 2020) = \$1,785,000. The revenue will be made up over time. Water demands will very likely come down during this period to reduce the impact, so this projection can be seen as a worst-case scenario.

SEWER: \$52,000/mo in SEWER REVENUES X 7 = \$364,000

TOTAL IMPACT WATER/SEWER = \$2,149,000

ESTIMATED PARTICIPATION @ 10% to 50% = \$214,900 to \$1,074,500 to be repaid over time.

- ii. Impact of FY2021 Budget: Staff and the Budget Committee will meet soon to evaluate the impacts.
 - iii. Board direction regarding proposition 218 process. Staff and the Prop 218 Committee will soon meet to evaluate the impacts.
 - iv. Impact on 2018 BWD Bonds re: IRS relax Bond CIP 3year spend requirements if delays. IRS rules require expenditure of bond funds within 3 years of issuance to retain tax exempt status. For BWD, this means 85% of funds must be spent by July 2021. IRS has yet to make any changes. Staff and Bond Counsel will monitor the situation. As of right now, Staff does not foresee the virus causing delays but this opinion could change soon.
6. Operations
- a. Maintaining Essential Functions: Operation of BWD water and sewer systems continues as well as the water billing/customer service functions. Employees dedicated to these functions come into the office as needed. A letter has been provided to each Employee to inform the Authorities we are working on Essential functions.
 - b. Any operations supply chain issues? BWD is not dependent upon materials from overseas. Vital equipment has back up redundancy.
 - c. Impact mitigation from electricity brownouts and blackouts. Out of necessity, BWD has experience in dealing with power outages. 4 different portable generators are available to run both the wells and BWD office, if needed. 500 gallons of diesel is on hand.
 - d. Community-level emergency management cooperation. BWD has begun to reach out to other local Organizations/Agencies such as ABF, School, State Park and Chamber. Martha Deichler is currently considering organizing an Borrego wide response effort with wider community participation.
7. Rescheduling Options for Town Hall 2020 – K Dice and D Johnson -Ad Hoc Committee. The Committee is suggesting rescheduling the event for later in the year and will be ready to discuss with the full Board.
8. Potential Impacts on Watermaster Board Meeting. At this time indications are the Watermaster will meet electronically on March 31st, to be confirmed on or around the 27th

NEXT STEPS

Implement actions above

FISCAL IMPACT

TBD

ATTACHMENTS

1 Newsletter



THE PIPELINE: CUSTOMER NEWSLETTER FOR THE BORREGO WATER DISTRICT

March 2020

BWD RESPONSE TO COVID-19

The outbreak of the Coronavirus (COVID-19) is evolving rapidly and BWD wants to let you know there is no health threat to the public water and sewer systems as a result of this situation. The health, safety and well-being of our employees and customers continues to be BWD's top priority.

The BWD Front Office will be closed to the public for at least the next three weeks. On or before April 13th, a decision will be made about future office hours. During this time frame, BWD will continue to provide the following services:

- 24 hour per day and 7 day per week water/sewer service: All essential functions including water and sewer system operations as well as customer service will continue. Please continue to call 760-767-5806 day or night for everything from billing to emergency repairs.
- Drop Box: Non cash payments will continue to be accepted at the Drop Box located next to the front door of the office located at 806 Palm Canyon Drive.
- Temporary Suspension of Shut Offs: For those customers experiencing financial hardship, water service will not be discontinued for delinquent accounts until further notice. The Board of Directors will be discussing the specifics of this program at its March 24th Board Meeting.
- Waiver of Penalties: For those customers experiencing financial hardship, all late charge penalties associated with delinquent accounts payments will be waived, until further notice. The Board of Directors will be discussing the specifics of this program at its March 24th Board Meeting.
- On Line Board Meetings: Governor Newsom has relaxed various requirements of providing a physical space for Board Meetings. Therefore, BWD Board Meetings will be available online. Check the BWD website for specific information (WWW.BorregoWD.org).
- BWD Employee Practices: Perform work from home when possible. For those employees who are in the office, clean workspace, common area surfaces and equipment regularly. Maintain 6 foot of separation. Adhere to State and County Public Health measures to prevent COVID-19 contagion

**BWD Calendar:
March-April 2020***

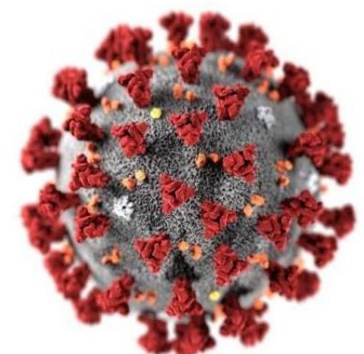
**March 17th Town Hall:
Rescheduled for later in 2020**

**March 24th
Board Meeting – 9 AM Online**

**March 31st
Water Master Board Meeting –
5:30 PM Online**

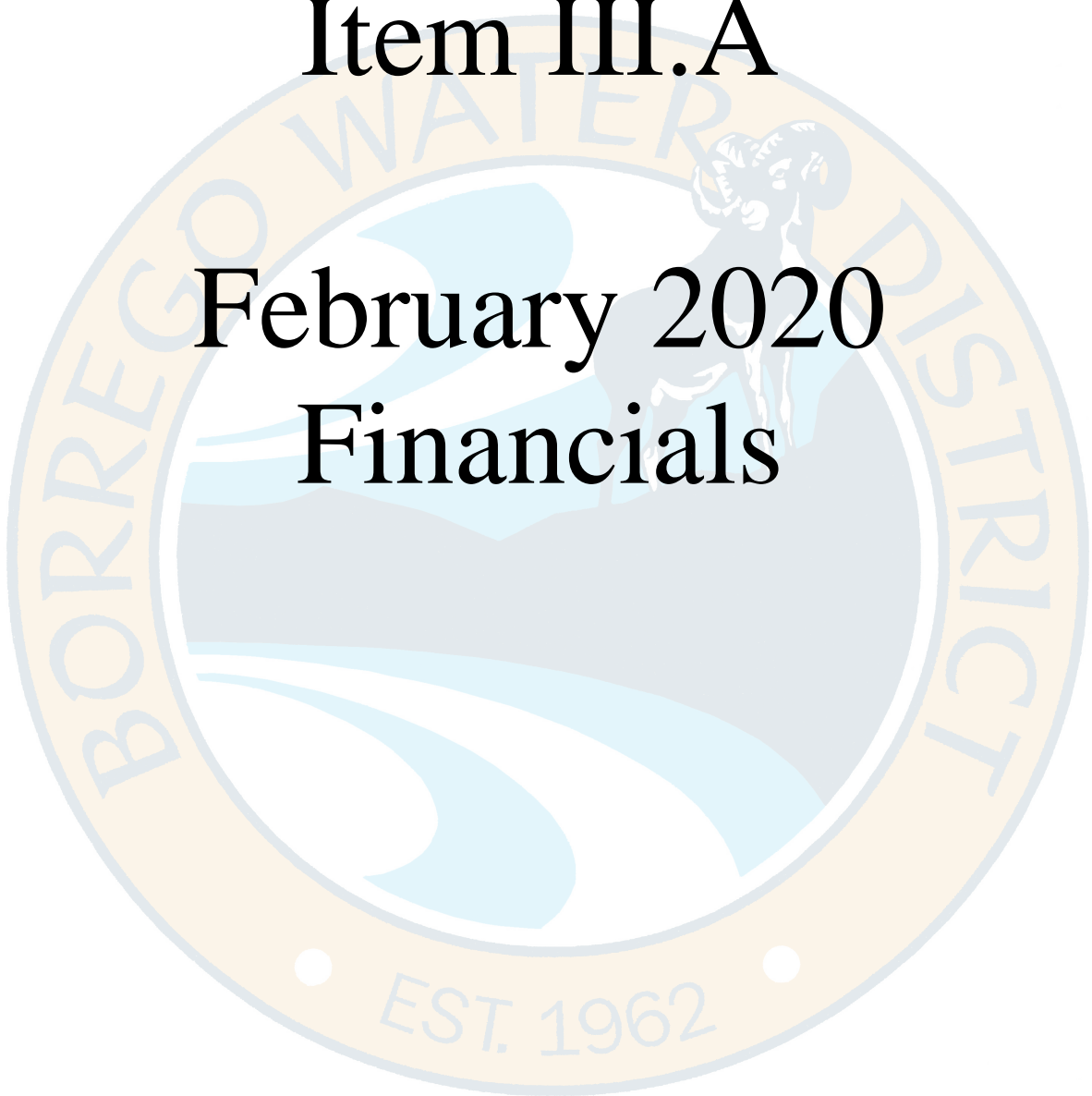
**April 14th & 28th
Board Meeting – 9 AM Online**

