



BOARD PACKAGE

March 2, 2022

Regular Board Meeting – 6:00 p.m.

REGULAR BOARD MEETING AGENDA

March 2, 2022 – 6:00 P.M.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Via Conference Call (see below)

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF AB361, WHICH EFFECTIVE OCTOBER 1, 2021, MODIFIED CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT WITH RESPECT TO REMOTE TELECONFERENCE BOARD MEETINGS DURING PERIODS OF STATE-DECLARED EMERGENCIES.

The Phelan Pinon Hills Community Services District is continuing to hold Board meetings to conduct essential District business. Pursuant to AB361, members of the Board may attend the meeting via teleconference or video conference and will participate in the meeting to the same extent as if they were present. Members of the public may watch and participate electronically in the meetings via Zoom or telephone conference. Guidelines from the County of San Bernardino allow for in-person attendance.

REMOTE PARTICIPATION INFORMATION:

Dial-in

1-253-215-8782
Meeting ID: 821 4361 1666
Passcode: 678651

Zoom

<https://us06web.zoom.us/j/82143611666?pwd=cDJsbn4zaFh4YlNGbVhvU0hWRUhlZz09>
Meeting ID: 821 4361 1666
Passcode: 678651

One-Tap Mobile

+17207072699,,82143611666#

Remote Comment Procedure:

- You will be muted until you are called on during the public comment period.
- You will be recognized by the last 4 digits of your phone number or Zoom ID and asked if you have a comment.
 - If you do not have a comment, state “no comment.”
 - If you do have a comment, please state your name, where you live, and limit your comment to 5 minutes. After 5 minutes you may be muted so that others can comment.
- You may also email your public comment to the Board Secretary at kward@pphcsd.org by 6:00 p.m. on March 2, 2022. Your comment will be added to the record by the Board Secretary.

Please check the District website for updates on this meeting. We encourage you to sign up for our email notifications by emailing kward@pphcsd.org or by visiting our website and completing the signup form at www.pphcsd.org under the “Agendas and Minutes” tab.



Mission Statement:

The Mission of the Phelan Piñon Hills Community Services District is to efficiently provide authorized services and maximize resources for the benefit of the community.

Authorized Services:

- Water
- Parks & Recreation
- Street Lighting
- Solid Waste & Recycling

REGULAR BOARD MEETING – 6:00 P.M.

Call to Order – Pledge of Allegiance

Roll Call1) **Approval of Agenda**

2) **Public Comment** – Under this item, any member of the public wishing to directly address the Board on any item of interest that may or may not be within the subject matter jurisdiction of the Board, but not listed on the agenda, may do so at this time. However, the Board is prohibited by law from taking any action on any item not appearing on the agenda unless the action is otherwise authorized by the Brown Act. Any member of the public wishing to directly address the Board on any item listed on the agenda may do so when the item is being considered by the Board. *If you wish to address the Board, please do so by the method listed on the first page of this agenda.* Speakers are requested to be brief in their remarks. The Chair may limit each speaker to a comment period of five (5) minutes.

a) **General Public**b) **Community Reports**

- C.E.R.T.
- County Supervisor
- Fire
- Mojave Water Agency
- School District
- Sheriff

3) **Consent Items**

- a) Approval of Board Minutes
- b) Approval of Board Stipends/Reimbursements
- c) Approval of Contractor Payments
- d) Acceptance of January Disbursements
- e) Adoption of Resolution No. 2022-08; Authorizing Remote Teleconference Meetings for the Period of March 6, 2022, to April 5, 2022

4) **Matters Removed from Consent Items**5) **Presentations/Appointments**6) **Continued/New Agenda Items**

- a) Discussion & Possible Adoption of Resolution No. 2022-09; Establishing a Conflict of Interest Code
- b) Discussion & Possible Action Regarding Temporary Facility Use Agreement with Asplundh Construction for APN 3066-26-110
- c) Update on the Proposed Civic Center & Phelan Park Expansion Projects
- d) Update on the Status of Negotiations for the Consolidation of Sheep Creek Mutual Water Company into the District

7) **Committee Reports/Comments**

- a) Antelope Valley Adjudication Committee (Ad Hoc)
- b) Engineering Committee (Standing)
- c) Finance Committee (Standing)
- d) Legislative Committee (Standing)
- e) Parks, Recreation & Street Lighting Committee (Standing)
- f) Waste & Recycling Committee (Standing)

8) **Staff and General Manager's Report**

9) Reports

- a) Director's Report
- b) President's Report

10) Correspondence/Information**11) Review of Action Items**

- a) Prior Meeting Action Items
- b) Current Meeting Action Items

12) Set Agenda for Next Meeting

- Regular Board Meeting – March 16, 2022

13) Adjournment

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is sought in order to participate in the above-agendized public meeting should be directed to the District's General Manager at (760) 868-1212 at least 24 hours prior to said meeting.

Agenda materials can be viewed online at <http://www.pphcsd.org>

Agenda Item 3a

Approval of Board Minutes

REGULAR BOARD MEETING MINUTES

February 16, 2022
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Rebecca Kujawa, President
Deborah Philips, Vice President
Kathy Hoffman, Director
Charlie Johnson, Director (Zoom)
Mark Roberts, Director

Board Members Absent: None

Staff Present: Don Bartz, General Manager
George Cardenas, Engineering Manager
Kim Ward, HR Manager/Executive Secretary
Sean Wright, Water Operations Manager
Jennifer Oakes, Executive Management Analyst

District Counsel: Steve Kennedy, General Counsel (Zoom)

Public: Cheryl Rhoden

Call to Order

President Kujawa called the meeting to order at 6:00 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Directors were present at roll call.

1) **Approval of Agenda**

Director Hoffman moved to approve the Agenda. Vice President Philips seconded the motion. Motion carried 5-0.

2) **Public Comment**

a) **General Public**

Cheryl Rhoden stated she will have comments on Item 5 and Item 6e.

b) **Community Reports**

- **County Fire** – Steve Tracy, Battalion Chief, reported that calls have been slow. Over the next few months they will be out in the community doing wildland training and community risk assessments.

3) Consent Items

Vice President Philips moved to approve the Consent Items. Director Roberts seconded the motion. Motion carried 5-0.

4) Matters Removed from Consent Items

None

5) Presentations/Appointments

A presentation was given by Chris Collier, Rincon Strategies, regarding the Community Survey Results.

NOTE: The presentation is available on the District's website.

6) Continued/New Agenda Items**a) Discussion & Possible Adoption of Resolution No. 2022-06; Establishing a Cash Handling Policy**

Staff Recommendation: For the Board to adopt Resolution No. 2022-06; Establishing a Cash Handling Policy.

Mr. Bartz presented this item.

Director Johnson moved to approve the staff recommendation. Vice President Philips seconded the motion. Motion carried 5-0.

b) Discussion & Possible Action Regarding the 2021/2022 Reserves Schedule

Staff Recommendation: For the Board to approve the 2021/2022 Reserves Schedule in compliance with Resolution No. 2020-02; Reserves Policy.

Mr. Bartz presented this item.

Director Hoffman moved to approve the staff recommendation. Director Johnson seconded the motion. Motion carried 5-0.

c) Discussion & Possible Action Regarding Unclaimed Funds

Staff Recommendation: For the Board to authorize the publication of a notice of unclaimed funds and to transfer any unclaimed funds by the expiration date listed in the notice from the unclaimed liability account to the District's general fund whereby they will become property of the District.

Ms. Ward presented this item.

Director Johnson moved to approve the staff recommendation. Vice President Philips seconded the motion. Motion carried 5-0.

d) Discussion & Possible Adoption of Resolution No. 2022-07; Authorizing Submittal of a Notification of Intent to Comply to the Department of Resources Recycling & Recovery

Staff Recommendation: For the Board to adopt Resolution No. 2022-07; Authorizing Submittal of a Notification of Intent to Comply to the Department of Resources Recycling and Recovery.

Ms. Ward presented this item.

Vice President Philips moved to approve the staff recommendation. Director Hoffman seconded the motion. Motion carried 5-0.

e) **Discussion & Possible Action Regarding District Committee Minutes & Reports**

Staff Recommendation: For the Board to continue to allow staff to utilize action minutes for District Committee minutes.

Ms. Ward presented this item.

Director Johnson moved to approve the staff recommendation. Director Hoffman seconded the motion. Motion carried 5-0.

f) **Update on the Proposed Civic Center & Phelan Park Expansion Projects**

Staff Recommendation: None

Mr. Cardenas reported that the District is currently working on easements related to the civic center project. The CEQA draft has been turned in to the county for comments. The final grading plan submittal is due at the end of the week. The park expansion project is moving forward with the CUP submittal. KTUA will be the lead on this and is working with sub-consultants. A meeting with the consultants will take place this week.

No action taken; not an action item.

g) **Update on the Status of Negotiations for the Consolidation of Sheep Creek Mutual Water Company into the District**

Staff Recommendation: None

Mr. Bartz reported that staff is putting together information for the public. Approximately \$12 million has been proposed in grants for system repairs/upgrades. The state-hired attorney is working on the water rights question. A decision is expected in approximately 3-4 months.

No action taken; not an action item.

7) **Committee Reports/Comments**

- a) **Antelope Valley Adjudication Committee (Ad Hoc)** – None.
- b) **Engineering Committee (Standing)** – Minutes are included in the packet. He noted the pipeline breaks and meter exchange program.
- c) **Finance Committee (Standing)** – Nothing new.
- d) **Legislative Committee (Standing)** – Meets tomorrow.
- e) **Parks, Recreation & Street Lighting Committee (Standing)** – Nothing new.

- f) **Waste & Recycling Committee (Standing)** – Nothing new.
- 8) **Staff and General Manager’s Report**
Nothing further to report.
- 9) **Reports**
- a) **Director’s Report**
Hoffman – Nothing further to report.
Philips – Nothing further to report.
Roberts – Nothing further to report.
Johnson – Nothing further to report.
- b) **President’s Report** – Noted ASBCSD meeting report is in the packet.
- 10) **Correspondence/Information** – The items in the packet were noted. A Tire Day will take place in April.
- 11) **Review of Action Items**
- a) **Prior Meeting Action Items**
- None
- b) **Current Meeting Action Items**
- None
- 12) **Set Agenda for Next Meeting**
- **Special Board Workshop** – February 23, 2022
 - **Regular Board Meeting** – March 2, 2022
- 13) **Recess to Closed Session**
With no further business before the Board, the Board recessed to closed session at 7:14 p.m.
- Closed Session:** Conference with Legal Counsel
Significant Exposure to Litigation
Pursuant to Government Code Section 54956.9(d)(2)
Three Potential Cases
- 14) **Return to Open Session** – Announcement of Reportable Action
The Board returned to open session at 7:48 p.m. The three claims presented to the Board were rejected unanimously and the Board authorized legal counsel to send a notice of rejection to each claimant.
- 15) **Adjournment**
With no further business before the Board, the meeting was adjourned at 7:49 p.m.

