

**A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE TWENTYNINE PALMS WATER DISTRICT
72401 HATCH ROAD, TWENTYNINE PALMS, CA 92277**

NOVEMBER 16, 2016 / 6:00 P.M.

AGENDA

This meeting will be televised on Time Warner Cable Channel 10
on Saturdays at 10:00 AM and Sundays at 5:00 PM

Next Resolution #16-19
Next Ordinance #98

Call to Order and Roll Call

Pledge of Allegiance

Additions/Deletions to the Agenda

Public Comments

Please complete a "Request to be Heard" form prior to the start of the meeting. The public may address the Board for 3 minutes on District-related matters. Government Code prohibits the Board from taking action on matters that are not on the agenda. However, the Board may refer matters for future consideration.

1. Presentation by Sierra West Consultants on the District's Emergency Response Plan (ERP) Exercise
2. Discussion of Director Stipend
3. Consent Calendar

Matters under the Consent Calendar are to be considered routine and will be enacted in a single motion. There will be no separate discussion of these items unless the Board, staff or the public requests specific items be removed for separate discussion and action before the Board votes on the motion to adopt.

 - Minutes of the Regular Meeting held on October 26, 2016
 - Audit List
4. Items Removed from the Consent Calendar for Discussion or Separate Action
5. Management Reports
 - 5.1 Operations
 - 5.2 Finance
 - 5.3 General Manager
6. Future Agenda Items and Staff Tasks/Directors' Comments and Reports

7. Adjournment

The Board reserves the right to discuss only or take action on any item on the agenda.

Notice of agenda was posted on or before 4:00 p.m., November 10, 2016.



Ray Kolisz, General Manager

Upon request, this Agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Cindy Fowlkes at (760) 367-7546 at least 48 hours before the meeting, if possible.

Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the time the writing is distributed to the Board of Directors. Any such writing will be available for public inspection at the District offices located at 72401 Hatch Road, Twentynine Palms, CA 92277. In addition, any such writing may also be posted on the District's website.

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TWENTYNINE PALMS WATER DISTRICT
72401 HATCH ROAD, TWENTYNINE PALMS, CA 92277-2935
760.367.7546 PHONE 760.367.6612 FAX

TO: BOARD OF DIRECTORS
DATE: NOVEMBER 10, 2016
FROM: RAY KOLISZ, GENERAL MANAGER
SUBJECT: SHAKE OUT TABLE TOP EXERCISE AFTER ACTION REPORT

BACKGROUND AND DISCUSSION

On October 20, 2016 the District conducted a table top exercise that provided training to staff on the recently adopted Emergency Response Plan (ERP). The exercise coincided with the "Great California Shake-Out Drill" which simulated a major earthquake on the San Andreas Fault.

Sierra West Consultants were on-site to provide support, input and observation on the use of the ERP. The exercise included break-out groups, simulated response to scenarios and group discussions. Sierra West Consultants has prepared an "After Action/Corrective Action Report" for your review and discussion and will give a brief presentation to the Board.



October 25, 2016

Mr. Ray Kolisz
Twentynine Palms Water District
72401 Hatch Road
Twentynine Palms, CA 92277

Re: After Action/Corrective Action Report
Earthquake Response Tabletop Exercise
October 20, 2016

Dear Ray,

Sierra West appreciates the opportunity to work with the Twentynine Palms Water District (TPWD) in conducting a successful tabletop exercise of response actions in a simulation of a significant earthquake incident. The exercise was conducted on October 20, 2016 as part of the State of California's *Great California Shakeout*.

It was apparent to Sierra West that the TPWD staff were excited about the exercise and were willing to learn. This is a testament to your leadership and the commitment from the District's Board of Directors. The staff were cooperative, relaxed, attentive, and willing to listen to the viewpoints of each other and the Facilitator.

Please find attached the After Action/ Corrective Action Report and the original "injects" and "drivers" for the exercise.

As always, it was a pleasure to work with you and your staff and we look forward to working with the District again in the near future. If you have any questions, please contact Gary Sturdivan at 909-658-5974, or Jeff Bensch at 916-863-3220.

Best Regards,

Gary Sturdivan



TWENTYNINE PALMS WATER DISTRICT

SHAKE OUT 2016 TABLETOP EXERCISE Thursday, October 20, 2016

After Action/Corrective Action Report

Facilitator: GARY STURDIVAN, Sierra West Consultants, Inc.

Observer/Recorder: JILL TRUDEAU, Sierra West Consultants, Inc.

The Twentynine Palms Water District (TPWD) along with Sierra West Consultants conducted a tabletop exercise of response actions in a simulation of a significant earthquake incident. The exercise was conducted coincident with the State-wide ShakeOut emergency response activities. This After Action/Correction Action report summarizes the activities at TPWD and identifies areas for improvement.

Introduction to Exercise

- Discussion of the likelihood of a major earthquake on the southern section of the San Andreas Fault and the impacts to the TPWD.
- Discussion of the new TPWD Family Emergency Plan and the importance of each family having an emergency plan and supplies.
- USGS 7.8 earthquake video presentation.
- Drop and cover exercise at 10:20AM.
- Discussion on when and how to declare a State of Emergency.
- Discussion on the locations of the TPWD Emergency Operations Centers

Incident Scenario

- A disastrous 7.8 earthquake has hit the southern section of the San Andreas fault, with intense shaking felt from the Salton Sea to Lancaster.
- The TPWD has been severely compromised, including reports of the collapse of the Donnell Reservoir, possible chemical spill at the treatment plant, pipeline failure at Adobe and Buena Vista, Desert Heights tank buckled, and dead bodies along Twentynine Palms Highway below Donnell Reservoir.
- There is no landline phone or cellular phone service, and no electricity.
- Highway 62 is impassable, since the fault crosses the highway.

Exercise Highlights

The EOC was formed in the Board Room of the TPWD. The section Chiefs of Operations, Planning, Logistics, Safety, Finance, and Public Information were appointed. White boards were set-up. The TPWD Emergency Response Plan was consulted and utilized.

The TPWD staff conducted mock surveys of the damage to District's facilities and operation. The Facilitator added the drivers and "field" comments throughout the exercise. Damage reports were received from the field. Participants were directed on which EOC Sections were responsible for handling various tasks and functions. Participants were encouraged to adhere strictly to the established chain of command to ensure orderly communications.

Discussion ensued as to how to communicate with the employees and their families, the City of Twentynine Palms, County of San Bernardino Office of Emergency Services, Emergency Response Network of the Inland Empire (ERNIE), California Water/Wastewater Agency Response Network (CalWARN) and other agencies and authorities. The new satellite phone was utilized and there was a discussion on how to access the local HAM radio operators to provide a link to the outside world. There was a discussion about the TPWD two-way radio system and the repeater on Donnell Reservoir. If the repeater is not working, then the two-way radios in the vehicles can change frequency and talk vehicle to vehicle, which would allow radio communications in the immediate area.

There was a discussion about operational solutions that could be immediately put into place, if staff were already in the field. Staff could assess pipeline and tank failures, on their way back to the EOC. Staff could turn off gate valves to isolate tank and save water in the system.

A generator was dispatched to Well 17.

A "Do Not Use Water Order" was issued by the EOC Director, due to there being no water in the system. The decision was made to send untreated water into the system for fire suppression and the water would not be potable, because of the spilled chemicals and broken chemical feeds at the treatment plant. The State Department of Water Resources was notified, and the "order" was conveyed to the County OES, and to the media through the Public Information Officer. A discussion then followed on what it takes to lift a "Do Not Use Order."