***Subject to Change**



Item III.A

February 2020 Financials





TREASURER'S REPORT February, 2020

	Bank	Carrying	Fair	% of Portfolio		Maturity	Valuation
	Balance	Value	Value	Current	Rate of		Source
				Actual	Interest		
Cash and Cash Equivalents:							
Demand Accounts at CVB/LAIF							
General Account/Petty Cash	\$ 3,669,283	\$ 3,625,375	\$ 3,625,375	44.34%	0.00%	N/A	CVB
Payroll Account	\$ 106,310	\$ 106,310	\$ 106,310	1.30%	0.00%	N/A	CVB
MMA (Bond Funds)	\$ 2,008,713	\$ 2,008,713	\$ 2,008,713	24.57%	2.22%	N/A	CVB
CIP Bond Funds Checking	\$ 438,945	\$ 399,650	\$ 399,650	4.89%	0.00%	N/A	CVB
LAIF	\$ 2,035,715	\$ 2,035,715	\$ 2,035,715	24.90%	2.45%	N/A	LAIF
Total Cash and Cash Equivalents	\$ 8,258,966	\$ 8,175,763	\$ 8,175,763	100.00%			
Facilities District No. 2017-1A-B							
Special Tax Bond- Rams Hill -US BANK	\$ 91,548	\$ 91,548	\$ 91,548				
Total Cash, Cash Equivalents & Investment	\$ 8,350,514	\$ 8,267,311	\$ 8,267,311				

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

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

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

Jessica Clabaugh, Administration Manager

	C	AG	AH	AI	AJ	AK	AL	AQ	AR	AS	AT	AU
1												
2	BWD	6/11/2019										
3	CASH FLOW	ADOPTED	Actual	Projected		Actual	Actual YTD	PROJECTED	Projected	Projected	Projected	Projected
4	2019-2020	BUDGET	February	February	Difference	YTD	and Projected	FY	March	April	May	June
5		2019-2020	2020	2020	Explanations	2019-2020	2019-2020	2019-2020	2020	2020	2020	2020
6												
7	REVENUE	>3%										
8	WATER REVENUE											
9	Residential Water Sales	866,507	52,674	53,500		589,098	864,543	275,445	45,041	82,745	73,227	74,432
10	Commercial Water Sales	445,791	30,050	25,750		332,289	464,183	131,894	27,211	41,482	31,065	32,136
11	Irrigation Water Sales	203,358	8,772	8,628		148,848	209,435	80,587	10,041	14,798	17,139	18,609
12	GWM Surcharge	173,911	10,283	9,526		119,650	173,881	54,231	8,842	14,702	15,238	15,450
13	Water Sales Power Portion	465,462	28,216	26,090		328,541	479,219	150,678	24,207	40,349	42,105	44,017
14	TOTAL WATER COMMODITY REVENUE:	2,155,031	129,995	123,494		1,518,425	2,184,261	885,836	115,342	187,076	178,774	184,644
15		>5%										
16	Readiness Water Charge	1,210,230	100,527	101,280		802,041	1,207,161	405,120	101,280	101,280	101,280	101,280
17	Meter Install/Connect/Reconnect Fees	1,725	-	-		8,140	8,820	680	-	340	-	340
18	Backflow Testing/Installation	5,100	-	-		150	5,250	5,100	-	-	-	5,100
19	Bulk Water Sales	2,440	145	200		4,156	4,956	800	200	200	200	200
20	Penalty & Interest Water Collection	48,000	3,185	4,000		34,472	50,472	16,000	4,000	4,000	4,000	4,000
21	TOTAL WATER REVENUE:	3,422,526	233,832	228,974		2,367,384	3,480,920	1,093,536	220,822	292,896	284,254	295,564
22												
23	PROPERTY ASSESSMENTS/AVAILABILITY CHARGES											
24	641500 1% Property Assessments	62,300	1,688	1,541		41,301	62,427	21,126	2,102	12,153	6,671	200
25	641502 Property Assess wtr/swr/fld	106,212	1,563	2,471		56,993	105,304	48,311	693	1,056	46,262	300
26	641501 Water avail Standby	82,330	4,584	4,887		59,536	82,027	22,491	3,015	3,732	13,745	2,000
27	641504 ID 3 Water Standby (La Casa)	33,647	620	10,568		9,397	23,699	14,302	869	396	12,527	480
28	641503 Pest standby	17,885	605	705		10,826	17,765	6,939	416	651	5,350	523
29	TOTAL PROPERTY ASSES/AVAIL CHARGES:	302,353	9,039	20,172		178,053	291,221	113,168	7,114	17,987	84,554	3,513
30												
31	SEWER SERVICE CHARGES	>4%										
32	Town Center Sewer Holder fees	246,640	20,275	20,275		161,419	242,519	81,099	20,275	20,275	20,275	20,275
33	Town Center Sewer User Fees	97,194	8,305	8,305		64,764	97,986	33,222	8,305	8,305	8,305	8,305
34	Sewer user Fees	288,288	24,160	24,024		195,084	291,180	96,096	24,024	24,024	24,024	24,024
35	Penalty Interest-Sewer	-	-	-		-	-	-	-	-	-	-
36	Sewer Capacity Fees	-	-	-		-	-	-	-	-	-	-
37	TOTAL SEWER SERVICE CHARGES:	632,122	52,740	52,604		421,267	631,684	210,417	52,604	52,604	52,604	52,604
38												
39	OTHER INCOME											
40	Water Credits income	-	-	-		-	-	-	-	-	-	-
43	Interest Income	96,000	3,504	3,000		51,442	86,642	35,200	3,000	14,600	3,000	14,600
44	TOTAL OTHER INCOME:	96,000	3,504	3,000		62,242	97,442	35,200	3,000	14,600	3,000	14,600
45												
46	TOTAL INCOME:	4,453,000	299,116	304,751		3,028,947	4,481,268	1,452,321	283,541	378,087	424,412	366,281
47												
48	CASH BASIS ADJUSTMENTS											
49	Decrease (Increase) in Accounts Receivable		1,818			104,983	104,983					
50	Deposits-OW Solar Farm Deposit					28,800	28,800					
51	Other Cash Basis Adjustments-Const meter refund					(44,988)	(44,988)					
52	TOTAL CASH BASIS ADJUSTMENTS:		1,818			88,795	88,795					
53												
54	TOTAL OPERATING INCOME RECEIVED:	4,453,000	300,933	304,751		3,117,742	4,570,063	1,452,321	283,541	378,087	424,412	366,281
55												