Agenda materials can be viewed online at <https://www.pphcsd.org>

Rebecca Kujawa, President of the Board

Date

Kim Ward, HR Manager/Executive Secretary

Date



Agenda Item 3b

Approval of Board
Stipends/Reimbursements

Phelan Piñon Hills Community Services District BOARD STIPEND & EXPENSE VOUCHER/REPORT

2022		AB1234 Compliant							Report of items paid for with District Credit Card***		
Name: Charlie Johnson		*MAXIMUM PAID @ \$120 PER MEETING DAY AND LIMITED TO 10 MEETINGS PER MONTH									
Reimbursed @ 0.585		REIMBURSEMENT REQUESTED						CREDIT CARD EXPENSES			
Date of mtg. or event	A	Expense Description / Business Purpose	*Meeting (\$120 or N/C)	Miles	Mileage**	Meals	Lodging	Other	Meals	Lodging	Other
02/02/22		Regular Board Meeting	120.00	13.80	8.07						
02/03/22		MWA TAC Meeting	120.00	0.00	-						
02/16/22		Regular Board Meeting	120.00	13.80	8.07						
02/18/22		Meeting with GM Bartz re: Finances	120.00	14.00	8.19						
02/23/22		Board Meeting Budget Workshop	120.00	13.80	8.07						
					-						
					-						
					-						
					-						
					-						
					-						
					-						
					-						
					-						
					-						
Totals			600.00	55.40	32.41	-	-	-	-	-	-

A: Board Approved? (section 2.4)		Totals:			Date		
<div style="border: 1px solid black; padding: 5px; background-color: yellow;"> I certify the expenses listed above are related to my authorized travel according to the Phelan Piñon Hills Community Services District Policies. </div> <p style="text-align: center;"><i>Board member's signature below</i></p> <p style="text-align: center;"> </p> <p style="text-align: center;">_____ Signature</p>		Acct #		Meetings	600.00	Payroll	
				Mileage	32.41	Board Mtg	
				Meals	-		
				Lodging	-		
				Other	-		
Grand Total			632.41			Meals	-
						Lodging	-
						Other	-
							-

**Mileage is automatically calculated based on the number of miles entered.

***Credit card receipts must be turned in to the office within 24 hours of the charge or return to the District.

Agenda Item 3c

Approval of Contractor
Payments

Date: 02/22/2022

Name of Vendor: KTUA

Description of work: Phelan Community Park Project

Purchase Order # PO-04200

Date of Board Approval August 12, 2020

Original Approved Amount: \$ 287,925.00

Amount Approved C/O #1

Amount Approved C/O #2

Total Contract Amount \$ 287,925.00

% Completed to Date 86%

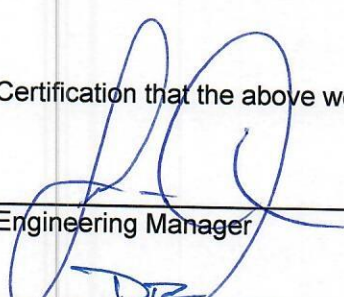
Total Invoiced to Date \$ 247,287.50

Amount Paid to Date 235,636.25


Total Due this Invoice \$11,651.25

Total Contract Amount After Invoice: \$ 40,637.50

Certification that the above work is completed as reflected on the invoice.


Engineering Manager

2/22/22
Date


General Manager

2/22/22
Date

Approved by Board of Directors:

Date



3916 Normal Street
 San Diego, CA 92103
 619.294.4477
www.ktua.com
 PLA 2342 • 2386 • 2500

George Cardenas
 Phelan Pinon Hills Community Services District
 Mr. George Cardenas
 4176 Warbler Road
 Phelan, CA 92371

February 09, 2022
 Project No: 020-023.02
 Invoice No: 33650

Project 020-023.02 Phelan Park - Phase 1A/2A 1B/2B

For professional services for the period January 1, 2022 to January 31, 2022
Fee Charges

Description	Contract Amount	% Work To Date	Amount Billed	Previous Billed	This Inv Billed
Park Site - Kick Off Meeting					
KTUA	1,200.00	100.00	1,200.00	1,200.00	0.00
TRLS	810.00	100.00	810.00	810.00	0.00
Total Park Site - Kick Off Meeting	2,010.00		2,010.00	2,010.00	0.00
Group 1A- Community Meeting 1 & 2					
KTUA	7,720.00	100.00	7,720.00	7,720.00	0.00
TRLS	900.00	100.00	900.00	900.00	0.00
Total Group 1A- Community Meeting 1 & 2	8,620.00		8,620.00	8,620.00	0.00
Group 1A - Stakeholders Meeting					
KTUA	4,665.00	100.00	4,665.00	4,665.00	0.00
Total Group 1A - Stakeholders Meeting	4,665.00		4,665.00	4,665.00	0.00
Group 1A - Final Programming					
KTUA	2,345.00	100.00	2,345.00	2,345.00	0.00
TRLS	1,170.00	100.00	1,170.00	1,170.00	0.00
ARC	600.00	100.00	600.00	600.00	0.00
Total Group 1A - Final Programming	4,115.00		4,115.00	4,115.00	0.00
Group 1A - CUP Package Draft					
KTUA	2,830.00	100.00	2,830.00	2,830.00	0.00
TRLS	4,050.00	100.00	4,050.00	4,050.00	0.00
EDI	2,520.00	100.00	2,520.00	2,520.00	0.00

ARC	2,400.00	100.00	2,400.00	2,400.00	0.00
Total Group 1A - CUP Package Draft	11,800.00		11,800.00	11,800.00	0.00
Group 1A - Draft Schematic Park Site (15%)					
KTUA	48,890.00	100.00	48,890.00	48,890.00	0.00
TRLS	37,350.00	100.00	37,350.00	37,350.00	0.00
EDI	8,100.00	100.00	8,100.00	8,100.00	0.00
ARC	7,200.00	100.00	7,200.00	7,200.00	0.00
Total Group 1A - Draft Schematic Park Site (15%)	101,540.00		101,540.00	101,540.00	0.00
Group 1A - Expense					
KTUA	600.00	0.00	0.00	0.00	0.00
TRLS	200.00	0.00	0.00	0.00	0.00
EDI	200.00	0.00	0.00	0.00	0.00
Total Group 1A - Expense	1,000.00		0.00	0.00	0.00
Group 2A - Refined Site Plan Park Site					
KTUA	3,645.00	100.00	3,645.00	3,645.00	0.00
Total Group 2A - Refined Site Plan Park Site	3,645.00		3,645.00	3,645.00	0.00
Group 2A - Community Meetings 3 & 4					
KTUA	6,180.00	100.00	6,180.00	6,180.00	0.00
Total Group 2A - Community Meetings 3 & 4	6,180.00		6,180.00	6,180.00	0.00
Group 2A - CUP Package					
KTUA	13,760.00	100.00	13,760.00	13,760.00	0.00
TRLS	2,340.00	100.00	2,340.00	2,340.00	0.00
EDI	930.00	100.00	930.00	930.00	0.00
Total Group 2A - CUP Package	17,030.00		17,030.00	17,030.00	0.00
Group 2A - Final Schematic Plan Park Site (35%)					
KTUA	32,105.00	50.00	16,052.50	11,236.75	4,815.75
TRLS	25,830.00	50.00	12,915.00	9,040.50	3,874.50
EDI	10,740.00	50.00	5,370.00	3,759.00	1,611.00
ARC	9,000.00	50.00	4,500.00	3,150.00	1,350.00
Total Group 2A - Final Schematic Plan Park Site (35%)	77,675.00		38,837.50	27,186.25	11,651.25

Group 1A/2A - Expense

KTUA	600.00	0.00	0.00	0.00	0.00
TRLS	200.00	0.00	0.00	0.00	0.00
Total Group 1A/2A - Expense	800.00		0.00	0.00	0.00

Group 1B - Draft Schematic for Civic Site (15%)

KTUA	23,935.00	100.00	23,935.00	23,935.00	0.00
Total Group 1B - Draft Schematic for Civic Site (15%)	23,935.00		23,935.00	23,935.00	0.00

Group 2B - Final Schematics for Civic Site (35%)

KTUA	24,910.00	100.00	24,910.00	24,910.00	0.00
Total Group 2B - Final Schematics for Civic Site (35%)	24,910.00		24,910.00	24,910.00	0.00

Total Fee	287,925.00		247,287.50	235,636.25	11,651.25
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Total Fixed Fee

11,651.25

Billing Limits

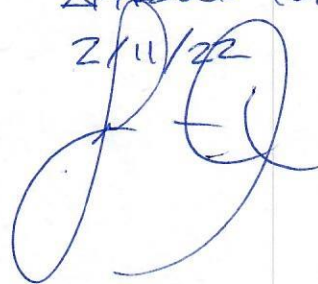
	Current	Prior	To-Date
Total Billings	11,651.25	235,636.25	247,287.50
Limit			287,925.00
Remaining			40,637.50

Total this Invoice

\$11,651.25

Billings to Date

	Current	Prior	Total	Received
Fee	11,651.25	235,636.25	247,287.50	
Totals	11,651.25	235,636.25	247,287.50	235,636.25

PO 4200
 APPROVED FOR PAYMENT
 2/11/22




PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
 P.O. Box 294049
 Phelan, CA 92329-4049
 (760) 868-1212

PURCHASE ORDER

PO Number: PO-04200

Date: 08/12/2020

Request #: PO-04200

Vendor #: KTUA

ISSUED TO: KTUA
 3916 Normal Street
 San Diego, CA 92103-

SHIP TO: Phelan Pinon Hills Community Services Distric
 4176 Warbler Road
 Phelan, CA 92371

ITEM	UNITS	DESCRIPTION	PROJECT	PRICE	GL ACCOUNT #	GL ACCOUNT NAM	AMOUNT
1		Phelan Community Park Project - KTUA Phase 1 - 15% level design and Phase 2 35% (CUP submittal) Design includes: Civic Center Plaza (Area "A") and Phelan Community Park (Area "B")\nPhase 1: Stakeholder meetings 15% Draft and Final Schematics Design, hardlines Phase 2: Community Workshops 35% Draft and Fianl Schematics Design, hardlines Prop. 68 Grant Application	C0078		22-2-0-17000	CIP - Parks & Rec	287,925.00

Requested By: George Cardenas

Date: 8/12/2020

SUBTOTAL:	287,925.00
TOTAL TAX:	0.00
SHIPPING:	0.00
TOTAL	287,925.00

PPHCSD (760) 868-1212 Fax (760) 868-2323

Date: 02/22/2022

Name of Vendor: Tom Dodson & Associates

Description of work: CEQA Services for Well 15 & 16

Purchase Order # PO-04735

Date of Board Approval September 8, 2021

Original Approved Amount: \$31,000.00

Total Contract Amount \$31,000.00

% Completed to Date 31%

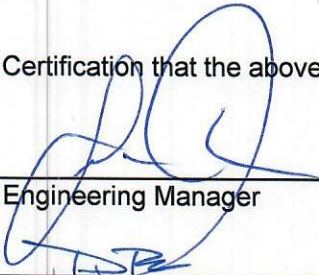
Total Invoiced to Date \$ 9,550.00

Amount Paid to Date 7,184.50

Total Due this Invoice \$2,365.50

Total Contract Amount After Invoice: \$ 21,450.00

Certification that the above work is completed as reflected on the invoice.