List of Needed Resources from Outside of the District

- Structural Engineer, for buildings and reservoirs
- Hazmat Team
- Fuel
- Laboratory Services
- Mutual Aid from CalWARN. Items requested from CalWARN are listed below.

- Staff
- Repair crews
- Water and Food
- Pipeline repair parts as well as pipe
- Portable water reservoirs
- Haz-Mat clean-up crew

Financial issues were a concern. The Board of Directors were kept apprised of expenditures. Discussion of what could be done to ensure adequate mutual aid response if cash reserves were depleted. The Finance Chief informed the EOC Director that the TPWD had depleted all monies available to the District. The EOC Director contacted the District's Board of Directors for authorization to open a line of credit with the bank, and authorization was granted by the Board of Directors. The need for detailed documentation, including timesheets, receipts, requisitions, and the like (for FEMA reimbursement) was emphasized.

Conclusion of Exercise

Each participant was asked what they learned.

Comments:

- "There's a lot to learn".
- "Everyone needs to keep to his/her own responsibility."
- "Everyone needs to chip in."
- "We have to remember the big picture."
- "I learned a lot. This made it more real."
- "it's really important to follow procedure."
- "I have a better understanding of the magnitude of it."
- "I understand communications better."
- "Knowing the area is a big benefit."
- "Everyone is important."

Each participant was asked what could have been done better.

Comments:

- "We don't have the supplies we need."
- "We weren't familiar with using satellite phone."
- "Uncertain about field crew reporting-in procedure."
- "Need ongoing training."
- "Easier access to information in ERP."
- "The better the communications, the less chaos."
- "Using the forms."
- "More Delegation."
- "Make use of all resources."

ACTION ITEMS

- Ensure that each employee has a Family Emergency Plan.
- All employees to be trained in the use of communication devices including vehicle-mounted two-way radios and the satellite phone.
- All employees to be trained in use of appropriate forms necessary for FEMA reimbursement.
- Fully stock storage room with food, water and supplies for employees and families (consider needs of mutual aid respondents).
- Create and distribute consolidated version of Emergency Action Plan (“cheat sheet”) with procedures, phone numbers, reminders, etc., for use by individual employees.
- Use Target Solutions (or other free software) to give basic ERP test, print certificates, and gather signatures of all staff who received training.
- Set-up emergency line of credit at the bank.
- Store copies of all keys (including vehicles, mobile equipment, offices, etc.) in a lock box near EOC location.
- Report to TPWD Board of Directors on exercise, action plan, and budgetary needs.
- Do another tabletop exercise (in 3-6 months) with Chief roles (including EOC Director) assigned to different people.
- Compile emergency response agreements and approved list of vendors.
- Acquire additional Government Emergency Telecommunications Service (GETS) cards for staff.
- Set up communications with the HAM Radio Club in Twentynine Palms area.
- Coordinate with the San Bernardino County Office of Emergency Services on the redundant communications system that is utilized by the County in an emergency.
- Have emergency credit cards available.
- Put a diesel fuel plan into place, ensuring adequate reserves.
- Purchase inexpensive laptop computers for each Section Chief and install the ERP and needed forms pertinent for each section in the EOC.
- Provide additional staff training on how to use the ERP.
- Ability to transfer phones from main office to Treatment Plant to be explored.

Supplies needed in the TPWD emergency storage facility. Items that were discussed are:

- Food
- Water
- Flashlights
- EOC Vests
- Cots, Blankets
- Personal aids such as toothbrushes and toothpaste, toilet paper, soap, sunscreen, etc.
- First Aid supplies

INJECTS FOR GOLDEN GUARDIAN 2016
Twentynine Palms Water District

1. Twentynine Palms Water District, report they are conducting windshield surveys and are without power, phones and SCADA systems.
2. Ask the question of what happened during the EQ to the main office?
3. The City of Twentynine Palms reports that there are massive storage tank and pipeline failures.
4. Twentynine Palms Water District reports: there are homes destroyed on the south side of Twentynine Palms Highway due to the water storage tank Donnell Reservoir suddenly releasing all contents and washing homes away, this water has also washed out the highway. There are bodies on the other side of the highway. Communications towers on site are not useable including the District's repeater.
5. Fire sprinklers have ruptured in the building water.
6. Twentynine Palms Water District, is requesting locations of staging areas from County of San Bernardino OES, to direct the public to receive bottled water.
7. TPWD is requesting communication with State DWR Water Division.
8. Marine Base has contacted the TPWD to report: the off-base housing has no water.
9. TPWD has activated CalWARN and is requesting mutual aid.
10. TPWD is requesting routes from County OES to get mutual aid from Northern California.
11. Treatment Plant appears intact, but some of the chemical feed lines have been split apart. The chemicals in the containment rooms have leaked and the secondary containment are full. There are long cracks in the ground that disappear under the waste units and appear on the other end that run off, out into the desert.
12. Communications with County OES.
13. People coming to the EOC wanting to know where to get water.
14. Power lines and poles on highway are down.

Other Items to Consider:

1. GETS CARDS.
2. Approved vendor, and supplier list.
3. HAM radio for communications.
4. Declaring a Disaster.
6. Can phones be transferred from the main office to the Treatment Plant? How?

Other Information:

1. If you're making water, what do you need to do? Is it drinkable? How do you get the word out? 107.7? Sat Phones?
2. County Fire should have a way of contacting County OES.

Items to follow-up on:

1. HAM Radio Club.
2. Approved Emergency Vendor List.
3. Communicate with County OES and develop contact list.
4. Diesel fuel for generators.
5. Move first table of contents in the ERP to the front cover.
6. Revise cover of ERP manual to show Emergency numbers.

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TWENTYNINE PALMS WATER DISTRICT
72401 HATCH ROAD TWENTYNINE PALMS, CA 92277-2935
760.367.7546 PHONE 760.367.6612 FAX

TO:	BOARD OF DIRECTORS
DATE:	NOVEMBER 10, 2016
FROM:	RAY KOLISZ, GENERAL MANAGER
SUBJECT:	DISCUSSION OF BOARD OF DIRECTORS STIPEND AND COMPARISONS

BACKGROUND AND DISCUSSION

On July 26, 2006, the Board of Directors passed Ordinance 90 setting the compensation for members of the Board and establishing an expense and use of public resources policy. This ordinance established that members of the Board shall receive \$100 for each attended Board meeting, not to exceed (10) meetings per month, as well as "for each day's service rendered by a Director by request of the Board." The ordinance further states that payment for services would be rendered as long as a formal request was made and the Board provides prior approval of payment of a daily meeting stipend.

Water Code section 20202 authorizes an increase in the compensation that may be received by the Board up to an amount equal to five percent (5%) for each calendar year since the effective date of the last increase.

Upon Director Giannini's request at the October 26, 2016 Board meeting, the following is a comparison of other District's daily stipends.

Joshua Basin Water District
\$173.63

Bighorn Desert View Water Agency
\$121.55

Hi Desert Water District
\$125.00

Mission Springs Water District
\$100.00

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**MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE TWENTYNINE PALMS WATER DISTRICT
72401 HATCH ROAD, TWENTYNINE PALMS, CA 92277**

OCTOBER 26, 2016 / 6:00 P.M.