	C	AG	AH	AI	AJ	AK	AL	AQ	AR	AS	AT	AU
2	BWD	6/11/2019										
3	CASH FLOW	ADOPTED	Actual	Projected		Actual	Actual YTD	PROJECTED	Projected	Projected	Projected	Projected
4	2019-2020	BUDGET	February	February	Difference	YTD	and Projected	FY	March	April	May	June
5		2019-2020	2020	2020	Explanations	2019-2020	2019-2020	2019-2020	2020	2020	2020	2020
56	EXPENSES											
57												
58	MAINTENANCE EXPENSE											
59	R & M Buildings & Equipment	180,000	8,290	13,785		114,505	174,505	60,000	15,000	15,000	15,000	15,000
60	R & M - WTF	180,000	24,319	24,487		52,160	179,832	127,672	30,000	30,000	35,640	32,032
61	Telemetry	10,000	1,510	1,413		4,433	10,000	5,567	2,000	825	2,000	742
62	Trash Removal	5,220	440	440		3,694	5,454	1,780	440	440	440	440
63	Vehicle Expense	18,000	648	2,000		8,528	16,647	8,119	2,000	2,000	2,119	2,000
64	Fuel & Oil	30,000	1,973	1,000		21,877	30,000	8,123	2,500	1,786	1,790	2,047
65	TOTAL MAINTENANCE EXPENSE:	423,220	37,180	43,125		205,197	416,438	211,241	51,940	50,051	56,989	52,261
66												
67	PROFESSIONAL SERVICES EXPENSE											
68	Tax Accounting (Taussig)	3,000	-	662		1,008	2,339	1,331	-	1,244	-	87
69	Administrative Services (ADP)	3,000	251	221		2,130	3,030	900	225	225	225	225
70	Audit Fees (Leaf & Cole)	17,000	1,500	1,500		31,385	31,385	-	-	-	-	-
71	Computer billing (Accela/Parker)/Cyber Security	31,000	-	3,615		14,706	27,385	12,679	4,000	4,000	4,000	679
72	Financial/Technical Consulting (Raftelis/Brady)	80,000	9,170	9,000		42,664	84,020	41,356	9,000	13,000	8,000	11,356
73	Engineering (Dynamic/Dudek)	24,000	3,975	1,000		24,144	26,975	2,831	750	1,000	780	301
74	District Legal Services (Downey Brand/BBK)	60,000	2,836	8,000		15,008	54,836	39,828	9,828	10,000	10,000	10,000
75	Grant Acquisitions (TRAC)	48,000	1,506	2,500		171,581	181,581	10,000	2,500	2,500	2,500	2,500
76	Testing/lab work (Babcock Lab/Water Quality Monitoring)	24,000	698	2,500		11,204	22,198	10,994	2,500	2,894	3,000	2,600
77	Regulatory Permit Fees (SWRB/DEH/Dig alerts/APCD)	26,000	11,537	11,500		25,689	28,037	2,348	650	650	650	398
78	TOTAL PROFESSIONAL SERVICES EXPENSE:	318,000	31,473	40,498		339,518	461,786	122,268	29,453	35,513	29,155	28,146
79												
80	INSURANCE EXPENSE											
81	ACWA/JPIA Program Insurance	60,000	-	-		62,248	62,248	-	-	-	-	-
82	ACWA/JPIA Workers Comp	18,000	-	-		8,947	18,347	9,400	4,700	-	-	4,700
83	TOTAL INSURANCE EXPENSE:	78,000	-	-		71,195	80,595	9,400	4,700	-	-	4,700
84												
85	DEBT EXPENSE											
86	Compass Bank Note 2018A	248,184	-	-		216,108	248,184	32,076	32,076	-	-	-
87	Compass Bank Note 2018B	140,755	-	-		127,423	140,755	13,332	13,332	-	-	-
88	Pacific Western Bank 2018 IPA	499,406	-	-		406,801	499,406	92,604	92,604	-	-	-
89	TOTAL DEBT EXPENSE:	888,345	-	-		750,332	888,345	138,013	138,013	-	-	-
90												
91	PERSONNEL EXPENSE											
92	Board Meeting Expense (board stipend/board secretary)	28,500	2,575	2,800		13,856	26,637	12,781	2,800	2,800	4,786	2,395
93	Salaries & Wages (gross)	930,000	79,471	75,141		639,932	972,431	332,499	78,511	85,177	83,636	85,177
94	Salaries & Wages offset account (board stipends/staff proje	(80,000)	(10,920)	(4,000)		(89,723)	(105,723)	(16,000)	(4,000)	(4,000)	(4,000)	(4,000)
95	Consulting services/Contract Labor	10,000	-	800		5,375	9,200	3,825	800	850	1,800	575
96	Taxes on Payroll	23,700	2,540	2,000		17,683	24,848	7,165	1,800	1,663	1,800	1,901
97	Medical Insurance Benefits	212,700	19,399	19,400		157,729	215,929	58,200	19,400	19,400	19,400	19,400
98	Calpers Retirement Benefits	200,000	16,553	16,526		138,725	204,230	67,505	16,875	16,875	16,875	16,880
99	Conference/Conventions/Training/Seminars	18,000	235	2,700		4,048	15,535	11,487	2,700	2,700	2,700	3,387
100	TOTAL PERSONNEL EXPENSE:	1,342,899	109,853	115,387		885,824	1,363,085	477,482	118,886	125,465	126,797	106,315
101												