Engineering Manager 2/23/22
Date



General Manager 2/22/22
Date

Approved by Board of Directors: _____
Date

TOM DODSON & ASSOCIATES

PO Box 2307
 San Bernardino, CA 92406
 Tel: (909) 882-3612
 Email: tda@tdaenv.com



Invoice

DATE	INVOICE NO.
2/17/22	PPH-116-4

BILL TO

Phelan Pinon Hills CSD
 Attn: George Cardenas
 PO Box 294049
 Phelan, CA 92329

PROJECT TITLE			DUE DATE
CEQA for Technical Services for Proposed Wells 15 & 16 PO#4735			3/19/22
DESCRIPTION	HOURS	RATE	AMOUNT
Env. Specialist II			
1/5 - CEQA support	1	105.00	105.00
2/2 - CEQA support	1	105.00	105.00
2/9 - CEQA support	3.5	105.00	367.50
2/10 - CEQA support	3	105.00	315.00
2/15 - CEQA support	0.5	105.00	52.50
Subconsultant Jan: JACOBS - BRR		1,420.50	1,420.50
SUMMARY AS OF FEB 15, 2022 (PPH-116) Contract Amount \$33,530.00 Previously Invoiced \$7,184.50 This Invoice \$2,365.50 Total Invoiced To Date \$9,550.00 Amount Paid \$7,184.50 Invoiced Amount Outstanding \$2,365.50 Balance on Contract \$23,980.00			
Make check payable to Tom Dodson & Associates Please remit within 30 days <i>Tom Dodson</i>		Total	\$2,365.50

APPROVED FOR PAYMENT
 2/24/22 PO #2035
[Signature]

Corman Leigh Projects

Date	Project	Hours	Rate	Total
				\$ 0.00
1/8/2022	Elsinore - Constriants	2	\$ 254.80	\$ 509.60
1/10/2022	Elsinore - Constriants	2	\$ 254.80	\$ 509.60
1/12/2022	Elsinore - Constriants	1	\$ 254.80	\$ 254.80
1/13/2022	Elsinore - Constriants	2	\$ 254.80	\$ 509.60
1/16/2022	Elsinore - Constriants	1	\$ 254.80	\$ 254.80
1/20/2022	Elsinore - Constriants	1	\$ 254.80	\$ 254.80
Subtotal	\$	2,293.20		
	ODCs - Mileage	0	\$ 0.560	\$ 0.00
Total				\$ 2,293.20

PPH116

Date	Project	Hours	Rate	Total
1/5/2022	BRR	8	\$ 94.70	\$ 757.60
1/6/2022	BRR	7	\$ 94.70	\$ 662.90
Subtotal	\$	1,420.50		
	ODCs - Mileage	0	\$ 0.560	\$ 0.00
Total				\$ 1,420.50

IEUA Montclair Basin (IE-305)

Date	Project	Hours	Rate	Total
	Permitting Basins 2 and 3		\$ 94.70	\$ 0.00
1/9/2022	401 Permitting Basins 2 and 3	1	\$ 254.80	\$ 254.80
1/10/2022	401 Permitting Basins 2 and 3	2	\$ 254.80	\$ 509.60
1/11/2022	401 Permitting Basins 2 and 3	2	\$ 254.80	\$ 509.60
1/16/2022	401 Permitting Basins 2 and 3	2	\$ 254.80	\$ 509.60
1/18/2022	401 Permitting Basins 2 and 3	4	\$ 254.80	\$ 1,019.20
Subtotal	\$	2,802.80		
	ODCs - Mileage	0	\$ 0.560	\$ 0.00
Total				\$ 2,802.80

Jefferson 60 Apartments

Date	Project	Hours	Rate	Total
1/18/2022	BRR	4	\$ 94.70	\$ 378.80
Subtotal	\$	378.80		
	ODCs - Mileage		\$ 0.560	
Total				\$ 378.80

Jefferson - JPI Pre-Purchase JD

Date	Project	Hours	Rate	Total
1/8/2022	JD Preparation	3	\$ 254.80	\$ 764.40
			\$ 254.80	\$ 0.00
			\$ 254.80	\$ 0.00
			\$ 254.80	\$ 0.00
Subtotal	\$	764.40		
	ODCs - Mileage		\$ 0.560	\$ 0.00
Total				\$ 764.40

Agenda Item 3d

Acceptance of January
Disbursements



Cash Disbursements Report

By Payment Number

Payment Dates 01/01/2022 - 01/31/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
435	1/6/2022	CHAJOH	Charlie Johnson			15.46
	123121	Dec. Mileage - Regular Board Meetings		01-0-1-52213		15.46
436	1/6/2022	DEBPHI	Deborah Jeanne Philips			29.68
	123121	Dec. Mileage- CR&R Tour, Solid Waste		01-0-1-52210		-11.20
	123121	Dec. Mileage-Board Meeting, CR&R Tou...		01-0-1-52219		29.68
	123121	Dec. Mileage- CR&R Tour, Solid Waste		25-5-1-52210		11.20
437	1/6/2022	MIDAME	MidAmerica Administrative & Retirement Solutions, LLC			20,720.16
	010122	HRA 2022 Annual Distribution		01-0-0-14130		20,720.16
438	1/6/2022	MUN DEN	Municipal Dental Pool			2,806.15
	010122	Dental Premium - Jan.		01-0-0-14130		2,806.15
439	1/6/2022	REBKUJ	Rebecca A. Kujawa			85.79
	123121	Dec. Mileage - CR&R Tour		01-0-1-52210		-74.37
	123121	Dec. Mileage - Regular Meetings & CR&...		01-0-1-52212		85.79
	123121	Dec. Mileage - CR&R Tour		25-5-1-52210		74.37
32234	1/6/2022	AVCOM	AVCOM Services Inc.			72.00
	18089	Answering Svc. - Dec.		01-0-1-53150		72.00
32235	1/6/2022	CIEDB BC14-101	US Bank			58,718.50
	63403	Loan #14-101 Interest		01-1-1-91010		58,718.50
32236	1/6/2022	CAZCOM	CAZCOM, Inc.			200.00
	39852	Site Rent - Jan.		01-1-2-53150		200.00
32237	1/6/2022	CONUTI	Concord Environmental Energy, Inc			10,772.50
	3663	Meters Replaced (11) 3/4", (57) 1"		01-0-0-17000	C0084 OUTSIDE SVCS	4,726.00
	3672	Meters Replaced (7) 3/4", (46) 1"		01-0-0-17000	C0084 OUTSIDE SVCS	3,683.50
	3678	Meters Replaced (21) 3/4", (13) 1"		01-0-0-17000	C0084 OUTSIDE SVCS	2,363.00
32238	1/6/2022	CORE	Core & Main			178.28
	Q105323	1 IPS Clamp		01-1-0-13010		178.28
32239	1/6/2022	EVANS	David Evans and Associates, Inc.			3,100.00
	500840	Civic Center Street Improvements Traffic..		01-0-0-17000	C0002 OUTSIDE SVCS	3,100.00
32240	1/6/2022	EWIDEV	Ewing Development			250.00
	6101	Water Heater Wiring Replaced - Phelan ...		22-2-2-54620		250.00
32241	1/6/2022	FASTEN	Fastenal Company			256.42
	CAVIC81727	Safety Gloves		01-1-2-54620		256.42
32242	1/6/2022	FRO 5072	Frontier Communications			128.69
	012422	Phones - Oasis Yard 12/25 -1/24		01-1-1-58010		128.69
32243	1/6/2022	FRO 8637	Frontier Communications			61.39
	011822	Phones - Sr. Ctr. 12/19 1/18		22-0-1-58010		61.39
32244	1/6/2022	GARDA	Garda CL West, Inc			503.96
	10673014	Armored Svc. Jan.		01-0-1-54200		503.96
32245	1/6/2022	GENPUM	General Pump Company, Inc.			11,332.47
	28979	Back-Up Pump - 6A, 2B, L1		01-1-5-54620		7,161.43
	29022	Well 6B, Super Chlorinate with Sterilene...		01-0-0-17000	C0096 OUTSIDE SVCS	4,171.04