Call to Order and Roll Call

President Moore called the meeting to order at 6:00 p.m., 72401 Hatch Road, Twentynine Palms, California. Those responding to roll call were Directors Bob Coghill, Carol Giannini, Suzi Horn, Sam Moore, and Roger Shinaver. Also present were General Manager Ray Kolisz, Financial Consultant Cindy Byerrum, and District Secretary Cindy Fowlkes.

Pledge of Allegiance

Director Moore led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

None

1. Consideration to Adopt Resolution 16-18 Wastewater Master Plan

Mr. Lynn Takaichi gave a presentation on the regulatory framework and planning process of the Wastewater Master Plan. The main objectives of the study were to estimate existing and future wastewater flows; develop hydraulic model of the trunk sewer system to identify future facilities that could be needed if the area was to be taken off the existing septic systems; and prepare conceptual level planning costs for the wastewater system identified. The District and City entered into a joint collaboration on the plan to protect the groundwater quality and potential groundwater impacts from septic tanks within their boundaries and sphere of influence.

Staff recommends adopting Resolution 16-18 thereby placing the District and City in a more favorable position to identify potential implementation and funding strategies; update the requirements for onsite wastewater disposal; obtain grant funding; data collection; and sets a plan of action in place.

Director Shinaver made a motion to approve Resolution 16-18 Adopting a Wastewater Master Plan, seconded by Director Horn, and approved by the following roll call vote:

Ayes:	Directors Coghill, Giannini, Horn, Shinaver, and Moore
Noes:	None
Abstain:	None
Absent:	None

2. Consideration of Customer Request for a Mainline Extension

At the September Board meeting, Mr. Butler addressed the Board and asked for consideration to have a remote meter installed near the northeast property corner. Staff was asked to bring back information regarding the cost of the requested extension. The total costs for the District to install the requested mainline is \$6,939.88.

Director Coghill made a motion to grant the request with a \$3,470.00 downpayment, remainder to be paid over 24 months at \$144.00 a month; seconded by Director Shinaver, and approved by the following roll call vote:

Ayes: Directors Coghill, Shinaver, and Moore
Noes: Directors Giannini and Horn
Abstain: None
Absent: None

3. Consideration to Approve California Employer's Retirement Benefit Trust (CERBT) Funding
In fiscal year 2014/2015 the Board recognized the need to set aside funds for the post-employment health benefits provided to employees upon retirement through age 65. Subsequently, \$120,000 was set aside during that fiscal year, \$94,573 in fiscal year 2015/2016, and \$96,571 in fiscal year 2016/2017. Future allocations will be brought to the Board during the annual budget process. Staff recommends the Board approve the transfer of the allocations in the amount of \$311,144 to the CERBT Trust Fund.

Director Horn made a motion to approve the transfer of \$311,144 from the Operating Account to the CERBT Trust Fund, seconded by Director Giannini, and approved by the following roll call vote:

Ayes: Directors Coghill, Giannini, Horn, Shinaver, and Moore
Noes: None
Abstain: None
Absent: None

4. Consent Calendar
- Minutes of a Regular Meeting held on September 28, 2016
 - Audit List

Director Shinaver moved to approve the Consent Calendar, seconded by Director Coghill, and approved unanimously.

5. Items Removed from the Consent Calendar for Discussion or Separate Action
None

6. Management Reports

6.1 Operations

The District responded to 30 Underground Service Alerts, had 0 water main leaks, 2 water meter leaks, 2 service line leaks, 0 fire hydrant repairs, performed 8 customer pressure checks, replaced 11 meters, replaced 6 customer gate valves, and installed 0 new services. 2 Wastewater complaints were reported. Water quality levels were normal for the month. Water production was down 1% as compared to the same month in 2013.

6.2 Finance

Ms. Byerrum reported the Audit was completed in October. Due to scheduling conflicts, the final audit will be presented to the Board in January. Water sales look favorable. The transition to Pacific Western Bank has been completed.

6.3 General Manager

Mr. Kolisz spoke with the Regional Water Quality Control Board and pressed upon them that the District is looking for approval to move forward with filling Pond 3 while it is still under warranty. The District participated in the Great Shake Out opening up the Emergency Response Plan (ERP) and conducting a table top exercise.

11. Future Agenda Items and Staff Tasks/Directors' Comments and Reports

Director Giannini would like staff to prepare a report comparing the Board's stipend to other Districts and City elected officials.

12. Adjournment

On motion by Director Shinaver, seconded by Director Horn, and approved by the Board, the meeting was adjourned at 6:50 p.m.

Kerron E. Moore, President
Board of Directors

Attest:

Ray Kolisz, Board Secretary
Twentynine Palms Water District

Twentynine Palms Water District

Check Date Range: 10/1/2016 thru 10/31/2016

Ck No	Ck Date	Payable To	Ck Amt	Ck Detail	GL Acct No	Description
7161	10/05/2016	ACWA	35,271.00	35,271.00	100-000-0000-1600	Auto & General Liability Prgm 10/1/2016 - 10/01/2017
7162	10/05/2016	Acwa Joint Powers Insurance Authority	28,253.42	1,703.70	100-310-0000-5141	Health Benefits Nov. 2016
				3,375.73	100-310-0000-5144	Health Benefits Nov. 2016
				349.77	100-310-0000-5142	Health Benefits Nov. 2016
				21,283.87	100-310-0000-5140	Health Benefits Nov. 2016
7163	10/05/2016	Customer Refund	23.76	23.76	100-000-0000-2000	Refund Check
7164	10/05/2016	Customer Refund	68.05	68.05	100-000-0000-2000	Refund Check
7165	10/05/2016	Customer Refund	29.54	29.54	100-000-0000-2000	Refund Check
7166	10/05/2016	Customer Refund	63.09	63.09	100-000-0000-2000	Refund Check
7167	10/05/2016	Customer Refund	18.59	18.59	100-000-0000-2000	Refund Check
7168	10/05/2016	Beyond Software Solutions	1,500.00	1,500.00	100-600-0000-5406	IT Services
7169	10/05/2016	Calpers	7,430.68	6,537.32	100-310-0000-5162	Retirement 09/11/2016 - 09/24/2016
				457.50	100-310-0000-5167	Retirement 09/11/2016 - 09/24/2016
				435.86	100-310-0000-5166	Retirement 09/11/2016 - 09/24/2016
7170	10/05/2016	Customer Refund	12.22	12.22	100-000-0000-2000	Refund Check
7171	10/05/2016	Cdw Government	449.86	183.84	100-160-0000-5301	TrippLite 25ft Cat5e Mfg. Part#: N001-025-GN UNSPSC: 26121609
				147.03	100-160-0000-5301	NETGEAR ProSafe 8-Port Gigabit Smart Managed Switch (GS108T-200N)
				118.99	100-160-0000-5301	NETGEAR ProSafe 8-Port Gigabit Smart Managed (Plus) Switch (GS10
7172	10/05/2016	Centurylink Business Services	21.75	21.75	100-600-0000-5203	Hatch
7173	10/05/2016	City of Twentynine Palms	318.00	159.00	100-130-0000-5303	Permit Fee (Monte Vista #355)
				159.00	100-130-0000-5303	Permit Fee (Split Rock#356)
7174	10/05/2016	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
7175	10/05/2016	Customer Refund	68.85	25.00	100-000-0000-2000	Refund Check
				43.85	100-000-0000-2000	Refund Check
7176	10/05/2016	Customer Refund	125.00	125.00	100-000-0000-2000	Refund Check
7177	10/05/2016	Desert Hardware	13.41	13.41	100-130-0000-5220	Misc. PVC Parts
7178	10/05/2016	Customer Refund	46.79	46.79	100-000-0000-2000	Refund Check
7179	10/05/2016	Customer Refund	122.50	122.50	100-000-0000-2000	Refund Check
7180	10/05/2016	Customer Refund	8.83	8.83	100-000-0000-2000	Refund Check
7181	10/05/2016	Customer Refund	43.44	43.44	100-000-0000-2000	Refund Check