	C	AG	AH	AI	AJ	AK	AL	AQ	AR	AS	AT	AU
2	BWD	6/11/2019										
3	CASH FLOW	ADOPTED	Actual	Projected		Actual	Actual YTD	PROJECTED	Projected	Projected	Projected	Projected
4	2019-2020	BUDGET	February	February	Difference	YTD	and Projected	FY	March	April	May	June
5		2019-2020	2020	2020	Explanations	2019-2020	2019-2020	2019-2020	2020	2020	2020	2020
102	OFFICE EXPENSE											
103	Office Supplies	24,000	966	1,500		17,032	23,466	6,434	1,500	1,432	1,500	2,002
104	Office Equipment/ Rental/Maintenance Agreements	35,000	2,833	2,103		25,818	35,731	10,113	2,103	2,103	2,603	3,304
105	Postage & Freight	15,000	2,000	2,400		9,069	14,600	5,531	423	2,400	455	2,253
106	Taxes on Property	2,383	-	-		2,431	2,431	-	-	-	-	-
107	Telephone/Answering Service/Cell	20,000	1,302	1,667		12,979	19,836	6,857	1,667	1,667	1,667	1,658
108	Dues & Subscriptions (ACWA/CSDA)	23,000	2,255	1,736		16,741	23,000	6,259	1,543	1,802	1,477	1,436
109	Printing, Publications & Notices	2,500	-	445		231	2,055	1,824	445	445	445	489
110	Uniforms	6,500	434	443		4,746	6,491	1,745	443	443	443	416
111	OSHA Requirements/Emergency preparedness	4,000	180	250		3,228	3,930	702	103	325	-	274
112	TOTAL OFFICE EXPENSE:	132,383	9,971	10,544		92,074	131,339	39,285	8,227	10,617	8,590	11,832
113												
114	UTILITIES EXPENSE											
115	Pumping-Electricity	306,000	24,372	23,000		211,708	307,373	95,665	23,407	24,000	24,000	24,258
116	Office/Shop Utilities	1,500	183	350		4,481	5,881	1,400	350	350	350	350
118	TOTAL UTILITIES EXPENSE:	307,500	24,556	23,350		216,189	313,254	97,065	23,757	24,350	24,350	24,608
119												
120	GROUNDWATER MANAGEMENT EXPENSE											
121	Net SGMA GSP & Stipulation Costs	130,000	19,946	20,000		193,832	273,832	80,000	20,000	20,000	20,000	20,000
122	Misc. GWM Costs		8,941	5,000		109,642	129,642	20,000	5,000	5,000	5,000	5,000
123	Air Quality Study		-	-		(21,077)	(21,077)	-	-	-	-	-
124	Community Support		-	-		10,000	10,000	-	-	-	-	-
125	TOTAL GWM EXPENSE:	130,000	28,887	25,000		292,397	392,397	100,000	25,000	25,000	25,000	25,000
126												
127	TOTAL EXPENSES:	3,620,347	241,919	257,883		2,712,231	3,906,943	1,194,712	399,975	270,995	270,880	252,861
128	CASH BASIS ADJUSTMENTS											
129	Decrease (Increase) in Accounts Payable		(1,581)			(123,952)	(123,952)					
130	Increase (Decrease) in Inventory		(3,630)			(5,995)	(5,985)					
131												
132	TOTAL CASH BASIS ADJUSTMENTS:		(5,211)			(129,947)	(129,947)					
133												
134	TOTAL OPERATING EXPENSES PAID:	3,620,347	236,708	257,883		2,582,284	3,776,996	1,194,712	399,975	270,995	270,880	252,861
135												
136	NET OPERATING INCOME:	832,854	64,225	48,867		535,458	793,067	267,609	(116,434)	107,092	153,532	113,419
137												
138	CIP PROJECTS											
139												
140	WATER-Operating Cash Funded											
142												
143	Emergency System Repairs	60,000	-	10,000		-	50,000	50,000	10,000	10,000	15,000	15,000
144	Emergency Generator Mobile trailer	25,000				-	25,000	25,000	25,000			
145	Reservoir cleaning	15,000				-	15,000	15,000		15,000		
148												
149	TOTAL WATER CASH CIP EXPENSES:	100,000	-	10,000		-	90,000	90,000	35,000	25,000	15,000	15,000
156												
157	TOTAL CASH CIP EXPENSES:	100,000	-	10,000		-	90,000	90,000	35,000	25,000	15,000	15,000
158												

	C	AG	AH	AI	AJ	AK	AL	AQ	AR	AS	AT	AU
2	BWD	6/11/2019										
3	CASH FLOW	ADOPTED	Actual	Projected		Actual	Actual YTD	PROJECTED	Projected	Projected	Projected	Projected
4	2019-2020	BUDGET	February	February	Difference	YTD	and Projected	FY	March	April	May	June
5		2019-2020	2020	2020	Explanations	2019-2020	2019-2020	2019-2020	2020	2020	2020	2020
159	CASH RECAP											
160	Cash beginning of period	5,312,216	5,625,330	5,625,330		5,154,097	5,154,097	5,689,555	5,689,555	5,538,121	5,620,212	5,758,745
161	Operating Income	832,654	64,225	46,867		535,458	793,067	267,608	(116,434)	107,092	153,532	113,419
162	Total Non O&M Cash Funded Expenses	(100,000)	-	(10,000)		-	(90,000)	(90,000)	(35,000)	(25,000)	(15,000)	(15,000)
163	CASH RESERVES AT END OF PERIOD	6,044,870	5,689,555	5,662,197		5,689,555	5,857,164	5,857,164	5,538,121	5,620,212	5,758,745	5,857,164
164	FY Reserves Target	5,610,000	5,610,000	5,610,000		5,610,000	5,610,000	5,610,000	5,610,000	5,610,000	5,610,000	5,610,000
165	Reserves Surplus/(Shortfall)	434,870	79,556	52,197		79,556	247,164	247,164	(71,879)	10,212	148,745	247,164
166												
167	DEBT & GRANT ACCOUNTING											
168												
169	WATER-Bond Funded CIP Expenses											
170												
171	Phase 1 Pipeline Project - 17120	415,000	15,413			548,081	548,081	-				
172	Production Well #1 ID4-Well #9-17110	1,200,000	-	67,389		1,624,182	1,624,182	-				
173	Production Well #2-17130	550,000	1,387	184,703		42,405	42,405	-				
174	Replace 5 well discharge manifolds and electric panel upgr	150,000	-			457,121	457,121	-				
175	Replace 30 fire hydrants	188,750	20,425	48,622		61,371	61,371	-				
176	Management Consulting water (Bond CIP)	30,000		1,000		85,500	89,500	4,000	1,000	1,000	1,000	1,000
178	TOTAL WATER BOND FUNDED CIP:	2,513,750	37,224	301,714		2,818,660	2,822,660	4,000	1,000	1,000	1,000	1,000
179												
180	SEWER-Bond Funded CIP Expenses											
181												
182	Clean & Video Sewer Lines-Club Circle, Foursome and Bar	350,000	-	-		92,804	350,000	267,196	100,000	100,000	57,196	
183	Sewer Forcemain Replacement & American Legion Lateral	150,000	-	-		-	150,000	150,000	-	150,000	-	-
184	Management Consulting Sewer (Bond CIP)	20,000		2,500		-	10,000	10,000	2,500	2,500	2,500	2,500
185	TOTAL SEWER BOND FUNDED CIP:	520,000	-	2,500		92,804	510,000	417,196	102,500	252,500	59,696	2,500
190												
191	TOTAL DEBT FUNDED CIP EXPENSES:	3,033,750	37,224	304,214		2,911,464	3,332,660	421,196	103,500	253,500	60,696	3,500
192												
193	UNEXPENDED DEBT PROCEEDS:	1,718,109	2,445,587	2,470,936		5,319,827	5,319,827	2,408,383	2,408,383	2,304,863	2,051,363	1,990,667
194	TOTAL EXPENSES AND UNEXPENDED DEBT PROCEEI	5,338,456	2,408,363	2,166,722		2,408,363	1,987,167	1,987,167	2,304,863	2,051,363	1,990,667	1,987,167
195												
196	GRANT PROCEEDS											
197	Grant Sewer Proceeds	214,000	-	-		-	-	-	-	-	-	-
198	Prop 1 CIP Grant (SDAC reimbursement 2020)	278,000				222,065	232,462	10,397	10,397	-	-	-
199	TOTAL GRANT PROCEEDS:	692,000	-	-		222,065	232,462	10,397	10,397	-	-	-
200												
204	GRANT EXPENSES											
205	Plant-Grit removal at the headworks	214,000	-	-		-	214,000	214,000	-	214,000	-	-
206	Clarifier Rehab	200,000				-	200,000	200,000	-	-	200,000	-
207	TOTAL GRANT FUNDED EXPENSES:	414,000	-	-		-	414,000	414,000	-	214,000	200,000	-
208												
209	TOTAL INCOME, GRANT & DEBT PROCEEDS BALANCE	5,145,000	300,933	304,751		3,339,807	4,802,525	1,482,718	293,938	378,087	424,412	366,281
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227												
228												
229												