Cash Disbursements Report

Payment Dates: 01/01/2022 - 01/31/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
32246	1/6/2022	BAQAI	H. A. Baqai, P.E.			45,441.32
	8-01-2021-1	Homefiled Mitigation - Professional Svcs..		01-0-0-17000	C0093 OUTSIDE SVCS	7,656.00
	9-01-2021-2	Homefiled Mitigation - Professional Svcs..		01-0-0-17000	C0093 OUTSIDE SVCS	15,959.52
	9-01-2021-3	Homefiled Mitigation - Professional Svcs..		01-0-0-17000	C0093 OUTSIDE SVCS	21,825.80
32247	1/6/2022	INLWAT	Inland Water Works Supply Co.			12,834.17
	S1050692-001	1"x16" Saddle		01-1-0-13010		700.38
	S1050692-001	1" Dual Check Valve MIP x FIP		01-1-0-13010		543.06
	S1052062-001	8 C-900 Pipe (20 ft stick)		01-1-0-13010		1,597.63
	S1052062-001	6 AC x 1 DS Saddle		01-1-0-13010		2,198.10
	S1052062-001	2 IPS Clamp		01-1-0-13010		161.63
	S1052062-001	1" Brass Threaded Coupling		01-1-0-13010		387.90
	S1052062-001	8 MJ Pack		01-1-0-13010		937.43
	S1052062-001	6 MJ Kit		01-1-0-13010		668.05
	S1052062-001	6 C-900 Pipe (20 ft stick)		01-1-0-13010		959.40
	S1052062-001	8 x 1 DS Brass Saddle		01-1-0-13010		1,293.00
	S1052299-001	Parts for Well #14 16" Mainline Emerg....		01-1-3-54620		3,629.68
32248	1/6/2022	LES SCH	Les Schwab Tire Centers of Central CA, INC.			310.79
	58100112096	Trk #23 - New Battery		01-1-8-54710		310.79
32249	1/6/2022	LILBURN	Lilburn Corp.			5,494.75
	21-1042	Civic Center Park Environmental - Profe...		22-2-0-17000	C0078 OUTSIDE SVCS	2,040.00
	21-1226	Civic Center Park Environmental - Profe...		22-2-0-17000	C0078 OUTSIDE SVCS	3,454.75
32250	1/6/2022	MWA-ALTO	Mojave Basin Area Watermaster			3.95
	43390	1st. Qtr. Admin/Bio Fees		01-1-3-50010		3.95
32251	1/6/2022	MWA-OESTE	Mojave Basin Area			3,069.95
	43389	1st. Qtr. Admin/Bio Fees		01-1-3-50010		3,069.95
32252	1/6/2022	NAPA	NAPA Auto Parts			623.27
	123121	Inv #527361 - Battery Cable for Terminal..		01-1-2-54500		6.44
	123121	Inv #528975 - Trk #22 Windshield Wash		01-1-8-54710		14.30
	123121	Inv #528976 - Trk #22 Wiper Blades		01-1-8-54710		9.69
	123121	Inv #528426 - Trk #16 Windshield Wipers		01-1-8-54710		39.85
	123121	Inv #529396 - Antifreeze		01-1-8-54710		31.17
	123121	Inv #529991 - Trk #22 Ice Scraper		01-1-8-54710		9.24
	123121	Inv #529288Trk #111 Back Up Lights		01-1-8-54710		107.71
	123121	Inv #526929 - DEF for Generators		01-1-8-54710		159.38
	123121	Inv #529347 - Battery		01-1-8-54710		195.64
	123121	Inv #527522 - Trk #23 Filter		01-1-8-54710		47.38
	123121	Inv #528380 - Trk #14 Clamp		01-1-8-54710		2.47
32253	1/6/2022	PHEEXP	Phelan Express, Inc.			2,140.31
	32494	Trk #14 - Front Suspension Repairs		01-1-8-54710		1,119.76
	32513	Trk #21 Front & Rear Brakes Replaced		01-1-8-54710		951.97
	32554	Trk #18 - Oil Change		01-1-8-54710		68.58
32254	1/6/2022	PREACC	Premier Access Insurance Company			46.37
	123121	Dental - Final Bill		01-0-0-14130		46.37
32255	1/6/2022	RACE	Race Communications			618.00
	607907	Phones - Internet Credit CSD		01-0-1-58010		-100.00
	607907	Phones - Internet CSD Jan.		01-0-1-58010		254.50
	607907	Phones - Internet Shop Jan,		01-1-1-58010		204.50
	607907	Phones - Internet Credit CC		22-0-1-58010		-200.00
	607907	Phones - Internet CC Jan		22-0-1-58010		204.50
	607907	Phones - Internet Pinon Hills Jan.		22-0-1-58010		254.50
32256	1/6/2022	REBEL	Rebel Oil Company, Inc.			4,509.72
	7000531	Fuel - 400 Gl.		01-1-8-54410		1,812.66

Cash Disbursements Report

Payment Dates: 01/01/2022 - 01/31/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	7000559	Fuel - 300 Gl., DSL- 300 Gl.		01-1-8-54410		2,697.06
32257	1/6/2022 225	ROSE Kids Baking Class - Dec.	Rose Noir Chocolates LLC	22-2-2-54800		196.25 196.25
32258	1/6/2022 010122 010122 010122	STAINS LTD/Life/AD&D - Jan. LTD/Life/AD&D - Jan. LTD/Life/AD&D - Jan.	Standard Insurance Company	01-0-1-51230 01-7-7-51230 22-0-1-51230		987.64 826.48 95.71 65.45
32259	1/6/2022 LW-1035416	SWRCB Water System Fees 7/1/21 - 6/30/22	SWRCB-DWOCF	01-1-3-53160		33,541.24 33,541.24
32260	1/6/2022 208725 208725 208938	TURSEC Video System & Card Reader Oasis Alarm System & Door Access Pinon Hills Monitoring Svcs. Jan.	Turner Security, Inc	01-1-1-53150 22-2-2-53150 01-1-1-53150		8,722.70 6,300.00 2,164.00 258.70
32261	1/6/2022 025-361488 025-361833	TYLTEC UB Online Support - Jan. AP 1099 Process Webinar - A. Romero	Tyler Technologies, Inc	01-1-6-53170 01-0-1-54260		415.00 265.00 150.00
32262	1/6/2022 1220210528 dsb20206643	USA (135) Tickets USA Dig Safe Regulatory Fee	Underground Service Alert of So. Cal.	01-1-2-53150 01-1-1-53160		576.11 232.75 343.36
32263	1/6/2022 0374393, 415912	UNI SITE Porta Potties Rental for Covid Sites	United Site Services of California, Inc.	01-1-1-53150	C0086 OUTSIDE SVCS	2,067.23 2,067.23
32264	1/6/2022 6723	WENO Printer Usage	Weno Office Solutions	01-0-1-53150		14.15 14.15
32277	1/24/2022 65577	ALEWYN Antelope Valley Legal Svcs- Dec.	Aleshire & Wynder, LLP	01-0-1-53120	C0057 LEGAL	2,585.00 2,585.00
32278	1/24/2022 68446	APEREN Man-lift Rental for Holiday Decor Remo...	Apex Rentals	22-2-2-54300		628.30 628.30
32279	1/24/2022 012422 012422 012422	ASBCSD January Meeting - Rebecca January Meeting -Deborah January Meeting - Don, Kim	Assn of SB County Special Districts	01-0-1-52232 01-0-1-52239 01-0-1-54440		143.00 37.00 37.00 69.00
32280	1/24/2022 32058	BEN AG (1) Mulch Load	Beneficial Ag Services	01-1-9-54800	C0049 OUTSIDE SERVIC	245.00 245.00
32281	1/24/2022 INV00145309	BOOBAR Sfty. Work Boots - S. Trujillo	Boot Barn Inc.	01-1-2-54680		150.00 150.00
32282	1/24/2022 010722	CPRS Membership - R. Kuwaja	California Park & Recreation Society	22-2-2-54230		165.00 165.00
32283	1/24/2022 664583	CALTOO Welding Supplies	C.T.W.S., LLC	01-1-5-54620		42.67 42.67
32284	1/24/2022 14069010722 14069010722	CHA INT Internet Svc. 1/7 - 2/6 Internet Svc. 1/7 - 2/6	Charter Communications	01-0-1-58010 22-0-1-58010		600.00 588.00 12.00
32285	1/24/2022 508715518 5091646856 5091646856 5091646883	CINFIR First Aid Supplies - Shop First Aid Supplies - CSD First Aid Supplies - CSD First Aid Supplies - Shop (Jan.)	Cintas	01-1-1-54500 01-0-1-54500 22-0-1-54500 01-1-1-54500		601.10 121.59 231.09 4.72 243.70

Cash Disbursements Report

Payment Dates: 01/01/2022 - 01/31/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
32286	1/24/2022	CIN UNI	Cintas Corporation			482.80
	123121	Uniform Rental Svcs. Dec		01-1-1-54680		447.12
	123121	Uniform Rental Svcs. Dec		22-2-1-54680		35.68
32287	1/24/2022	CITY LOAN 21-002	City National Bank			343,529.53
	010122	Loan #21-002 Series A Principal		01-1-0-29710		151,336.81
	010122	Loan #21-002 Series B Principal		01-1-0-29750		118,069.37
	010122	Loan #21-002 Series B Interest		01-1-1-91010		51,412.82
	010122	Loan #21-002 Series A Interest		01-1-1-91010		22,710.53
32288	1/24/2022	CONUTI	Concord Environmental Energy, Inc			2,502.00
	3683	Meter Replaced (36) 3/4" Week:1/3 - 1/7		01-0-0-17000	C0084 OUTSIDE SVCS	2,502.00
32289	1/24/2022	SBC PARCELS	County of San Bernardino			6.00
	108957	(3) Parcel Map Revisions		01-1-1-54830		6.00
32290	1/24/2022	CR&R	CR&R Incorporated			872.03
	704973-4538	Trash - Oasis Yard Jan.		01-0-2-58110		272.22
	705256-1564	Trash - Pinon Hills Park Jan.		22-0-2-58110		189.89
	705544-8478	Trash - Phelan CSD Jan.		01-0-1-58110		204.96
	705544-8478	Trash - Phelan CC Jan.		22-0-2-58110		204.96
32291	1/24/2022	FRO 5743	Frontier Communications			75.24
	010722	Phones - Office 1/7 - 2/6		01-0-1-58010		75.24
32292	1/24/2022	FRO 3434	Frontier Communications			174.22
	011022	Phones - Telemetry 1/10 - 2/9		01-1-5-58010		174.22
32293	1/24/2022	GAOSBO	G.A. Osborne Pipe & Supply Inc			224.81
	101-28839	Parts to Repair Well #10 & 11 Cl2 Injecti...		01-1-3-54620		224.81
32294	1/24/2022	GENPUM	General Pump Company, Inc.			2,362.50
	29052	Booster A at 4B Pull for Maintenance		01-1-5-54620		2,362.50
32295	1/24/2022	GEOMON	GEO-Monitor, Inc.			395.50
	25152	Routine Samples		01-1-4-53140		395.50
32296	1/24/2022	HARFRE	Central Purchasing LLC			165.90
	971416	Solar Panel Parts for Zone G Scada		01-1-2-54620		165.90
32297	1/24/2022	HESHOS	Hesperia Hose Supply Inc			184.80
	68055	Well 6B Adapters		01-1-3-54620		184.80
32298	1/24/2022	IB CON	IB Consulting, LLC			9,840.00
	19212	Water Rate Study 2021		01-1-1-53150		6,150.00
	19213	Consulting Svcs-Conservation Ord., U...		01-1-9-53150	C0049 OUTSIDE SERVIC	3,690.00
32299	1/24/2022	INFOSE	Infosend Inc			4,621.58
	202590	Postage 10/8/21		01-1-6-54860		2,352.67
	202590	Printing 10/08/21		01-1-6-54890		2,268.91
32300	1/24/2022	INLWAT	Inland Water Works Supply Co.			19,899.67
	S1050692-002	1" Dual Check Valve MIP x FIP		01-1-0-13010		1,357.65
	S1052062-002	8 x 12 Clamp		01-1-0-13010		237.05
	S1052182-001	Stolen 3" Construction Meter Replacem...		01-1-6-54620		2,562.30
	S1052293-001	6 MJ Kit		01-1-0-13010		267.22
	S1052293-001	Crispin 1" Air Vac		01-1-0-13010		2,594.75
	S1052294-001	Meter Box		01-1-0-13010		5,661.19
	S1052302-01	Non-Inventory Gaskets & Bolts for Well ...		01-1-3-54620		134.85
	S1052315-001	16" Parts for Well #14 Emergency Repair		01-1-5-54620		1,435.23
	S1052389-001	1 IPS Poly (100 ft Coil)		01-1-0-13010		2,990.07
	S1052389-001	1 CTS Poly (100 ft Coil)		01-1-0-13010		1,955.66
	S105812-001	6" Meter for Well #2 DMA		01-1-5-54620		1,077.50