Twentynine Palms Water District

Check Date Range: 10/1/2016 thru 10/31/2016

7182	10/05/2016	Customer Refund	36.34	36.34	100-000-0000-2000	Refund Check
7183	10/05/2016	Fred Pryor Seminars	398.00	398.00	100-600-0000-5330	HR Law Seminar - Cindy Fowlkes & Rochelle Bowe
7184	10/05/2016	Customer Refund	47.50	47.50	100-000-0000-2000	Refund Check
7185	10/05/2016	Customer Refund	14.85	14.85	100-000-0000-2000	Refund Check
7186	10/05/2016	Customer Refund	70.98	70.98	100-000-0000-2000	Refund Check
7187	10/05/2016	Customer Refund	15.56	15.56	100-000-0000-2000	Refund Check
7188	10/05/2016	Harrington Industrial	423.90	397.30	100-150-0000-5221	Seats
				26.60	100-150-0000-5221	O-Ring
7189	10/05/2016	Jeff Arwick Hi-Desert Ind. Electric	340.00	190.00	100-150-0000-5406	Disconnect Old/Reconnect New Air Compressor (Treatment Plant)
				150.00	100-150-0000-5406	Replace 70W HPS ballast (Treatment Plant)
7190	10/05/2016	Ingersoll Rand Company/Industrial Technologies	4,116.39	2,500.00	100-850-0000-6001	Installation of UP6S25-125 Air Compressor (Treatment Plant)
				311.39	100-150-0000-5221	Part# 89295976 Air Filter
				81.00	100-150-0000-5221	Part# 54672654 Element, Coolant Filter
				186.00	100-150-0000-5221	Part# 54749247 Element Separator 194CFM
				48.00	100-150-0000-5221	Part# 22053722 Pad Filter
				990.00	100-150-0000-5221	Part# 38459582
7191	10/05/2016	Customer Refund	25.75	25.75	100-000-0000-2000	Refund Check
7192	10/05/2016	Customer Refund	25.75	25.75	100-000-0000-2000	Refund Check
7193	10/05/2016	Inland Water Works	1,514.70	923.40	100-000-0000-1400	3/4" MIL NL UP105 Brass Gate Valve
				496.80	100-000-0000-1400	AEP 1015-1G2GW MBC Flush Cover"Water"
				8.10	100-130-0000-5220	1/2" x 520" Teflon Tape, Roll
				86.40	100-130-0000-5220	AC4011 3/4" x 1/8" Neoprene Meter Gasket
7194	10/05/2016	Jackson-Hirsh Inc.	52.71	52.71	100-600-0000-5301	Laminating Pouches
7195	10/05/2016	Customer Refund	45.17	45.17	100-000-0000-2000	Refund Check
7196	10/05/2016	Customer Refund	31.01	31.01	100-000-0000-2000	Refund Check
7197	10/05/2016	Customer Refund	61.47	61.47	100-000-0000-2000	Refund Check
7198	10/05/2016	Customer Refund	31.65	31.65	100-000-0000-2000	Refund Check
7199	10/05/2016	Customer Refund	32.84	32.84	100-000-0000-2000	Refund Check
7200	10/05/2016	Customer Refund	26.91	26.91	100-000-0000-2000	Refund Check
7201	10/05/2016	Customer Refund	26.39	26.39	100-000-0000-2000	Refund Check
7202	10/05/2016	Customer Refund	3.09	3.09	100-000-0000-2000	Refund Check
7203	10/05/2016	Customer Refund	5.07	5.07	100-000-0000-2000	Refund Check

Twentynine Palms Water District

Check Date Range: 10/1/2016 thru 10/31/2016

7204	10/05/2016	Customer Refund	4.78	4.78	100-000-0000-2000	Refund Check
7205	10/05/2016	Customer Refund	28.08	28.08	100-000-0000-2000	Refund Check
7206	10/05/2016	Mcmaster-Carr Supply Co.	916.62	355.43	100-150-0000-5220	Polyer Felt Filter Bags 100 Micron
				346.03	100-150-0000-5220	Desiccant
				19.50	100-150-0000-5220	Particulate Filter
				130.90	100-150-0000-5220	Replacement Filter
				64.76	100-150-0000-5220	Panel-Mount Flowmeter
7207	10/05/2016	Customer Refund	48.53	48.53	100-000-0000-2000	Refund Check
7208	10/05/2016	Customer Refund	299.48	299.48	100-600-0000-5330	Training/Travel Reimbursement
7209	10/05/2016	Minolta Business Systems	74.08	74.08	100-600-0000-5223	08/23/2016 -09/22/2016
7210	10/05/2016	Customer Refund	39.98	39.98	100-000-0000-2000	Refund Check
7211	10/05/2016	Customer Refund	47.95	47.95	100-000-0000-2000	Refund Check
7212	10/05/2016	Customer Refund	48.24	48.24	100-000-0000-2000	Refund Check
7213	10/05/2016	Customer Refund	66.81	66.81	100-000-0000-2000	Refund Check
7214	10/05/2016	Customer Refund	24.58	24.58	100-000-0000-2000	Refund Check
7215	10/05/2016	Platinum Consulting Group	6,000.00	6,000.00	100-600-0000-5401	Monthly Retainer Sept.2016
7216	10/05/2016	Customer Refund	33.71	33.71	100-000-0000-2000	Refund Check
7217	10/05/2016	Process Solutions Inc.	433.71	433.71	100-150-0000-5221	Micropump Rebuild Kit(Treatment Plant)
7218	10/05/2016	Protection One Monitoring Inc.	589.17	142.92	100-130-0000-5406	Monitoring
				202.47	100-150-0000-5406	Monitoring
				243.78	100-600-0000-5406	Monitoring
7219	10/05/2016	Prudential Overall Supply	523.06	52.53	100-130-0000-5253	Uniforms
				161.69	100-130-0000-5253	Uniforms
				52.53	100-130-0000-5253	Uniforms
				256.31	100-130-0000-5253	Uniforms
7220	10/05/2016	Customer Refund	2.85	2.85	100-000-0000-2000	Refund Check
7221	10/05/2016	Customer Refund	27.93	27.93	100-000-0000-2000	Refund Check
7222	10/05/2016	Customer Refund	33.71	33.71	100-000-0000-2000	Refund Check
7223	10/05/2016	Customer Refund	24.28	24.28	100-000-0000-2000	Refund Check
7224	10/05/2016	Customer Refund	19.52	19.52	100-000-0000-2000	Refund Check
7225	10/05/2016	S.C.E.	19,472.68	501.00	100-110-0000-5201	Well 9 Booster 6A, 6B
				1,439.32	100-120-0000-5201	Booster Lupine