ASSETS	BALANCE SHEET February 29, 2020 (unaudited)	BALANCE SHEET January 31, 2020 (unaudited)	MONTHLY CHANGE (unaudited)
CURRENT ASSETS			
Cash and cash equivalents	\$ 5,781,326.58	\$ 5,718,798.33	\$ 62,528.25
Accounts receivable from water sales and sewer charges	\$ 543,284.25	\$ 545,101.83	\$ (1,817.58)
Inventory	\$ 106,307.18	\$ 109,937.23	\$ (3,630.05)
Prepaid expenses	\$ 5,964.25	\$ 5,964.25	\$ -
TOTAL CURRENT ASSETS	\$ 6,436,882.26	\$ 6,379,801.64	\$ 57,080.62
RESTRICTED ASSETS			
Debt Service:			
Deferred amount of COP Refunding	\$ -	\$ -	\$ -
Unamortized bond issue costs	\$ 125,185.22	\$ 125,185.22	\$ -
Viking Ranch Refinance issue costs	\$ (19,564.91)	\$ (19,564.91)	\$ -
Deferred Outflow of Resources-CalPERS	\$ 311,059.00	\$ 311,059.00	\$ -
Total Debt service	\$ 416,679.31	\$ 416,679.31	\$ -
Trust/Bond funds:			
Investments with fiscal agent -CFD 2017-1	\$ 91,547.58	\$ 317,081.18	\$ (225,533.60)
2018 Certificates of Participation to fund CIP Projects	\$ 2,408,362.99	\$ 2,470,936.12	\$ (62,573.13)
Total Trust/Bond funds	\$ 2,499,910.57	\$ 2,788,017.30	\$ (288,106.73)
TOTAL RESTRICTED ASSETS	\$ 2,916,589.88	\$ 3,204,696.61	
UTILITY PLANT IN SERVICE			
Land	\$ 2,240,863.65	\$ 2,240,863.65	\$ -
Flood Control Facilities	\$ 4,287,340.00	\$ 4,287,340.00	\$ -
Capital Improvement Projects	\$ 398,966.14	\$ 370,413.89	\$ 28,552.25
Bond funded CIP Expenses	\$ 2,912,165.86	\$ 2,874,941.58	\$ 37,224.28
Sewer Facilities	\$ 6,175,596.99	\$ 6,175,596.99	\$ -
Water facilities	\$ 11,621,513.88	\$ 11,621,513.88	\$ -
General facilities	\$ 1,006,881.07	\$ 1,006,881.07	\$ -
Equipment and furniture	\$ 597,312.57	\$ 597,312.57	\$ -
Vehicles	\$ 715,321.23	\$ 715,321.23	\$ -
Accumulated depreciation	\$ (12,532,142.81)	\$ (12,532,142.81)	\$ -
NET UTILITY PLANT IN SERVICE	\$ 17,423,818.58	\$ 17,358,042.05	\$ 65,776.53
OTHER ASSETS			
Water rights -ID4	\$ 185,000.00	\$ 185,000.00	\$ -
TOTAL OTHER ASSETS	\$ 185,000.00	\$ 185,000.00	
TOTAL ASSETS	\$ 26,962,290.72	\$ 27,127,540.30	\$ (165,249.58)



Balance sheet continued

	BALANCE SHEET February 29, 2020 (unaudited)	BALANCE SHEET January 31, 2020 (unaudited)	MONTHLY CHANGE (unaudited)
LIABILITIES			
CURRENT LIABILITIES PAYABLE FROM CURRENT ASSETS			
Accounts Payable	\$ 110,817.27	\$ 109,236.23	\$ 1,581.04
Accrued expenses	\$ 206,146.74	\$ 206,146.74	\$ -
Deposits	\$ 32,502.21	\$ 32,502.21	\$ -
TOTAL CURRENT LIABILITIES PAYABLE FROM CURRENT ASSETS	\$ 349,466.22	\$ 347,885.18	\$ 1,581.04
CURRENT LIABILITIES PAYABLE FROM RESTRICTED ASSETS			
Debt Service:			
Accounts Payable to CFD 2017-1	\$ 91,547.58	\$ 317,081.18	\$ (225,533.60)
TOTAL CURRENT LIABILITIES PAYABLE FROM RESTRICTED ASSETS	\$ 91,547.58	\$ 317,081.18	\$ (225,533.60)
LONG TERM LIABILITIES			
2018A & 2018B Refinance ID4/Viking Ranch	\$ 2,842,618.83	\$ 2,842,618.83	\$ -
2018 Certificates of Participation to fund CIP Projects	\$ 4,930,000.00	\$ 4,930,000.00	\$ -
Net Pension Liability-CalPERS	\$ 850,153.00	\$ 850,153.00	\$ -
Deferred Inflow of Resources-CalPERS	\$ 34,862.00	\$ 34,862.00	\$ -
TOTAL LONG TERM LIABILITIES	\$ 8,657,633.83	\$ 8,657,633.83	\$ -
TOTAL LIABILITIES	\$ 9,098,647.63	\$ 9,322,600.19	\$ (223,952.56)
FUND EQUITY			
Contributed equity	\$ 9,611,814.35	\$ 9,611,814.35	\$ -
Retained Earnings:			
Unrestricted Reserves/Retained Earnings	\$ 8,251,828.74	\$ 8,193,125.76	\$ 58,702.98
Total retained earnings	\$ 8,251,828.74	\$ 8,193,125.76	\$ 58,702.98
TOTAL FUND EQUITY	\$ 17,863,643.09	\$ 17,804,940.11	\$ 58,702.98
TOTAL LIABILITIES AND FUND EQUITY	\$ 26,962,290.72	\$ 27,127,540.30	\$ (165,249.58)



To: BWD Board of Directors
 From: Jessica Clabaugh
 Subject: Consideration of the Disbursements and Claims Paid
 Month Ending February, 2020

Vendor disbursements paid during this period: \$ 214,601.35

Significant items:

Air Pollution Control - SD County	Annual Fees	\$ 906.00
San Diego Gas & Electric		\$ 24,555.54
State Water Resource Control Board	Water System Annual Fees	\$ 10,630.95
Medical Health Benefits		\$ 19,398.91
CalPERS (includes unfunded liability)		\$ 16,553.47

Capital Projects/Fixed Asset Outlays:

Pacific Pipeline Supply - Hydrant - BOND	\$ 949.98
Pacific Pipeline Supply - Pipeline 1 - BOND	\$ 3,112.63
Fredericks Services - Hydrant - BOND	\$ 18,965.00
LJ Kit Blocker - WTF	\$ 3,257.99
Wymore, Inc - WTF	\$ 4,341.38

Total Professional Services for this Period:

Best Best & Krieger	Legal-general	\$ 2,835.85
	Stipulated	\$ 20,476.76
	Bond	\$ 2,592.50
Dudek	Prop 1 Grant	\$ 1,506.25
	Flood Control	\$ 3,975.27
	Waste Discharge Requirements	\$ 10,775.00
Dynamic Consulting	Pipeline 1-Double O	\$ 12,300.00
	Pipeline 1-Phase 2	\$ 25,840.00
Leaf & Cole LLP	Corr State Controllers Report	\$ 1,500.00
Raftelis	Cost of Service Study	\$ 9,170.00
Victor Valenti Contron SCADA Systems	Telemetry Services	\$ 1,509.60