Cash Disbursements Report

Payment Dates: 01/01/2022 - 01/31/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
32301	1/24/2022 58100112681	LES SCH Trk #25 - (4) New Tires	Les Schwab Tire Centers of Central CA, INC.	01-1-8-54710		1,450.53 1,450.53
32302	1/24/2022 20220112 20220112 20220112	LIN SVC Janitorial Svcs CDS Janitorial Svcs Oasis Janitorial Svcs Phelan CC & Sr. Ctr	Richard J. Linsalato	01-0-1-54320 01-1-1-54320 22-0-1-54320		955.00 310.00 225.00 420.00
32303	1/24/2022 123121 123121 123121 123121 123121 123121 85514206	LOWES Refund #17079 - ChristmasTree Return... Inv #70467203 Tape & Buckets Inv #70512244 - Small Tools Inv#910029 Wire for Zone G Tank 2 Sola... Inv #26730976 - Heaters for Booster Sit... Inv #30590121 - Concrete tools for customer service	Lowe's Credit	01-0-1-54530 01-1-2-54500 01-1-2-54650 01-1-3-54500 01-1-5-54500 01-1-5-54620 01-1-2-54650		1,000.99 -77.47 103.18 180.72 83.15 201.82 190.97 318.62
32304	1/24/2022 E20212398	MERJOH Well 15 & Pipeline Survey Svcs.	Merrell-Johnson Engineering Inc	01-0-0-17000	C0095 OUTSIDE SVCS	6,963.50 6,963.50
32305	1/24/2022 123121	ANDTRU Inv #309840 - Packing Supplies Inv #309839 - Site Paint Inv #309877 - Waater Nozzle Inv #309816 - Key Inv #309912 - Propane to Sterilize Samp... Inv #309837 - Generator Oil & Drill Bit Inv #309765 - Clamp Spring Flex Inv #309804 - Brass Nipple Inv #309800 -Air Vac Maint. Supplies Inv #309902 - Rakes Inv #309811 - Pliers Inv #309843 - Supplies for Booster 4B R... Inv #309880 - Gloves Inv #09833 - Brass Fittings Inv #309918 - Maint. Supplies Inv #309910 - Ice Melt Bag	Mills Hardware	01-1-2-54500 01-1-2-54500 01-1-2-54500 01-1-2-54500 01-1-2-54500 01-1-2-54620 01-1-2-54620 01-1-2-54620 01-1-2-54650 01-1-2-54650 01-1-5-54620 01-1-6-54500 01-1-6-54620 22-2-2-54620 22-2-2-54620		690.04 56.65 34.45 21.54 10.75 6.45 62.64 16.33 10.76 58.78 148.66 27.56 16.55 37.70 16.15 48.76 116.31
32307	1/24/2022 011822	MDAQMD Violation #1317	Mojave Desert Air Quality Management District	01-1-2-53160		200.00 200.00
32309	1/24/2022 32653 32749 32987 32990	PHEEXP Trk #20 - Oil Change Trk #15 - Oil Change Trk #16 - Oil Change & Alignment Trk #17 - Brakes & Rotors Replaced	Phelan Express, Inc.	01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710		949.28 109.22 68.58 238.69 532.79
32310	1/24/2022 7008517 7010581	REBEL Fuel - 351 Gl. Fuel - 450 Gl.	Rebel Oil Company, Inc.	01-1-8-54410 01-1-8-54410		3,717.41 1,639.05 2,078.36
32311	1/24/2022 083-025-02	SED Single Sign-on/Portal Intergration	Sedaru, Inc.	01-7-7-53150		8,122.50 8,122.50
32312	1/24/2022 115645180-001	SITEONE Pvc Parts and Glue	SiteOne Landscape Supply Holding, LLC	01-1-5-54620		845.09 845.09
32313	1/24/2022 PSO002923-1	SONSRA Trk #113 - Bucket Repair	Sonsray Machinery, llc	01-1-8-54710		75.39 75.39
32314	1/24/2022 71331 71331	SDRMA Nissan Frontier (trk #26) Liability Remove Ford Ranger (trk #10) Liability	Special District Risk Management Authority	22-0-8-54380 22-0-8-54380		941.78 1,628.55 -637.20

Cash Disbursements Report

Payment Dates: 01/01/2022 - 01/31/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	71331	Multi Program Liability Discount		22-0-8-54380		-49.57
32315	1/24/2022 00140735	SUNPOW Solar Breaker Pad Replacement	Sunpower	01-0-1-54620		2,314.68 2,314.68
32316	1/24/2022 0086289	AQUA MET Command Links for Customer Service S...	Aqua Metric Sales Co	01-0-0-17000	C0084 OUTSIDE SVCS	1,408.61 1,408.61
32317	1/24/2022 025-362933	TYLTEC UB Insite Transaction Fees 10/1 - 12/31	Tyler Technologies, Inc	01-1-6-53170		11,166.25 11,166.25
32318	1/24/2022 459762	UNI SITE Porta Potties at Wilson Ranch - Covid Te...	United Site Services of California, Inc.	01-0-1-53150	C0086 OUTSIDE SVCS	334.13 334.13
32319	1/24/2022 49754957	UNIVAR Liquid Chlorine	UNIVAR INC.	01-1-3-54500		1,606.49 1,606.49
32320	1/24/2022 3032879	XEROX Copier Lease 1/12 - 2/11	Xerox Corporation	01-0-1-54300		280.55 280.55
DFT0010731	1/10/2022 122221-4585	THEGAS Gas - Phelan CC 11/22 - 12/22	The Gas Company	22-0-2-58110		244.35 244.35
DFT0010732	1/10/2022 122221-4084	THEGAS Gas Phelan Sr. Ctr. 11/22 - 12/22	The Gas Company	22-0-2-58110		221.90 221.90
DFT0010733	1/10/2022 123021-6056	THEGAS Gas - Pinon Hills CC 11/30 - 12/30	The Gas Company	22-0-2-58110		122.02 122.02
DFT0010734	1/10/2022 123021-6781	THEGAS Gas - Pinon Hills Fire 11/30 - 12/30	The Gas Company	22-0-2-58110		14.79 14.79
DFT0010741	1/10/2022 122721	SCE 2439-1773 Electricity - Phelan Park 11/24 - 12/26	Southern California Edison	22-0-2-58110		18.32 18.32
DFT0010742	1/10/2022 123121q	SCE 1613-6373 Electricity - R/R Crossings 12/1 - 12/31	Southern California Edison	23-0-2-58210		15.62 15.62
DFT0010743	1/10/2022 123121	SCE 5917-6455 Electricity - Phelan Park St. Lights 12/1 - ...	Southern California Edison	22-2-2-58110		23.85 23.85
DFT0010746	1/7/2022 INV0004822 INV0004822	CALPERS 457 Cal PERS 457/ Employer Plan: 450 717 - ... Cal PERS 457/ Employer Plan: 450 717 - ...	California Public Employees' Deferred Compensation Plan	01-1-0-24560 22-2-0-24560		215.00 209.25 5.75
DFT0010747	1/7/2022 INV0004823 INV0004823 INV0004823 INV0004823	CALPERS CalPERS/Employee Portion(EE) CalPERS/Employee Portion(EE) CalPERS/Employee Portion(EE) CalPERS/Employee Portion(EE)	Calif Public Employees' Retirement System	01-1-0-24530 01-7-0-24530 22-2-0-24530 25-5-0-24530		2,651.94 2,222.20 219.38 179.70 30.66
DFT0010748	1/7/2022 INV0004824 INV0004824 INV0004824	CALPERS CalPERS/Employee Portion(ER) CalPERS/Employee Portion(ER) CalPERS/Employee Portion(ER)	Calif Public Employees' Retirement System	01-1-0-24530 01-7-0-24530 22-2-0-24530		3,260.90 2,566.52 376.77 317.61
DFT0010749	1/7/2022 INV0004825 INV0004825 INV0004825 INV0004825	CALPERS CalPERS/Employer Portion CalPERS/Employer Portion CalPERS/Employer Portion CalPERS/Employer Portion	Calif Public Employees' Retirement System	01-1-0-24530 01-7-0-24530 22-2-0-24530 25-5-0-24530		7,558.89 6,070.15 792.53 661.73 34.48
DFT0010750	1/7/2022 INV0004826 INV0004826	CALPERS CalPERS Retirement/ Survivor Benefits CalPERS Retirement/ Survivor Benefits	Calif Public Employees' Retirement System	01-1-0-24530 01-7-0-24530		23.25 18.73 2.02

Cash Disbursements Report

Payment Dates: 01/01/2022 - 01/31/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	INV0004826	CalPERS Retirement/ Survivor Benefits		22-2-0-24530		2.40
	INV0004826	CalPERS Retirement/ Survivor Benefits		25-5-0-24530		0.10
DFT0010751	1/7/2022	CALPERS 457	California Public Employees' Deferred Compensation Plan			136.03
	INV0004827	457 Loan Payback		01-1-0-24560		136.03
DFT0010752	1/7/2022	EDD	Employment Development Department			980.57
	INV0004828	State Disability Ins - Payroll Taxes		01-0-0-24510		980.57
DFT0010753	1/7/2022	IRS	Internal Revenue Service			457.36
	INV0004829	Social Security - Payroll Taxes		01-0-0-24510		457.36
DFT0010754	1/7/2022	EDD	Employment Development Department			86.64
	INV0004830	State Employer Training Tax - Payroll Ta...		01-0-0-24510		86.64
DFT0010755	1/7/2022	EDD	Employment Development Department			3,118.61
	INV0004831	State Unemployment Ins - Payroll Taxes		01-0-0-24510		3,118.61
DFT0010756	1/7/2022	EDD	Employment Development Department			2,994.76
	INV0004832	CA State Income Tax - Payroll Taxes		01-0-0-24510		2,994.76
DFT0010757	1/7/2022	IRS	Internal Revenue Service			2,629.56
	INV0004833	Medicare - Payroll Taxes		01-0-0-24510		2,629.56
DFT0010758	1/7/2022	IRS	Internal Revenue Service			8,275.76
	INV0004834	Federal Income Tax - Payroll Taxes		01-0-0-24510		8,275.76
DFT0010759	1/20/2022	SCE 8362-7804	Southern California Edison			630.98
	010422	Electricity - Solar Meter 10/29 - 11/30		01-1-3-58110		630.98
DFT0010760	1/20/2022	SCE 9587-0653	Southern California Edison			854.86
	010422	Electricity - Office 10/26 - 11/23		01-0-1-58110		925.78
	010422	Electricity - Solar Credit 10/26 - 11/23		01-1-3-58115		-70.92
DFT0010761	1/20/2022	FBC-STEVE	First Bank Card			473.55
	123121	Smart & Final - Coffee Pot Replacement		22-2-2-54620		55.70
	123121	HD Supply - (2) Flags)		22-2-2-54620		80.55
	123121	Best Buy - Speaker & Adapter		22-2-2-54800		163.10
	123121	Webstaurant Store (2) Beverage Dispen...		22-2-2-54800		174.20
DFT0010762	1/20/2022	FBC-SEAN	First Bank Card			4,004.98
	123121	Mexico Lindo - Staff Meeting		01-0-1-54440		118.96
	123121	Crave Cafe - AWCA Conference Expense ..		01-0-1-54470		17.36
	123121	SBC - Utility Work Authorizaion Permit ...		01-1-1-53160		205.52
	123121	EOU - Winter 2021 Fee		01-1-1-54260		2,799.90
	123121	UCR - School Transcripts		01-1-1-54260		75.00
	123121	CA-NV AWWA Cross Connection Cert R...		01-1-1-54260		100.00
	123121	Crave Cafe - AWCA Conference Expense		01-1-1-54470		17.61
	123121	Crave Cafe - AWCA Conference Expense ..		01-1-1-54470		17.37
	123121	Amazon - Wire Rope		01-1-2-54500		202.44
	123121	Safety Depot - Traffic Sfty. Vests		01-1-2-54500		244.89
	123121	DOT - MCS 150 Fleet Fee		01-1-8-54710		188.57
	123121	Crave Cafe - AWCA Conference Expense ..		01-7-7-54470		17.36
DFT0010763	1/20/2022	FBC-JENNIFER	First Bank Card			4,039.62
	123121	Adobe Subscription (6)		01-0-1-53170		101.94
	123121	Facebook - Advertisement		01-0-1-54110		5.00
	123121	Facebook - Advertisement		01-0-1-54110		25.00
	123121	Amazon - Yr-End Safety Award Return		01-0-1-54260		-56.34
	123121	Staters - Yr-End Training Supplies		01-0-1-54260		152.16
	123121	Amazon - Yr-End Safety Awards		01-0-1-54260		187.24
	123121	Amazon - Yr-End Safety Award		01-0-1-54260		49.55
	123121	Amazon - Yr-End Safety Award		01-0-1-54260		53.86
	123121	Amazon - Yr-End Safety Award		01-0-1-54260		55.28