Twentynine Palms Water District

Check Date Range: 10/1/2016 thru 10/31/2016

				938.05	100-120-0000-5201	Booster 11A, 11B
				296.87	100-110-0000-5201	Well 15
				857.07	100-120-0000-5201	Booster Sullivan
				9,049.45	100-110-0000-5201	Well TP-1
				1,176.85	100-110-0000-5201	Well 6, 12
				70.42	100-110-0000-5201	Donnell
				2,403.14	100-110-0000-5201	Well 17
				25.44	100-110-0000-5201	Well 4
				1,752.39	100-600-0000-5201	Hatch
				28.71	100-110-0000-5201	Michels
				933.97	100-150-0000-5201	Plant
7226	10/05/2016	Safety-Kleen Systems Inc.	298.90	298.90	100-130-0000-5406	Safety-Kleen System
7227	10/05/2016	Customer Refund	45.69	45.69	100-000-0000-2000	Refund Check
7228	10/05/2016	Customer Refund	29.87	29.87	100-000-0000-2000	Refund Check
7229	10/05/2016	Customer Refund	14.05	14.05	100-000-0000-2000	Refund Check
7230	10/05/2016	Customer Refund	99.61	99.61	100-600-0000-5330	Travel/Training Reimbursement
7231	10/05/2016	Sierra West Consultants, Inc.	1,600.00	1,600.00	100-600-0000-5330	ERP Training
7232	10/05/2016	Susan L. Simmons	575.00	575.00	100-600-0000-5406	Janitorial Services
7233	10/05/2016	Southern Calif. Gas Co.	1.07	1.07	100-600-0000-5202	Hatch
7234	10/05/2016	Bob Stephenson	200.00	200.00	100-610-0000-5350	Video recording board meetings
7235	10/05/2016	Customer Refund	25.82	25.82	100-000-0000-2000	Refund Check
7236	10/05/2016	SWRCB-DWOCP	90.00	90.00	100-130-0000-5242	Distribution Cert Renewal/Moore
7237	10/05/2016	Customer Refund	17.41	17.41	100-000-0000-2000	Refund Check
7238	10/05/2016	Underground Service Alert	60.00	60.00	100-130-0000-5406	40 new tickets
7239	10/05/2016	United Cerebral Palsy Assoc.	319.75	319.75	100-160-0000-5406	Mail Production
7240	10/05/2016	Usa Blue Book	1,367.61	1,270.74	100-140-0000-5211	CL2 Injection Parts
				96.87	100-130-0000-5220	Hydrant Sampling Adapter
7241	10/05/2016	USPS	186.00	186.00	100-600-0000-5406	Box 1735/12 month renewal
7242	10/05/2016	Vagabond Welding Supply	54.00	10.00	100-130-0000-5220	Miller Nozzle
				44.00	100-130-0000-5220	Argon
7243	10/05/2016	Verizon Wireless	339.65	339.65	100-600-0000-5203	Wireless
7244	10/05/2016	Vwr Scientific Products Corp.	1,309.27	496.03	100-150-0000-5220	Tisab II (1gal)

Twentynine Palms Water District

Check Date Range: 10/1/2016 thru 10/31/2016

				407.92	100-150-0000-5220	Fluoride w/Tisab 1ppm
				405.32	100-150-0000-5220	Fluoride w/Tisab 10ppm
7245	10/05/2016	Western Water Works	767.70	767.70	100-000-0000-1400	2" Corp Stop MIP x MIP Brass
7246	10/05/2016	Customer Refund	75.00	75.00	100-000-0000-2000	Refund Check
7247	10/05/2016	Customer Refund	25.37	25.37	100-000-0000-2000	Refund Check
7248	10/05/2016	Customer Refund	21.97	21.97	100-000-0000-2000	Refund Check
7249	10/05/2016	Customer Refund	47.94	47.94	100-000-0000-2000	Refund Check
97001	10/19/2016	Accela, Inc. #774375	5,182.00	1,290.00	100-600-0000-5408	Web Payments/Sept 2016
				1,216.00	100-600-0000-5408	Web Payments
				1,411.00	100-600-0000-5408	Web Payments
				1,265.00	100-600-0000-5408	Web Payments
97002	10/19/2016	Ansafone Contact Centers	254.08	254.08	100-160-0000-5406	Answering Service
97003	10/19/2016	Autozone Inc.	49.34	12.63	100-130-0000-5222	Disc Brake Hardware Kit
				17.26	100-130-0000-5222	Bungee Straps
				19.45	100-130-0000-5222	Misc. Fuses (Shop Supplies)
97004	10/19/2016	Avalon Urgent Care	200.00	100.00	100-130-0000-5242	Physical
				100.00	100-130-0000-5242	Physical
97005	10/19/2016	Best Best & Krieger	2,546.46	1,663.46	100-600-0000-5403	Professional Services
				367.00	100-600-0000-5403	Professional Services
				516.00	100-600-0000-5403	Professional Services
97006	10/19/2016	Beyond Software Solutions	720.00	720.00	100-600-0000-5406	IT Services
97007	10/19/2016	Builders Supply - 29 Palms	196.59	8.79	100-130-0000-5228	Adjustable Utility Knife (Duty Truck)
				5.79	100-130-0000-5228	Adjustable Utility Knife (Duty Truck)
				16.58	100-130-0000-5228	Ratcheting PVC Cutter (Duty Truck)
				13.49	100-130-0000-5228	1/4LB Free Solder (Duty Truck)
				3.79	100-130-0000-5228	1.7 OZ #95 Lead Free Flux (Duty Truck)
				3.79	100-130-0000-5220	Masking Tape
				6.49	100-130-0000-5220	PR BL Masking Tape
				14.99	100-130-0000-5220	Warehouse Broom
				26.85	100-130-0000-5220	24" Poly Push Broom
				1.74	100-130-0000-5220	1/2" PVC SCH40 SLIP CAP
				14.17	100-130-0000-5228	Ratcheting PVC Cutter (Treatment Plant)

Twentynine Palms Water District

Check Date Range: 10/1/2016 thru 10/31/2016

				25.49	100-130-0000-5220	Misc Parts Screws/Anchors
				24.68	100-130-0000-5220	Grounding Rod Clamp
				29.95	100-130-0000-5220	Misc. PVC Parts
97008	10/19/2016	Burrtec Waste & Recycling Svcs	198.62	40.07	100-600-0000-5406	Hatch
				95.00	100-600-0000-5406	Hatch
				63.55	100-600-0000-5406	Amboy
97009	10/19/2016	Calpers	7,431.70	6,538.34	100-310-0000-5162	Retirement 09/25/16 - 10/08/16
				435.86	100-310-0000-5167	Retirement 09/25/16 - 10/08/16
				457.50	100-310-0000-5166	Retirement 09/25/16 - 10/08/16
97010	10/19/2016	Carquest Auto Parts	293.38	116.77	100-130-0000-5222	Transmission Fluid (Shop Supplies)
				17.21	100-130-0000-5222	External Transmission Filter Kit
				28.05	100-130-0000-5222	Trans Filter Kit
				7.56	100-130-0000-5222	Air Filter
				12.77	100-130-0000-5222	Oil Filter
				46.27	100-130-0000-5222	Air Filter
				37.10	100-130-0000-5222	Air Filter
				27.65	100-130-0000-5222	Fuel Filter
97011	10/19/2016	Chem-Tech International Inc.	15,849.76	5,761.21	100-150-0000-5211	Load of Acid (Treatment Plant)
				10,088.55	100-150-0000-5211	Load of Caustic (Treatment Plant)
97012	10/19/2016	Clinical Lab of San Bern.	901.50	901.50	100-140-0000-5405	Water Samples
97013	10/19/2016	County Of San Bernardino	638.36	225.97	100-150-0000-5406	Treatment Plant Waste
				240.36	100-150-0000-5406	Treatment Plant Waste
				172.03	100-150-0000-5406	Treatment Plant Waste
97014	10/19/2016	Desert Hardware	3.43	3.43	100-130-0000-5220	3/4" PVC CAPS (Duty Truck)
97015	10/19/2016	Diesel Emissions Service	605.06	605.06	100-130-0000-5406	Remove Filter For Cleaning/Repair BP Line
97016	10/19/2016	Franklin Truck Parts Inc.	249.20	233.82	100-130-0000-5222	Slack Adjuster Kit
				15.38	100-130-0000-5222	Freight
97017	10/19/2016	Frontier Communications	170.14	170.14	100-600-0000-5203	Hatch
97018	10/19/2016	Garda CI West Inc.	2.00	2.00	100-600-0000-5406	Courier Service - excess items
97019	10/19/2016	Harrington Industrial	1,334.85	303.00	100-150-0000-5221	SEATS P/N # 24K930 (PUMP & PRT DIAPH)
				658.85	100-150-0000-5221	CHECK BALLS P/N # 24K938 (PUMPS &PRT DIAPH)
				373.00	100-150-0000-5221	DIAPHRAGM P/N # 24K897 (PUMPS &PRT DIAPH)