Payroll for this Period:

Gross Payroll	\$ 79,470.56
Employer Payroll Taxes and ADP Fee	\$ 2,791.26
Total	<u>\$ 82,261.82</u>

BOARD REPORT

February 2020



33727	1266	AFLAC	02/25/2020	1,711.38
33712	9524	AIR POLLUTION CONTROL DISTRICT, SAN DIEGO COUNTY	02/12/2020	906.00
33751	10892	ALAN ASCHE	03/09/2020	155.00
33736	1001	AMERICAN LINEN INC.	03/03/2020	434.28
33758	61	AT&T MOBILITY	03/13/2020	732.58
33737	9529	AT&T-CALNET 3	03/03/2020	410.08
33752	9255	BABCOCK LABORATORIES	03/09/2020	618.00
33728	1481	BAY CITY EQUIPMENT INDUSTRIES, INC. BAY CITY ELECTRIC WORKS	02/25/2020	1,454.25
1098	10884	BEST BEST & KRIEGER ATTORNEYS AT LAW	03/13/2020	2,592.50
33759	10884	BEST BEST & KRIEGER ATTORNEYS AT LAW	03/13/2020	23,312.61
33753	10900	BORREGO AUTO PARTS & SUPPLY CO	03/09/2020	164.94
33738	1201	BORREGO LANDFILL	03/03/2020	91.60
33754	1003	BORREGO SPRINGS BOTTLED WATER	03/09/2020	8.00
33714	1037	BORREGO SUN	02/12/2020	70.00
33729	1037	BORREGO SUN	02/25/2020	70.00
33739	11066	BRAX COMPANY, INC.	03/03/2020	795.24
33721	1222	DEBBIE MORETTI	02/12/2020	122.00
33760	96	DISH	03/13/2020	28.45
33742	9640	DUDEK	03/03/2020	5,481.52
33761	9640	DUDEK	03/13/2020	10,775.00
1095	1447	DYNAMIC CONSULTING ENGINEERS	02/25/2020	38,140.00
33718	1094	EMPIRE SOUTHWEST	02/12/2020	595.31
33743	1094	EMPIRE SOUTHWEST	03/03/2020	675.00
1097	9299	FREDERICKS SERVICES INC	03/09/2020	18,965.00
33730	10888	HIGHWAY SAFTEY	02/25/2020	234.33
1099	1136	HOME DEPOT CREDIT SERVICES	03/13/2020	510.17
33762	1136	HOME DEPOT CREDIT SERVICES	03/13/2020	3,492.15
33719	11021	J & T Tire and Auto	02/12/2020	445.83
33741	1022	JAMES HORMUTH DE ANZA TRUE VALUE	03/03/2020	107.49
33763	65	JC LABS & MONITORING SERVICE	03/13/2020	950.00
33731	11063	LEAF & COLE LLP	02/25/2020	1,500.00
33744	11080	LJ KIT BLOCKER INC, KAMAN INDUSTRIAL TECHNOLOGIES	03/03/2020	3,257.99
33711	1000	MEDICAL ACWA-JPIA	02/12/2020	20,785.95
33745	10891	NEOFUNDS	03/03/2020	2,000.00
33755	1489	NORTH COUNTY LAWNMOWER	03/09/2020	578.96
1096	1208	PACIFIC PIPELINE SUPPLY INC	02/25/2020	4,062.61
33732	1208	PACIFIC PIPELINE SUPPLY INC	02/25/2020	862.11
33746	9546	RAFTELIS FINANCIAL CONSULTANTS, INC.	03/03/2020	9,170.00
33747	9633	RAMONA DISPOSAL SERVICE	03/03/2020	3,883.88
33723	1445	SAN DIEGO CO VECTOR CONTROL	02/12/2020	254.24
33734	1065	SAN DIEGO GAS & ELECTRIC	02/25/2020	20,359.44
33748	1065	SAN DIEGO GAS & ELECTRIC	03/03/2020	4,196.10
33735	11067	SC FUELS	02/25/2020	1,083.57
33756	11067	SC FUELS	03/09/2020	889.53
33764	1059	STAPLES CREDIT PLAN	03/13/2020	499.79
33724	9166	SWRCB	02/12/2020	10,630.95
33725	1626	THOMSON REUTERS/WEST	02/12/2020	196.11
33765	3000	U.S.BANK CORPORATE PAYMENT SYS	03/13/2020	9,396.96
33749	1023	UNDERGROUND SERVICE ALERT	03/03/2020	16.50
33766	1100	VERIZON WIRELESS	03/13/2020	159.38
33740	1027	VICTOR VALENTI CONTRON SCADA SYSTEMS	03/03/2020	1,509.60
33733	1623	WENDY QUINN	02/25/2020	300.00
33757	1064	WYMORE, INC. INDUSTRIES	03/09/2020	4,341.38
33767	92	XEROX FINANCIAL SERVICES	03/13/2020	377.00
33750	11050	ZITO MEDIA	03/03/2020	240.59
		Report Total (55 checks):		214,601.35