Cash Disbursements Report

Payment Dates: 01/01/2022 - 01/31/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	123121	Amazon - Yr-End Safety Award		01-0-1-54260		55.50
	123121	Amazon - Yr-End Safety Award		01-0-1-54260		63.28
	123121	Amazon - Yr-End Safety Award		01-0-1-54260		66.80
	123121	Amazon - Yr-End Safety Award		01-0-1-54260		76.02
	123121	Amazon - Yr-End Safety Award		01-0-1-54260		35.08
	123121	Amazon - Yr-End Safety Award		01-0-1-54260		37.70
	123121	Amazon - Yr-End Safety Award		01-0-1-54260		40.94
	123121	Amazon - Yr-End Safety Award		01-0-1-54260		25.95
	123121	Amazon - Yr-End Safety Award		01-0-1-54260		53.86
	123121	Vista Print - Business Cards		01-0-1-54530		49.28
	123121	Walgreens - Covid Tests		01-0-1-54530	C0086 OUTSIDE SVCS	77.55
	123121	Adobe Subscriptions (2)		01-1-1-53170		33.98
	123121	EOU - Book Rental		01-1-1-54260		16.11
	123121	EOU - Winter Semester Fees (2 Classes)		01-1-1-54260		2,745.00
	123121	EOU Service Fee		01-1-1-54260		54.90
	123121	Adobe Subscriptions (2)		01-7-7-53170		33.98
DFT0010764	1/20/2022	VER AIR	Verizon Wireless			1,093.16
	9896365259	Phones - Jet Packs, Tablets & On-Call De...		01-1-1-58010		1,093.16
DFT0010765	1/20/2022	FBC-MICHAEL	First Bank Card			75.00
	123121	UCR - Transcript Fee		01-1-1-54260		75.00
DFT0010766	1/20/2022	FBC-LORI	First Bank Card			1,408.31
	123121	CSMFO Annual Membership (Lori)		01-0-1-54230		110.00
	123121	CSMFO Annual Membership (David)		01-0-1-54230		110.00
	123121	CSMFO 2022 Conference (David)		01-0-1-54260		470.00
	123121	Town & Country - CSMFO Conference S...		01-0-1-54470		258.31
	123121	GFOA - Cert. of Achievement Review Fee		01-0-1-54530		460.00
DFT0010767	1/20/2022	FBC-GEORGE	First Bank Card			597.85
	123121	Ricks Cafe - Staff Meeting		01-0-1-54440		99.78
	123121	Ricks Cafe - Staff Meeting		01-0-1-54440		93.08
	123121	Crave Cafe - ACWA Conference Lunch D...		01-0-1-54470		16.50
	123121	Lowes - Christmas Tree for Office		01-0-1-54530		81.54
	123121	Best Buy - UPC Battery Backup		01-0-1-54530		54.36
	123121	Apple - iCloud Storage for Field Ipad		01-1-1-53170		0.99
	123121	Apple - One Yr Babbel Training for S. Tru...		01-1-1-54260		89.99
	123121	BJ's - ACWA Conference Lunch (Sean)		01-1-1-54470		22.77
	123121	Crave Cafe - ACWA Conference Lunch S...		01-1-1-54470		16.50
	123121	Little Caesars - Emerg. Break Lunch for F...		01-1-2-54500		52.72
	123121	BJ's - ACWA Conference Lunch (George)		01-7-7-54470		22.76
	123121	Crave Cafe - ACWA Conference Lunch G...		01-7-7-54470		16.51
	123121	Live Action Safety - Pressure Logger Bat...		01-7-7-54500		30.35
DFT0010768	1/20/2022	FBC-ERNESTO	First Bank Card			38.05
	123121	Harbor Freight - Power Inverter		01-1-2-54500		38.05
DFT0010769	1/20/2022	SCE 9515-2666	Southern California Edison			80,077.78
	010622	Electricity-Wells, Boosters, Tanks		01-1-3-58110		85,539.44
	010622	Electricity-Solar Credit		01-1-3-58115		-6,897.69
	010622	Electricity-St. Lights		23-3-2-58210		1,436.03
DFT0010770	1/20/2022	SCE 7441-5755	Southern California Edison			218.82
	010422	Electricity - Pinon Hills CC 12/5 - 1/3		22-0-2-58110		218.82
DFT0010771	1/20/2022	SCE 1078-5254	Southern California Edison			319.10
	011022	Electricity - CC & Sr. Ctr. 12/9 - 1/9		22-0-2-58110		319.10
DFT0010772	1/20/2022	FBC-KIM	First Bank Card			1,186.97
	123121	Calendar Wiz		01-0-1-53170		14.00
	123121	Zoom Subscription		01-0-1-53170	C0086 OUTSIDE SVCS	159.96

Cash Disbursements Report

Payment Dates: 01/01/2022 - 01/31/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	123121	In-n-Out Yr-End Safety Awards		01-0-1-54260		440.00
	123121	Nothing Bundt Cakes - Yr-End Safety M...		01-0-1-54260		81.25
	123121	Pitney Bowes - Postage Meter Rental Fee		01-0-1-54300		37.70
	123121	Amazon - Kitchen Trash Bags		01-0-1-54530		68.94
	123121	Amazon - Office Supplies		01-0-1-54530		17.84
	123121	Amazon - Office Supplies		01-0-1-54530		158.20
	123121	Target - Office Supplies		01-0-1-54530		15.00
	123121	Amazon - Office Supplies		01-0-1-54530		145.63
	123121	Amazon - Office Supplies		01-0-1-54530		30.14
	123121	Amazon - Office Supplies		01-0-1-54530		18.31
DFT0010774	1/20/2022	FBC-DON	First Bank Card			2,234.43
	123121	Shell - Fuel		01-0-1-54140		125.00
	123121	United Pacific - Fuel		01-0-1-54140		125.00
	123121	Shell - Fuel		01-0-1-54140		75.55
	123121	CHevron - Fuel		01-0-1-54140		146.84
	123121	Shell - Fuel		01-0-1-54140		125.00
	123121	IFC - Meeting with Tom Dodson		01-0-1-54440		68.55
	123121	Ricks Cafe - Meeting with Charlie		01-0-1-54440		38.76
	123121	Ricks Cafe		01-0-1-54440		38.27
	123121	Mexico Lindo - Staff Meeting		01-0-1-54440		68.45
	123121	Ricks Cafe -		01-0-1-54440		59.02
	123121	Hyatt Place - ACWA Conf. Stay for Don		01-0-1-54470		507.88
	123121	LGO Cafe - ACWA Conf. Expense		01-0-1-54470		46.88
	123121	Hyatt Place - ACWA Conf. Stay for Sean		01-1-1-54470		322.54
	123121	Hyatt Place - ACWA Conf. Stay for Geor...		01-7-7-54470		486.69
DFT0010775	1/20/2022	FBC-KIM	First Bank Card			1,641.41
	150003	Lucille's - Yr-End Safety Meeting		01-0-1-54260		1,194.25
	2681063	Amazon - Monitor Equip. for Meetings		01-0-1-54530	C0086 OUTSIDE SVCS	447.16
DFT0010776	1/20/2022	FBC-JENNIFER	First Bank Card			837.38
	1683926	Hatatrix - Polos/Shirts for Board, Mgm		01-0-1-54680		602.48
	1683926	Hatatrix - Polos/Shirts for Field		01-1-1-54680		234.90
DFT0010777	1/20/2022	FBC-GEORGE	First Bank Card			2,479.00
	121521	CA Air Resource - (3) Generators Permit...		01-0-0-17000	C0092 OUTSIDE SVCS	2,479.00
DFT0010778	1/20/2022	FBC-MICHAEL	First Bank Card			3,297.44
	5024541324	Zoro - Generator Boxes		01-0-0-17000	C0092 OUTSIDE SVCS	3,297.44
DFT0010779	1/20/2022	FBC-SEAN	First Bank Card			4,741.68
	000656	Backflow Brothers - 2979 Arcadia Backfl...		01-1-2-54620		494.00
	1104000	Trk #111 (Backhoe) Rear Tires Replaced		01-1-8-54710		1,772.21
	122821	Amazon - (2) Dewalt Reciprocating Saws		01-1-2-54650		273.29
	278319	Precision Aerial - Trk # Crane Repair		01-1-2-54620		1,481.50
	5427407	Drill & Bits for Concrete		01-0-0-17000	C0084 OUTSIDE SVCS	351.19
	62203486	Uline - Nitrile Gloves for cl2		01-1-2-54500		369.49
DFT0010780	1/21/2022	CALPERS 457	California Public Employees' Deferred Compensation Plan			215.00
	INV0004835	Cal PERS 457/ Employer Plan: 450 717 - ...		01-1-0-24560		212.27
	INV0004835	Cal PERS 457/ Employer Plan: 450 717 - ...		22-2-0-24560		2.73
DFT0010781	1/21/2022	CALPERS	Calif Public Employees' Retirement System			2,639.21
	INV0004836	CalPERS/Employee Portion(EE)		01-1-0-24530		2,194.77
	INV0004836	CalPERS/Employee Portion(EE)		01-7-0-24530		206.65
	INV0004836	CalPERS/Employee Portion(EE)		22-2-0-24530		174.99
	INV0004836	CalPERS/Employee Portion(EE)		25-5-0-24530		62.80
DFT0010782	1/21/2022	CALPERS	Calif Public Employees' Retirement System			3,260.90
	INV0004837	CalPERS/Employee Portion(ER)		01-1-0-24530		2,570.87
	INV0004837	CalPERS/Employee Portion(ER)		01-7-0-24530		376.77