Twentynine Palms Water District

Check Date Range: 10/1/2016 thru 10/31/2016

97020	10/19/2016	Hemet Valley Tool & Supply	23.11	23.11	100-130-0000-5222	Chop Saw Needle Bearing
97021	10/19/2016	Home Depot Credit Services	2,089.32	1,681.08	100-130-0000-5220	Tool Box (For the New Trucks)
				408.24	100-150-0000-5220	40LB Solar Salt
97022	10/19/2016	Anita Horn	191.16	191.16	100-610-0000-5330	Mileage/CSDA Conference
97023	10/19/2016	Ingersoll Rand Company/Industrial Technologies	351.39	182.39	100-150-0000-5221	Part# 89265052 BELT DRIVE POLY-V 1460PK
				169.00	100-150-0000-5221	Part# 54749114 SPRING, GAS
97024	10/19/2016	Kennedy/Jenks Consultants	2,028.75	2,028.75	100-600-0000-5412	Professional Services
97025	10/19/2016	Konica Minolta Premier	474.74	155.97	100-150-0000-5223	10/01/2016 - 10/31/2016
				318.77	100-600-0000-5223	10/01/2016 - 10/31/2016
97026	10/19/2016	Mcmaster-Carr Supply Co.	112.75	112.75	100-150-0000-5220	Air Filter
97027	10/19/2016	Napa Auto Parts	225.62	13.50	100-130-0000-5222	ATC-5 FUSE PAC of 25
				11.30	100-130-0000-5222	Wheel Seal
				24.02	100-130-0000-5222	White Spray Paint (Shop Supplies)
				23.44	100-130-0000-5222	Hose Clamp (Shop Supplies)
				34.54	100-130-0000-5222	Cut Off Wheel (Shop Supplies)
				118.82	100-130-0000-5222	Napa Battery
				18.00	100-130-0000-5222	Core Deposit
				(18.00)	100-130-0000-5222	Core Deposit CR
97028	10/19/2016	Palm Springs Motors Inc.	740.19	673.08	100-130-0000-5222	Part#2L3Z*15043B13*AA MODULE
				67.11	100-130-0000-5222	Tailgate Protector
97029	10/19/2016	Prudential Overall Supply	523.23	52.53	100-130-0000-5253	Uniforms
				253.61	100-130-0000-5253	Uniforms
				161.69	100-130-0000-5253	Uniforms
				55.40	100-130-0000-5253	Uniforms
97030	10/19/2016	Rdo Trust #80-5800	175.64	83.19	100-130-0000-5222	Mirror/Mount
				92.45	100-130-0000-5222	Fuel Filter
97031	10/19/2016	Regional Government Services	4,039.00	4,039.00	100-600-0000-5406	Contract Services
97032	10/19/2016	S.C.E.	9,557.23	1,574.44	100-110-0000-5201	Well 1
				2,802.19	100-110-0000-5201	Well 14
				1,501.82	100-110-0000-5201	Well 16
				2,916.40	100-120-0000-5201	Booster TP-1 Cactus
				762.38	100-120-0000-5201	Booster Two Mile

Twentynine Palms Water District

Check Date Range: 10/1/2016 thru 10/31/2016

97033	10/19/2016	San Bernardino County	4.00	4.00	100-130-0000-5301	parcel map revisions
97034	10/19/2016	San Bernardino County Assessor	11.75	11.75	100-600-0000-5406	PIMS
97035	10/19/2016	Sargent Communications Inc.	2,702.21	2,702.21	100-875-0000-6001	Security Camera system (Computer/Technology)
97036	10/19/2016	Shoplet.Com	190.40	190.40	100-600-0000-5301	copy paper/batteries/labels/calendars/folders
97037	10/19/2016	Susan L. Simmons	575.00	575.00	100-600-0000-5406	Janitorial Services
97038	10/19/2016	TelePacific Communications	621.66	621.66	100-600-0000-5203	Hatch
97039	10/19/2016	The Pun Group	7,800.00	7,800.00	100-600-0000-5402	Professional Services
97040	10/19/2016	Business Class Time Warner Cable	129.99	129.99	100-150-0000-5203	Plant
97041	10/19/2016	Usa Blue Book	72.76	72.76	100-130-0000-5220	Eliminator 26 Earmuffs
			Total	\$185,567.26		

Twentynine Palms Water District

Audit List of Items Paid (Fire Fund)

Check Date Range: 10/1/2016 thru 10/31/2016

Ck No	Ck Date	Payable To	Ck Amt	Ck Detail	GL Acct No	Description
7162	10/5/2016	Acwa Joint Powers Insurance Authority	1,540.35	1,540.35	200-000-0000-2100	Health Benefits - Chief
			Total	\$1,540.35		

5

5.1

TWENTYNINE PALMS WATER DISTRICT

72401 Hatch Road/P. O. Box 1735

Twentynine Palms, CA 92277-1000

PHONE (760) 367-7546 FAX (760) 367-6612

TO: Board of Directors
FROM: Mike Minatrea, Operations Superintendent
DATE: November 9, 2016
SUBJECT: Management Report

A. The Operations and Maintenance Department performed the following tasks during the month of October 2016:

1. Responded to 16 Underground Service Alerts
2. Responded to and repaired
 - a. 0 water main leaks
 - b. 2 water meter leaks
 - c. 2 service line leaks
 - d. 1 fire hydrant repair/maintenance
3. Installed 0 new services
4. Replaced 7 customer gate valves
5. Performed 7 leak audits
6. Painted 0 fire hydrants
7. Performed 3 customer pressure checks
8. Replaced 21 water meters
9. Tested and exercised emergency generators
10. Sounded wells for October
11. 3 water waste complaints reported

B. The following customer service tasks were performed:

1. 122 work orders were generated from reading meters
2. 38 work orders were generated from billing variance list
3. 326 work orders were generated for turn on or turn off
4. 321 termination notices were distributed
5. 44 non-pay turn offs were performed
6. 73 extensions were granted
7. 15 extensions were shut off for non-payment
8. 7 payment schedule has been granted
9. 0 payment schedules failed, total outstanding \$0
10. 20 customer requests and 5 complaints were logged and investigated

C. Valve and Hydrant Maintenance Update

	Valves Exercised (Began 06/16)	Dead Ends Flushed (Began 7/16)
Current Month	81	25
Year to Date	*1,767	314

*Triennial cycle

TWENTYNINE PALMS WATER DISTRICT
OCTOBER WATER QUALITY AND ENGINEERING REPORT

1. **ENGINEERING**

A. No items to report.

2. **WATER QUALITY**

A. **Chlorine Levels:** Average levels maintained in the storage and distribution system ranged from a low of 0.06 mg/L to a high of 0.24 mg/L. Chlorination point (the point where chlorine is introduced into the distribution system) averages ranged from 0.22 mg/L to 0.50 mg/L.