	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1														
2			BOND CIP FUNDS											
3			RECONCILIATION-FY 2018/2021											
4								Well 12-17 100/ 4-5 Well upgrades	Prod Well #1 ID4-9	Pipeline Project Phase 1/2	Prod Well #2	Club Circle Video/clean Sewer lines	Firehydrants	
5				Bond Proceeds	Interest paid	Cost of Issuance	Misc.	10117140	10117110	10117120	10117130	10117150	10117160	
6														Totals
7														
8		07/10/18	Pacific Western Bank-Loan Proceeds	\$ 5,586,000.00										\$ 5,586,000.00
9		07/10/18	Cost of Issuance	\$ 68,707.13										\$ 68,707.13
10		07/17/18	US Bank Interest Fee			\$ 1,700.00								\$ (1,700.00)
11		07/17/18	Nixon Peabody-Cost of Issuance			\$ 10,000.00								\$ (10,000.00)
12		07/17/18	Kutok Rock-Cost of Issuance			\$ 10,000.00								\$ (10,000.00)
13		07/20/18	MMA Interest paid		\$ 2,282.99									\$ 2,282.99
14		07/31/18	MMA Interest paid		\$ 693.25									\$ 693.25
15		08/01/18	Grant Thornton-Cost of Issuance			\$ 1,500.00								\$ (1,500.00)
16		08/01/18	Brandis Tallman-Cost of Issuance			\$ 17,500.00								\$ (17,500.00)
17		08/01/18	Fieldman, Rolapp & Assoc.-Cost of Issuance			\$ 50,231.67								\$ (50,231.67)
18		08/01/18	Best Best & Krieger-Cost of Issuance			\$ 55,000.00								\$ (55,000.00)
19		08/31/18	MMA Interest paid		\$ 4,683.02									\$ 4,683.02
20		09/31/18	MMA Interest paid		\$ 4,535.66									\$ 4,535.66
21		10/31/18	MMA Interest paid		\$ 4,690.98									\$ 4,690.98
22		11/30/18	MMA Interest paid		\$ 6,498.24									\$ 6,498.24
23		12/31/18	MMA Interest paid		\$ 8,125.10									\$ 8,125.10
24		12/31/18	Fed-x Bond issuance costs			\$ 62.02								\$ (62.02)
25		01/31/19	Dudek-Construction Mgmt Prod well #2								\$ 8,295.00			\$ (8,295.00)
26		01/31/19	BBK-Review Bid documents					\$ 855.50	\$ 3,635.00					\$ (4,490.50)
27		01/31/19	Harland Check order-partial charge					\$ 70.12	\$ 70.13	\$ 70.13				\$ (210.38)
28		01/31/19	MMA Interest paid		\$ 9,878.83									\$ 9,878.83
29		02/28/19	BBK-Review final specs Pipeline #1							\$ 306.00				\$ (306.00)
30		02/28/19	BBK-Finalize Bid documents					\$ 2,657.00	\$ 1,976.50	\$ 1,453.50				\$ (6,087.00)
31		02/28/19	Dudek-Construction Mgmt Prod well #1					\$ 11,535.00		\$ 8,422.50				\$ (19,957.50)
32		02/28/19	MMA Interest paid		\$ 8,529.85									\$ 8,529.85
33		03/31/19	Dudek-Construction Mgmt					\$ 5,467.50		\$ 7,232.50				\$ (12,700.00)
34		03/31/19	Dudek-Construction Mgmt					\$ 7,683.43		\$ 2,587.50				\$ (10,270.93)
35		03/31/19	BBK-Review Bid documents					\$ 1,243.25		\$ 1,243.25				\$ (2,486.50)
36		03/31/19	MMA Interest paid		\$ 9,460.57									\$ 9,460.57
37			Reallocate interest to Admin 7122		\$ (59,378.69)									\$ (59,378.69)
38			Well 12 repairs from O&M to Bond funds-check #32867					\$ 13,537.82						\$ (13,537.82)
39			Well 12 repairs from O&M to Bond funds-check #32970					\$ 82,640.56						\$ (82,640.56)
40		04/04/19	Big J Fencing-Fencing for Well ID4 Well 9						\$ 16,975.00					\$ (16,975.00)
41		04/08/19	BBK					\$ 561.00	\$ 1,377.00	\$ 535.50				\$ (2,473.50)
42		04/08/19	Hidden Valley Pump-Well 12/Well 5/Well 16 Transfer switch					\$ 36,033.00						\$ (36,033.00)
43		04/08/19	Hidden Valley Pump-Well 12/Well 5/Well 16/11 Transfer switch					\$ 253,731.68						\$ (253,731.68)
44		04/23/19	Dudek-Construction Management						\$ 3,690.00		\$ 1,927.50			\$ (5,617.50)
45		04/23/19	Fed-x - Mailing of NOE to County New Well #1						\$ 39.53					\$ (39.53)
46		04/23/19	Pacific Pipe-well 12					\$ 1,337.83						\$ (1,337.83)
47		05/20/19	Well 12 repairs transferred from Admin					\$ 63,223.56						\$ (63,223.56)
48		05/29/19	Hidden Valley Pump-Electric panel well 12					\$ 2,503.88						\$ (2,503.88)
49		05/29/19	DeAnza Ready Mix-Road base well 12					\$ 1,547.09						\$ (1,547.09)
50		05/29/19	Dynamic Consulting-Phase 1 & 2 Pipeline							\$ 71,010.00				\$ (71,010.00)
51		05/29/19	Bobs Trailer-Office trailer Well 1 ID4-9 and well 2					\$ 4,500.00		\$ 4,500.00				\$ (9,000.00)
52		05/29/19	Pacific Pipe-well 12					\$ 12,635.88						\$ (12,635.88)
53		05/29/19	BBK-bid review						\$ 765.00					\$ (765.00)
54		05/29/19	Big J Fencing-Fencing for Well ID4 Well 9						\$ 16,975.00					\$ (16,975.00)
55		05/29/19	De Anza Ready Mix					\$ 700.38	\$ 40,057.36					\$ (40,757.74)
56		05/29/19	Dudek-investigation of second production well								\$ 2,672.50			\$ (2,672.50)
57		05/29/19	Hidden Valley Pump-ID1 well 8 repairs					\$ 3,066.16						\$ (3,066.16)
58		05/29/19	Pacific Pipe-construction supply line					\$ 498.23						\$ (498.23)
59		05/29/19	Southwest Pump-construction of well 4-9						\$ 104,500.00					\$ (104,500.00)
60		05/29/19	State of California-Fee for Bond cost			\$ 1,396.50								\$ (1,396.50)
61		06/04/19	Pacific Pipe-Parts for well 4-9						\$ 38.45					\$ (38.45)
62		06/10/19	Deanza Ready Mix-Road base well 4-9						\$ 2,116.53					\$ (2,116.53)
63		06/10/19	Hidden Valley Pump-Step down transformer well 4-9						\$ 8,292.37					\$ (8,292.37)
64		06/10/19	US Bank-Remote office supplies well 4-9						\$ 1,701.07					\$ (1,701.07)
65		06/18/19	BBK-Correspondence to A&R							\$ 127.50				\$ (127.50)
66		06/18/19	Dudek-Construction management well 4-9						\$ 20,697.01					\$ (20,697.01)
67		06/18/19	One Eleven Services-Construction Mgmt well 4-9						\$ 4,500.00					\$ (4,500.00)
68		07/01/19	Southwest Pump-construction of well 4-9						\$ 543,866.73					\$ (543,866.73)
69		07/03/19	Hidden Valley Pump-Well 5 Manual Transfer Switch					\$ 399.00						\$ (399.00)
70		07/03/19	Pacific Pipe-Fire hydrant extensions										\$ 1,377.80	\$ (1,377.80)
71		07/08/19	De Anza Ready Mix-Concrete well 12					\$ 658.01						\$ (658.01)
72		07/08/19	De Anza Ready Mix-Concrete well 5					\$ 344.21						\$ (344.21)