Cash Disbursements Report

Payment Dates: 01/01/2022 - 01/31/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	INV0004837	CalPERS/Employee Portion(ER)		22-2-0-24530		313.26
DFT0010783	1/21/2022	CALPERS	Calif Public Employees' Retirement System			7,544.58
	INV0004838	CalPERS/Employer Portion		01-1-0-24530		6,046.09
	INV0004838	CalPERS/Employer Portion		01-7-0-24530		778.21
	INV0004838	CalPERS/Employer Portion		22-2-0-24530		649.66
	INV0004838	CalPERS/Employer Portion		25-5-0-24530		70.62
DFT0010784	1/21/2022	CALPERS	Calif Public Employees' Retirement System			23.25
	INV0004839	CalPERS Retirement/ Survivor Benefits		01-1-0-24530		18.79
	INV0004839	CalPERS Retirement/ Survivor Benefits		01-7-0-24530		1.93
	INV0004839	CalPERS Retirement/ Survivor Benefits		22-2-0-24530		2.32
	INV0004839	CalPERS Retirement/ Survivor Benefits		25-5-0-24530		0.21
DFT0010785	1/21/2022	CALPERS 457	California Public Employees' Deferred Compensation Plan			136.03
	INV0004840	457 Loan Payback		01-1-0-24560		136.03
DFT0010786	1/21/2022	EDD	Employment Development Department			958.20
	INV0004841	State Disability Ins - Payroll Taxes		01-0-0-24510		958.20
DFT0010787	1/21/2022	IRS	Internal Revenue Service			233.82
	INV0004842	Social Security - Payroll Taxes		01-0-0-24510		233.82
DFT0010788	1/21/2022	EDD	Employment Development Department			63.55
	INV0004843	State Employer Training Tax - Payroll Ta...		01-0-0-24510		63.55
DFT0010789	1/21/2022	EDD	Employment Development Department			2,287.37
	INV0004844	State Unemployment Ins - Payroll Taxes		01-0-0-24510		2,287.37
DFT0010790	1/21/2022	EDD	Employment Development Department			3,192.67
	INV0004845	CA State Income Tax - Payroll Taxes		01-0-0-24510		3,192.67
DFT0010791	1/21/2022	IRS	Internal Revenue Service			2,526.22
	INV0004846	Medicare - Payroll Taxes		01-0-0-24510		2,526.22
DFT0010792	1/21/2022	IRS	Internal Revenue Service			9,308.70
	INV0004847	Federal Income Tax - Payroll Taxes		01-0-0-24510		9,308.70
DFT0010793	1/28/2022	CalPERS Health	California Public Employees' Retirement System			3,375.78
	020122 NonPERS	Non PERS Health Premium - Feb.		01-0-0-14130		3,367.36
	020122 NonPERS	Non PERS Health Premium Admin Fee - ...		01-0-1-51230		8.42
DFT0010794	1/28/2022	CalPERS Health	California Public Employees' Retirement System			35,701.27
	020122 PERS	PERS Health Premium - Feb.		01-0-0-14130		35,558.42
	020122 PERS	PERS Health Premium Admin Fee- Feb.		01-0-1-51230		90.70
	020122 PERS	PERS Health Premium Shared Premium -..		01-1-1-51230		52.15
DFT0010795	1/21/2022	AME SUP	American Fidelity Assurance			366.40
	D412577	Supplemental Life Insurance - Jan.		01-0-0-24580		366.40
DFT0010796	1/25/2022	AME FID	American Fidelity Assurance Company			145.82
	6040840	Flex Spending 12/31		01-0-0-24580		145.82
DFT0010797	1/26/2022	AME FID	American Fidelity Assurance Company			222.07
	6042740	Flex Spending 1/14		01-0-0-24580		222.07
Payment Total:						879,864.57

Report Summary

Fund Summary

Fund	Payment Amount
01 - WATER FUND	863,519.28
22 - PARKS & RECREATION	15,225.09
23 - STREET LIGHTING	1,451.65
25 - SOLID WASTE	284.44
Grand Total:	880,480.46

Account Summary

Account Number	Account Name	Payment Amount
01-0-0-14130	Prepaid Benefit	62,498.46
01-0-0-17000	CIP Enterprise Funds	80,486.60
01-0-0-24510	Payroll Tax Payable	37,113.79
01-0-0-24580	Supplemental Ins W/H Pa...	734.29
01-0-1-51230	Employee Group Insurance	925.60
01-0-1-52210	Board Exp - Auto Expense	-85.57
01-0-1-52212	Board - Auto Expense/Kuj...	85.79
01-0-1-52213	Board - Auto Expense/Joh...	15.46
01-0-1-52219	Board - Auto Expense/Phil...	29.68
01-0-1-52232	Board - Education,Trainin...	37.00
01-0-1-52239	Board - Education,Trainin...	37.00
01-0-1-53120	Legal Services	2,585.00
01-0-1-53150	Outside Service	420.28
01-0-1-53170	Software Support	275.90
01-0-1-54110	Advertising	30.00
01-0-1-54140	Auto Expense	597.39
01-0-1-54200	Credit Card Fee & Bank C...	503.96
01-0-1-54230	Dues & Subscriptions	220.00
01-0-1-54260	Education & Training	3,232.38
01-0-1-54300	Equipment Rental / Lease	318.25
01-0-1-54320	General Maintenance	310.00
01-0-1-54440	Meeting, Seminar & Suppl...	653.87
01-0-1-54470	Travel Expense	846.93
01-0-1-54500	Operating Supplies	231.09
01-0-1-54530	Office Supplies	1,546.48
01-0-1-54620	Repair & Maintenance	2,314.68
01-0-1-54680	Uniforms	602.48
01-0-1-58010	Telephone	817.74
01-0-1-58110	Utilities	1,130.74
01-0-2-58110	Utilities	272.22
01-1-0-13010	Inventory - Water Field Pa...	24,688.45
01-1-0-24530	Retirement W/H Payable	21,708.12
01-1-0-24560	Retirement 457 W/H Pay...	693.58
01-1-0-29710	Loan Payable - CIEDB 2002	151,336.81
01-1-0-29750	Loan Payable - CNB 21-00...	118,069.37
01-1-1-51230	Employee Group Insurance	52.15
01-1-1-53150	Outside Service	14,775.93
01-1-1-53160	Permits & Fees	548.88
01-1-1-53170	Software Support	34.97
01-1-1-54260	Education & Training	5,955.90
01-1-1-54320	General Maintenance	225.00
01-1-1-54470	Travel Expense	396.79
01-1-1-54500	Operating Supplies	365.29
01-1-1-54680	Uniforms	682.02
01-1-1-54830	State & County Fees & Se...	6.00
01-1-1-58010	Telephone	1,426.35
01-1-1-91010	Interest Expense	132,841.85
01-1-2-53150	Outside Service	432.75
01-1-2-53160	Permits & Fees	200.00

Account Summary

Account Number	Account Name	Payment Amount
01-1-2-54500	Operating Supplies	1,209.69
01-1-2-54620	Repair & Maintenance	2,483.69
01-1-2-54650	Small Tools	948.85
01-1-2-54680	Uniforms	150.00
01-1-3-50010	MWA/AVW Admin. & Bio ...	3,073.90
01-1-3-53160	Permits & Fees	33,541.24
01-1-3-54500	Operating Supplies	1,689.64
01-1-3-54620	Repair & Maintenance	4,174.14
01-1-3-58110	Utilities	86,170.42
01-1-3-58115	Utilities - Solar Credits	-6,968.61
01-1-4-53140	Laboratory Analysis	395.50
01-1-5-54500	Operating Supplies	201.82
01-1-5-54620	Repair & Maintenance	13,131.94
01-1-5-58010	Telephone	174.22
01-1-6-53170	Software Support	11,431.25
01-1-6-54500	Operating Supplies	37.70
01-1-6-54620	Repair & Maintenance	2,578.45
01-1-6-54860	Postage & Mailing	2,352.67
01-1-6-54890	Printing	2,268.91
01-1-8-54410	Fuel Costs	8,227.13
01-1-8-54710	Vehicle Maintenance	7,503.91
01-1-9-53150	Outside Service	3,690.00
01-1-9-54800	Programs (Wtr Conservati...	245.00
01-7-0-24530	Retirement W/H Payable	2,754.26
01-7-7-51230	Employee Group Insurance	95.71
01-7-7-53150	Outside Service	8,122.50
01-7-7-53170	Software Support	33.98
01-7-7-54470	Travel Expense	543.32
01-7-7-54500	Operating Supplies	30.35
22-0-1-51230	Employee Group Insurance	65.45
22-0-1-54320	General Maintenance	420.00
22-0-1-54500	Operating Supplies	4.72
22-0-1-58010	Telephone	332.39
22-0-2-58110	Utilities	1,554.15
22-0-8-54380	Insurance - Vehicle	941.78
22-2-0-17000	CIP - Parks & Rec	5,494.75
22-2-0-24530	Retirement W/H Payable	2,301.67
22-2-0-24560	Retirement 457 W/H Pay...	8.48
22-2-1-54680	Uniforms	35.68
22-2-2-53150	Outside Service	2,164.00
22-2-2-54230	Dues & Subscriptions	165.00
22-2-2-54300	Equipment Rental / Lease	628.30
22-2-2-54620	Repair & Maintenance	551.32
22-2-2-54800	Programs (Park & Rec)	533.55
22-2-2-58110	Utilities	23.85
23-0-2-58210	Utilities - Street Lights	15.62
23-3-2-58210	Utilities - Street Lights	1,436.03
25-5-0-24530	Retirement W/H Payable	198.87
25-5-1-52210	Board Exp - Auto Expense	85.57
	Grand Total:	880,480.46

Project Account Summary

Project Account Key	Payment Amount
None	784,893.08
C0002 OUTSIDE SVCS	3,100.00
C0049 OUTSIDE SERVIC	3,935.00
C0057 LEGAL	2,585.00
C0078 OUTSIDE SVCS	5,494.75

Project Account Summary

Project Account Key	Payment Amount
C0084 OUTSIDE SVCS	15,034.30
C0086 OUTSIDE SVCS	3,086.03
C0092 OUTSIDE SVCS	5,776.44
C0093 OUTSIDE SVCS	45,441.32
C0095 OUTSIDE SVCS	6,963.50
C0096 OUTSIDE SVCS	4,171.04
Grand Total:	880,480.46

Agenda Item 3e

Adoption of Resolution No. 2022-08; Authorizing Remote Teleconference Meetings for the Period of March 6, 2022, to April 5, 2022

MEMORANDUM

DATE: March 2, 2022

TO: Board of Directors

FROM: Don Bartz, General Manager
By: Kim Ward, HR Manager/Executive Secretary

SUBJECT: Adoption of Resolution No. 2022-08; Authorizing Remote Teleconference Meetings for the Period of March 6, 2022, to April 5, 2022

STAFF RECOMMENDATION

For the Board to adopt Resolution No. 2022-08; Authorizing Remote Teleconference Meetings for the Period of March 6, 2022, to April 5, 2022, should the Board desire to continue holding remote teleconference meetings.