B. **Bacteria Samples:** A total of 48 routine bacteria samples were collected at test points for the storage and distribution system during this past month. In addition 7 special bacteria samples were collected. All routine and special samples indicated ABSENT for Colilert.

C. **Fluoride Samples:** A total of 16 fluoride samples were collected at established test points for the storage and distribution system, and 8 fluoride samples were taken from potable water production wells. Fluoride levels in the distribution system ranged from a low of 0.74 mg/L to a high of 2.4 mg/L. Fluoride measurements collected at the wells ranged from a low of 0.33 to a high of 2.3 mg/L.

D. **General Physical:** A total of 13 general physical samples were collected from established locations as a part of routine testing requirements. Levels reported for color are <3, 1 for threshold odor and <0.1 - 0.3 for turbidity.

TWENTYNINE PALMS WATER DISTRICT
Water Production Report
FY 2016/2017

Groundwater Source													
	Mesquite Springs Basin	Fortynine Palms Basin	Eastern Basin	Indian Cove Basin	Total Produced	Total Prior Yr	%Increase (Decrease) prior year	%Increase (Decrease) from 2013	New Service	Active Account	Prior Year	%Increase (Decrease)	Main Leaks
July	102.055	98.483	38.624	42.803	281.965	249.190	13.15%	-9.10%	0				0
August	122.969	83.600	31.708	37.009	275.286	250.936	9.90%	-14.5	1	7,703	7,479	3.00%	0
Sept.	104.147	81.688	26.380	29.339	241.554	212.452	15.20%	-1%	0				0
October	103.117	66.705	20.659	23.842	214.323	186.181	15.11%	-0.80%	0	7,610	7,500	1.46%	0
Nov.													
Dec.													
Jan.													
Feb.													
March													
April													
May													
June													
Totals	432.288	330.476	117.371	132.993	1013.128	898.759	12.73%		1				0

Production Totals Expressed in Acre Feet

NOTE: Year to Date Mesquite Springs Basin regeneration production of acre feet = treatment loss.

Total Meters in District = 8,079

5.2

TWENTYNINE PALMS WATER DEPARTMENT

FINANCIAL REPORT

For The Month Of

September 2016

***PRELIMINARY -SUBJECT TO YEAR-END
AND AUDIT ADJUSTMENTS***

**TWENTYNINE PALMS WATER DEPARTMENT
STATEMENT OF INVESTMENTS AND RESERVES
September 2016
(Unaudited)**

<u>Operating Funds & Internal Reserves:</u>	<u>Prior Balance</u>	<u>Deposits</u>	<u>Disbursements</u>	<u>Current Balance</u>	<u>Market</u>
Operating Funds - LAIF	\$ 2,781,738		\$ (250,000)	\$ 2,531,738	\$ 2,532,513
Election Fund Reserve - LAIF	20,925			20,925	20,931
Internal Operating Reserve - LAIF	164,677			164,677	164,727
Internal Debt Retirement Reserve - LAIF	-			-	-
Capital Funds for Primary Infrastructure - LAIF	49,147			49,147	49,162
Capital Funds for Secondary Infrastructure - LAIF	43,242			43,242	43,255
Operating Funds - CalTrust	-	1,000,000		1,000,000	1,000,000
Total Investments	\$ 3,059,729	\$ -	\$ (250,000)	\$ 3,809,729	\$ 3,810,589

CERTIFICATION

I certify that (1) all investment actions executed since the last report have been made in full compliance with the District's Investment Policy and, (2) the District will meet its expenditure obligations for the next six months as required by California Government Code Sections 53646(b)(2) and (3), respectively.

Cindy Byerrum, CPA
Contract CPA

*** Market values are adjusted on this report on a quarterly basis and recorded in the District's financials statements at the end of the fiscal year*

**Twentynine Palms Water Department
Statement of Revenues and Expenses
For the Period Ending September 30, 2016
(Unaudited)**

	September 2016	August 2016	YTD	Budget	YTD 25% Budget	Prior YTD
1 Operating Revenues	\$ 361,202	\$ 399,287	\$ 1,130,725	\$ 3,799,900	30%	\$ 990,111
2 Non-Operating Revenues	50,190	53,126	152,754	663,400	23%	174,325
Total Revenue Available to Fund Operations & Capital/R&R	411,392	452,413	1,283,479	4,463,300	29%	1,164,436
4 Operating Expenses	259,474	345,224	847,670	3,235,304	26%	757,399
5 Non-Operating Expenses	14,788	14,776	44,339	177,309	25%	40,582
Net Revenues Available to Fund Capital Related Expenditures	137,130	92,413	391,470	1,050,687	37%	366,455
7 District Projects	-	(31,827)	(32,195)	(280,000)	11%	(151,206)
8 CIP Projects	-	-	-	-	0%	-
9 Repairs & Replacement	(2,500)	(12,166)	(39,288)	(605,000)	6%	(6,549)
10 Capital Outlay	(6,381)	(15,470)	(21,851)	(180,000)	12%	(5,362)
11 Transfers in from Special Revenue Fund (SRF)	5,311	5,311	15,932	77,400	21%	14,650
12 Transfers in from SRF for Election	-	-	-	-	0%	-
13 Debt Financing	-	-	-	-	0%	-
14 Net Income (Loss)	\$ 133,560	\$ 38,261	\$ 314,069	\$ 63,087	498%	\$ 217,988

Twentynine Palms Water Department
Detail Statement of Revenues and Expenses
For the Period Ending September 30, 2016
(Unaudited)