	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1														
2			BOND CIP FUNDS											
3			RECONCILIATION-FY 2019/2021											
4								Well 12-17100/ 4-5 Well upgrades	Prod Well #1 ID4-9	Pipeline Project Phase 1/2	Prod Well #2	Club Circle Video/clean Sewer lines	Firehydrants	
5				Bond Proceeds	Interest paid	Cost of Issuance	Misc.	10117140	10117110	10117120	10117130	10117150	10117160	
73		07/08/19	Hidden Valley Pump-Well 5 pull pump replace bowls/video					\$ 141,472.45						\$ (141,472.45)
74		07/25/19	BBK-Review A&R contract							\$ 765.00				\$ (765.00)
75		07/25/19	Dudek-Construction Management Well 4-9						\$ 45,827.52					\$ (45,827.52)
76		07/25/19	Pacific Pipe-Fire hydrants										\$ 21,825.77	\$ (21,825.77)
77		07/25/19	One Eleven Services-Construction Mgmt well 4-9						\$ 2,165.00					\$ (2,165.00)
78		07/25/19	Southwest Pump-construction of well 4-9						\$ 67,022.50					\$ (67,022.50)
79		08/12/19	Hack-Chlorine well 4-9						\$ 849.62					\$ (849.62)
80		08/19/19	Dudek-Construction Management Well 4-9						\$ 22,521.09					\$ (22,521.09)
81		08/20/19	Insitu-Transducer rental well 4-9						\$ 454.72					\$ (454.72)
82		08/27/19	BBK-Review A&R Bond							\$ 535.50				\$ (535.50)
83		09/04/19	Insitu-Transducer rental well 4-9						\$ 429.93					\$ (429.93)
84		09/04/19	SDGE-Electric well 4-9						\$ 1,060.00					\$ (1,060.00)
85		09/04/19	Southwest Pump-construction of well 4-9						\$ 55,029.85					\$ (55,029.85)
86		09/04/19	US Bank Charge card-chlorine well 4-9						\$ 125.93					\$ (125.93)
87		09/09/19	Pacific Pipe-Supplies Double O Pipeline project							\$ 26,476.36				\$ (26,476.36)
88		09/16/19	Terry Robertson-Double O Pipeline replacement							\$ 491,504.35				\$ (491,504.35)
89		09/23/19	Dudek-Construction Management well 4-9						\$ 31,886.86					\$ (31,886.86)
90		09/23/19	Insitu-Transducer rental well 4-9						\$ 74.35					\$ (74.35)
91		09/23/19	Pacific Pipe-Meter boxes lids-Double O project							\$ 4,582.64				\$ (4,582.64)
92		09/30/19	BBK-Review change order A&R							\$ 204.00				\$ (204.00)
93		09/30/19	Dudek-Construction Management Well 4-9						\$ 1,260.00					\$ (1,260.00)
94	1062	10/08/19	Dudek-Construction Management Well 4-9						\$ 4,305.00					\$ (4,305.00)
95	1063	10/08/19	Southwest Pump-construction of well 4-9						\$ 44,548.38					\$ (44,548.38)
96	1064	10/18/19	Dudek-Construction Management Well 4-9						\$ 17,778.75					\$ (17,778.75)
97	1064	10/18/19	Dudek-investigabon of second production well							\$ 600.00				\$ (600.00)
98	1065	10/18/19	Pacific Pipe-Well 5 upgrade					\$ 5,553.49						\$ (5,553.49)
99	1066	10/21/19	McCalls Meters-Meters for Pipeline phase 1							\$ 11,636.47				\$ (11,636.47)
100	1067	10/21/19	Pacific Pipeline Supply-Tools/supplies well 5 upgrade					\$ 577.94						\$ (577.94)
101	1068	10/21/19	Jeffrey Smith-Appraisal well #2 site investigation							\$ 1,000.00				\$ (1,000.00)
102	1069	10/29/19	Jerry Rowling-Well #2 site investigation							\$ 3,750.00				\$ (3,750.00)
103	1070	11/05/19	Brax company-materials well 5					\$ 166.04						\$ (166.04)
104	1071	11/05/19	Manuel Rodrigues-DeAnza concrete-Well 5					\$ 1,450.90						\$ (1,450.90)
105	1072	11/12/19	Downstream-video/clean Club Circle									\$ 92,804.00		\$ (92,804.00)
106	1073	11/18/19	Dudek-Construction Management well 4-9						\$ 360.00					\$ (360.00)
107	1074	11/18/19	Pacific Pipe-Materials for Well 11/Well 16					\$ 12,532.02						\$ (12,532.02)
108	1075	11/18/19	Jerry Rowling-Well #2 site investigation								\$ 250.00			\$ (250.00)
109	1076	11/18/19	Brax company-ID4-9 electric hook-up						\$ 146,691.66					\$ (146,691.66)
110	1077	11/26/19	Pacific Pipe-Well 11 upgrades					\$ 2,810.62						\$ (2,810.62)
111	1078	12/11/19	Freight Charge					\$ 623.29						\$ (623.29)
112	1079	12/23/19	BBK-real property acquisition-Well #2								\$ 265.50			\$ (265.50)
113	1080	12/20/19	DeAnza Ready mix-Road base Well 4-9						\$ 1,377.22					\$ (1,377.22)
114	1081	12/20/19	Pacific Pipe-Well 16 upgrades					\$ 5,904.65						\$ (5,904.65)
115	1082	12/23/19	Brax-Well repairs					\$ 1,539.07	\$ 270,188.02					\$ (271,727.09)
116	1083	12/27/19	Brax-Work in Well 4-9						\$ 62,963.13					\$ (62,963.13)
117	1084	12/27/19	DeAnzaReady mix-concrete for kicker					\$ 688.42	\$ 553.41					\$ (1,241.83)
118	1085	01/03/20	Best Best & Krieger-Bond work review							\$ 586.50	\$ 62.04		\$ 640.00	\$ (1,288.54)
119	1086	01/26/20	Automated Water Treatment-chlorinator well4-9						\$ 1,044.75					\$ (1,044.75)
120	1087	01/28/20	David Taussig-Debt reporting costs				\$ 905.00							\$ (905.00)
121	1088	01/26/20	McCalls Meters-Meter for well ID4-9						\$ 3,894.50					\$ (3,894.50)
122	1089	01/28/20	Pacific Pipe-Parts for well 4-9						\$ 11,981.64					\$ (11,981.64)
123	1090	02/10/20	DeAnzaReady mix-concrete for kicker well9						\$ 851.20					\$ (851.20)
124	1091	02/10/20	Granger-Exhaust Fan Well 9						\$ 359.99					\$ (359.99)
125	1092	02/10/20	Pacific Pipe-Hydrants, Well 9						\$ 1,160.74				\$ 17,742.09	\$ (18,902.83)
126	1093	02/12/20	Best Best & Krieger								\$ 206.50			\$ (206.50)
127	1094	02/12/20	Jerome C Rowling								\$ 250.00			\$ (250.00)
128	1095	02/25/20	Dynamic Consulting-Phase I & 2 Pipeline							\$ 38,140.00				\$ (38,140.00)
129	1096	02/25/20	Pacific Pipe-Hydrants										\$ 4,062.61	\$ (4,062.61)
130														
131			BOND FUND BALANCE	\$ 5,654,707.13	\$ -	\$ 147,390.19	\$ 905.00	\$ 666,757.20	\$ 1,595,959.61	\$ 657,441.45	\$ 39,438.42	\$ 92,804.00	\$ 45,848.27	\$ 2,406,362.99
132														
133										2/29/2020	MMA			\$ 2,008,713.44
134										2/29/2020	Checking			\$ 399,649.55
135										2/28/2020	Total Bond funds Balance			\$ 2,408,362.99

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15		(54810)			Wendy Quinn	Town Hall/	One Eleven		Conf/Classes	Geosyntec	Water Advisory	
16	Month	BBK	BBK	DUDEK	Minutes	Advertising/Postage	Water Services	Staff Allocation	Misc.	Consultants	Committee-Lunches	G/L Total
17		<u>Stipulated</u>	<u>GWM</u>									
18	July 2019	14,142.06	2,670.86			140.00	1,045.00	7,853.72	269.54		-120.00	26,001.18
19	August			480.00	237.50	140.00		8,579.18	9.99		330.10	9,776.77
20	September	9,504.04	3,447.60	2,996.25	50.00	140.00		4,539.87	9.99	3,800.00	2,541.63	27,029.38
21	October	31,073.46	14,074.06		150.00	210.00	2,800.00	12,361.14	9.99		551.69	61,230.34
22	November	43,785.41			12.51	70.00		7,565.52	9.99			51,443.43
23	December	23,674.46			325.00	70.00		7,999.88	9.99		3,201.59	35,280.72
24	January	51,706.34	4,938.50			210.00		6,959.70	9.99			63,824.53
25	February	19,945.76	531.00		25.00	140.00		8,235.24	9.99			28,886.99
26												
27												
28												
29	Total	193,831.53	25,662.02	3,476.25	800.01	1,120.00	3,845.00	64,094.05	339.47	3,800.00	6,505.01	303,473.34



**GROUNDWATER MANAGEMENT
ACCOUNTING
FY 2020
Acct #10154800/810**

Item III.B

Managers Report

Verbal