	September 2016	August 2016	YTD	Budget	YTD 25% Budget	Prior YTD
1 Operating Revenues						
2 Water Sales	\$ 261,904	\$ 296,153	\$ 830,200	\$ 2,529,800	33%	\$ 662,483
3 RTS	88,464	89,562	267,695	1,161,200	23%	296,479
4 Other Operating Revenue	10,834	13,572	32,831	108,900	30%	31,149
5 Total Operating Revenues	361,202	399,287	1,130,725	3,799,900	30%	990,111
6 Non-Operating Revenues						
7 Capital Impact Fees	-	650	650	4,000	16%	2,600
8 Water Availability Assessment	49,258	49,258	147,775	591,100	25%	147,775
9 Interest Revenue	-	-	-	37,500	0%	-
10 Other Penalties	-	-	-	22,600	0%	-
11 Reimbursed Expenses	678	2,716	3,400	4,600	74%	16,115
12 Other Non-Operating Revenue	253	502	929	3,600	26%	7,835
13 Total Non-Operating Revenues	50,190	53,126	152,754	663,400	23%	174,325
14 Total Revenues	411,392	452,413	1,283,479	4,463,300	29%	1,164,436
15 Operating Expenditures						
16 Source of Supply						
17 Labor & Benefits	1,068	1,280	4,031	7,800	52%	2,498
18 Direct Expenses	24,426	24,432	70,643	292,670	24%	66,395
19 Total Source of Supply	25,494	25,712	74,674	300,470	25%	68,894
20 Pumping						
21 Labor & Benefits	(114)	95	236	100	236%	-
22 Direct Expenses	7,896	7,184	23,355	109,100	21%	27,199
23 Total Pumping	7,782	7,279	23,591	109,200	22%	27,199
24 Transmission & Distribution						
25 Labor & Benefits	50,647	55,808	161,597	600,320	27%	102,380
26 Direct Expenses	19,130	24,269	56,584	294,800	19%	58,605
27 Total Transmission & Distribution	69,777	80,077	218,180	895,120	24%	160,985
28 Treatment Wells						
29 Labor & Benefits	2,812	4,032	9,623	41,000	23%	9,309
30 Direct Expenses	3,123	2,611	7,633	29,349	26%	6,269
31 Total Treatment Wells	5,934	6,643	17,256	70,349	25%	15,579
32 Treatment Facility						
33 Labor & Benefits	3,969	25,647	39,594	161,900	24%	43,872
34 Direct Expenses	28,789	26,747	93,835	382,865	25%	114,481
35 Total Treatment Facility	32,758	52,394	133,429	544,765	24%	158,353
36 Customer Accounts						
37 Labor & Benefits	13,178	17,041	40,461	132,800	30%	34,798
38 Direct Expenses	189	7,038	7,683	33,400	23%	7,257
39 Total Customer Accounts	13,368	24,079	48,144	166,200	29%	42,055
40 General Administration						
41 Outside Services	36,150	36,332	92,754	290,200	32%	64,803
42 Direct Expenses	21,212	17,708	54,583	190,300	29%	32,881
43 Fire Department Reimbursements	-	-	-	-	0%	(13,740)
44 Total General Admin.	57,363	54,040	147,338	480,500	31%	83,944
45 Employee Salaries						
46 Direct Labor	81,369	150,716	314,033	1,053,100	30%	252,733
47 Less Transfer to Operations	60,772	98,266	230,524	785,400	29%	169,711

Twentynine Palms Water Department
Detail Statement of Revenues and Expenses
For the Period Ending September 30, 2016
(Unaudited)

	September 2016	August 2016	YTD	Budget	YTD 25% Budget	Prior YTD
48 Total General & Admin. Salaries	20,597	52,450	83,509	267,700	31%	83,023
49 Employee Benefits						
49 Health Benefits	5,041	4,334	15,450	72,700	21%	22,095
50 Payroll Taxes	8,840	16,985	35,227	156,200	23%	56,668
51 Retirement Expenses	12,108	16,466	44,862	157,500	28%	36,066
52 Total Employee Benefits	25,989	37,785	95,538	386,400	25%	114,829
53 Board of Directors						
54 Directors' Fees	200	1,900	2,700	7,400	36%	1,150
55 Direct Expenses	212	2,867	3,311	7,200	46%	1,390
56 Total Board of Directors	412	4,767	6,011	14,600	41%	2,540
57 Total Operating Expenditures	259,474	345,224	847,670	3,235,304	26%	757,399
58 Non-Operating Expenditures						
59 Debt Service, Principle	-	-	-	-	0%	-
60 Debt Service, Interest	-	-	-	-	0%	-
61 Total Debt Service	-	-	-	-	0%	-
62 Unfunded PERS	6,740	6,728	20,196	80,738	25%	16,945
63 Unfunded OPEB Liability	8,048	8,048	24,143	96,571	25%	23,637
64 Total Non-Operating Expenditures	14,788	14,776	44,339	177,309	25%	40,582
65 Total Expenditures	274,262	360,000	892,009	3,412,613	26%	797,981
Net Revenues Available to Fund Capital						
66 Related Expenditures	137,130	92,413	391,470	1,050,687	37%	366,455
67 Carryover Projects	-	(31,827)	(32,195)	(280,000)	11%	(151,206)
68 Capital Improvement Projects	-	-	-	-	0%	-
69 Repair, Rehabilitation, & Maintenance	(2,500)	(12,166)	(39,288)	(605,000)	6%	(6,549)
70 Capital Outlay	(6,381)	(15,470)	(21,851)	(180,000)	12%	(5,362)
71 Transfer To CalPERS	-	-	-	-	0%	-
72 Transfer From Special Revenue	5,311	5,311	15,932	77,400	21%	14,650
73 Transfers in from SRF for Election	-	-	-	-	0%	-
74 Debt Retirement	-	-	-	-	0%	-
75 Increase (Decrease) In Fund Balance	\$ 133,560	\$ 38,261	\$ 314,069	\$ 63,087	498%	\$ 217,988

**Twentynine Palms Water Department
Special Revenue Fund
For the Period Ending September 30, 2016
(Unaudited)**

	<u>September 2016</u>	<u>August 2016</u>	<u>YTD</u>	<u>Budget</u>	<u>YTD 25% Budget</u>	<u>Prior YTD</u>
1 Tower Revenues	\$ 8,644	\$ 8,644	\$ 25,932	\$ 117,400	22%	\$ 29,300
2 Less Transfers Out to Fire	\$ -	\$ -	\$ -	\$ -	N/A	\$ (14,650)
3 Less Transfers Out To Water	\$ (5,311)	\$ (5,311)	\$ (15,932)	\$ (77,400)	21%	\$ (14,650)
4 Transfer to PARS Trust	\$ (3,333)	\$ (3,333)	\$ (10,000)	\$ (40,000)	25%	\$ -
Ending Balance To Retain In LAIF	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>

Twentynine Palms Water Department
Carryover CIP/Current CIP and R&M/Capital Outlay
For the Period Ending September 30, 2016
(Unaudited)

Carryover Capital Approved in Previous Years	Budget FY 16/17	Current Year Expenditures	Remaining Budget / (Over Budget)
District Projects			
1 USGS Study	150,000		150,000
2 Hazard Mitigation Plan	30,000		30,000
3 Treatment Plant Pond 3	-	32,195	(32,195)
4 Salt Nutrient Monitoring Wells	100,000		100,000
5 Total Carryover Capital Approved in Previous Years	280,000	32,195	247,805
Repairs, Rehabilitation, & Maintenance			
6 Plant 6 Electrical and Well Upgrade	250,000		250,000
8 Emergency Repairs, Unspecified	50,000	10,844	39,156
9 Repiping/Distribution System Upgrades	50,000	12,166	37,834
10 Reservoir Recoating and/or Cathodic Protection	175,000		175,000
11 Reservoir or Pipeline Replacement	-		-
12 Fuel Tank Upgrade	-		-
13 Administrative Office Roof Repair	30,000		30,000
14 Booster Station Upgrade	-		-
15 Administrative Office Asphalt Seal Coat	20,000		20,000
16 Well Rehabilitation	-		-
17 Fluoride Plant Instrumentation\Coating	30,000	16,277	13,723
18 Total Repairs & Maintenance	605,000	39,288	565,712
Capital Outlay			
19 Vehicle Replacements	50,000		50,000
21 Computer/Technology Replacements	40,000	6,381	33,619
22 GIS	50,000	15,470	34,530
23 Fencing Upgrade	15,000		15,000
24 One-Time Existing Conditions Sampling Event	25,000		25,000
25 Telephone Purchase	-		-
26 Total Capital Outlay	180,000	21,851	158,149
27 TOTAL	\$ 1,065,000	\$ 93,334	\$ 971,666

5.3

**NO
MATERIAL
PROVIDED**