BACKGROUND

Since the enactment of Governor Gavin Newsom's Executive Order N-29-20, local legislative bodies in California have been able to hold public meetings by "teleconference" (a term which includes videoconferencing) without complying with certain Brown Act requirements for teleconference meetings.

These provisions were set to expire September 30, 2021, with a return to full Brown Act compliance on October 1, 2021. AB 361 was enacted to extend the COVID-19 exceptions to the Brown Act's teleconference requirements in any of the following circumstances:

- The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.
- The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
- The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

A local agency that holds a meeting under these circumstances is required by AB 361 to do all of the following, in addition to giving notice of the meeting and posting agendas as required under the Brown Act. These additional requirements are intended to protect the public's right to participate in the meetings of local agency legislative bodies:

- Allow the public to access the meeting and require that the agenda provide an opportunity for the public to directly address the legislative body pursuant to the Brown Act's other teleconferencing provisions;

- In each instance when the local agency provides notice of the teleconferenced meeting or posts its agenda, give notice for how the public can access the meeting and provide public comment;
- Identify and include in the agenda an opportunity for all persons to attend via a call-in or an internet-based service option; the legislative body need not provide a physical location for the public to attend or provide comments;
- Conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the public;
- Stop the meeting until public access is restored in the event of a service disruption that either prevents the local agency from broadcasting the meeting to the public using the call-in or internet-based service option, or is within the local agency's control and prevents the public from submitting public comments (any actions taken during such a service disruption can be challenged under the Brown Act's existing challenge provisions);
- Not require comments be submitted in advance (though the legislative body may provide that as an option), and provide the opportunity to comment in real time;
- Provide adequate time for public comment, either by establishing a timed public comment period or by allowing a reasonable amount of time to comment;
- If the legislative body uses a third-party website or platform to host the teleconference, and the third-party service requires users to register to participate, the legislative body must provide adequate time during the comment period for users to register, and may not close the registration comment period until the comment period has elapsed.

AB 361 also provides that, if the state of emergency remains active for more than 30 days, a local agency must make the following findings by majority vote every 30 days to continue using the bill's exemption to the Brown Act teleconferencing rules:

- The legislative body has reconsidered the circumstances of the emergency; and
- Either of the following circumstances exist: The state of emergency continues to directly impact the ability of members to meet safely in person, or State or local officials continue to impose or recommend social distancing measures.

This means that local agencies will have to put an item on the agenda of a Brown Act meeting once every thirty days to make findings regarding the circumstances of the emergency and vote to continue using the law's exemptions.

FISCAL IMPACT

None

ATTACHMENT(S)

Resolution No. 2022-08

RESOLUTION NO. 2022-08

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PHELAN PINON HILLS COMMUNITY SERVICES DISTRICT RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM, DECLARING THAT LOCAL EMERGENCY CONDITIONS PERSIST, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS AND ITS STANDING COMMITTEES FOR THE PERIOD MARCH 6, 2022, TO APRIL 5, 2022, PURSUANT TO BROWN ACT PROVISIONS

WHEREAS, the Phelan Pinon Hills Community Services District (the “District”) is committed to preserving and nurturing public access and participation in meetings of its Board of Directors; and

WHEREAS, all meetings of the District’s Board of Directors (the “Board”) and its standing committees are open and public, as required by the Ralph M. Brown Act (California Government Code Sections 54950-54963), so that any member of the public may attend, participate, and watch those bodies conduct their business; and

WHEREAS, the Brown Act, in Government Code Section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code Section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition for application of Government Code Section 54953(e) is that a state of emergency is declared by the Governor pursuant to Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the State caused by conditions as described in Government Code Section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, on March 4, 2020, Governor Gavin Newsom proclaimed a state of emergency to exist in California as a result of the threat of COVID-19, and such proclamation has not yet been lifted; and

WHEREAS, it is further required under Government Code Section 54953(e) that state or local officials have imposed or recommended measures to promote social distancing or that the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board previously adopted Resolution No. 2022-04 on February 2, 2022, finding that the requisite conditions exist for the Board and its standing committees to conduct remote teleconference meetings without compliance with Government Code Section 54953(b)(3); and

WHEREAS, as a condition of extending the use of the provisions set forth in Government Code Section 54953(e), the Board must reconsider the circumstances of the state of emergency that exists within the District, and the Board has done so; and

WHEREAS, emergency conditions persist within the District, specifically COVID-19 and its Delta variant, remain highly contagious and, therefore, a threat to the health, safety, and well-being of the District's employees, directors, vendors, contractors, customers, visitors, and residents; and

WHEREAS, directions from the San Bernardino County Department of Public Health and regulations from the State of California impose various social distancing restrictions and provide guidance on best practices with respect to actions to reduce the spread of COVID-19; and

WHEREAS, the Board does hereby find that a state of emergency continues to exist within the District's service area as a result of the continuing presence of COVID-19, which has caused, and will continue to cause, conditions of imminent risk to attendees of Board meetings, and has resulted in local, State, and federal social distancing orders and related guidance, and which has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and the Board desires to re-affirm that a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency persisting, the Board does hereby find that the Board and all standing committees thereof shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code Section 54953, as authorized by subdivision (e) of Government Code Section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of Government Code Section 54953; and

WHEREAS, the District will continue to provide proper notice to the public regarding all Board and standing committee meetings in accordance with Government Code Section 54953(e)(2) and shall continue to provide notice to the public of how they may access any such meeting via call-in number and/or internet link.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE PHELAN PINON HILLS COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board hereby considers the conditions of the state of emergency within the District and proclaims that a local emergency persists throughout the District as a result of the continuing presence of COVID-19, which continues to cause conditions of imminent risk to

attendees of the District's Board and standing committee meetings, and which have resulted in local, State, and federal social distancing orders and guidance, and that continuing to conduct the District's Board and standing committee meetings virtually will minimize the possible spread COVID-19 and any variant thereof.

Section 3. Re-Ratification of Governor's Proclamation of a State of Emergency. The Board hereby re-ratifies the Governor of the State of California's Proclamation of State of Emergency regarding COVID-19, dated March 4, 2020.

Section 4. Remote Teleconference Meetings. The District's General Manager, or his or her designee, and the Board and standing committees of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including but not limited to continuing to conduct open and public meetings in accordance with Government Code Section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) the expiration of thirty (30) days from the date this Resolution was adopted, as set forth below, or (ii) such time as the Board adopts a subsequent resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the Board and standing committees of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of Government Code Section 54953.

PASSED AND ADOPTED by the Board of Directors of the Phelan Pinon Hills Community Services District this 2nd day of March, 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

President, Board of Directors

ATTEST:

Secretary, Board of Directors

Agenda Item 4

Matters Removed from
Consent Items

Agenda Item 5

Presentations/Appointments

Agenda Item 6a

Discussion & Possible Adoption of
Resolution No. 2022-09; Establishing
a Conflict of Interest Code

MEMORANDUM

DATE: March 2, 2022

TO: Board of Directors

FROM: Don Bartz, General Manager
By: Kim Ward, HR Manager/Executive Secretary

SUBJECT: Discussion & Possible Action Regarding Resolution No. 2022-09; Establishing a Conflict of Interest Code

STAFF RECOMMENDATION

For the Board to adopt Resolution No. 2022-09; Establishing a Conflict of Interest Code.

BACKGROUND

A local agency's conflict of interest code must reflect the current structure of the organization and properly identify officials and employees who should be filing Statements of Economic Interests (Form 700s). A code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Form 700s. It helps provide transparency in local government as required under the Political Reform Act.

To ensure conflict of interest codes remain current and accurate, each local agency is required to review its code at least every even-numbered year. The County Board of Supervisors is the code reviewing body for county agencies. This Resolution was last updated on January 20, 2021.

The only substantive modification made was to the disclosure category wherein the Executive Management Analyst position was added.

FISCAL IMPACT

None

ATTACHMENT(S)

Resolution No. 2022-09 & Appendix

RESOLUTION NO. 2022-09
A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE PHELAN PINON HILLS COMMUNITY SERVICES DISTRICT
ADOPTING A CONFLICT OF INTEREST CODE

WHEREAS, the Phelan Pinon Hills Community Services District (“the District”) is a community services district organized and operating pursuant to California Government Code Section 61000 et seq., and a local government agency subject to the requirements of the Political Reform Act of 1974 (“the Act”), California Government Code Section 81000 et seq.;

WHEREAS, Section 87300 of the Act requires all local government agencies to adopt and promulgate conflict of interest codes pursuant to the provisions of the Act;

WHEREAS, the Fair Political Practices Commission (“the FPPC”) has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard conflict of interest code which can be incorporated by reference, and which may be amended by the FPPC after public notice and hearings to conform to amendments in the Act; and

WHEREAS, the District desires to comply with its statutory requirements under the Act and to provide a method to ensure that its Conflict of Interest Code is current and consistent with the prevailing provisions of the Act and the regulations of the FPPC.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Phelan Pinon Hills Community Services District as follows:

Section 1.

The terms of 2 Cal. Code of Regs. Section 18730, and any amendments to it duly adopted by the FPPC, are hereby incorporated herein by this reference and, along with the attached Appendix in which members and employees are designated and disclosure categories are set forth, shall constitute the District’s Conflict of Interest Code. In the event of any inconsistency between the attached Appendix and the prevailing provisions of the Act and/or the applicable regulations of the FPPC, the Act and the FPPC regulations shall control.

Section 2.

Designated officials shall file statements of economic interest with the District which will then be made available to the public for inspection and reproduction. Upon receipt of the statements from the District’s Board of Directors and General Manager, the Secretary of the District shall make and retain a copy and forward the original of said statements to the County Clerk of the County of San Bernardino. Statements for all other designated officials will be retained by the District Secretary.

Section 3.

This Resolution supersedes Resolution No. 2021-01 adopted by the District's Board of Directors on January 20, 2021, and shall take effect immediately upon its adoption.

ADOPTED this 2nd day of March, 2022, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

President, Board of Directors

ATTEST: _____
Board Secretary

APPENDIX

CONFLICT OF INTEREST AND DISCLOSURE CODE

SECTION 1. TABLE OF CONTENTS

	<u>Page</u>
Section 1 Table of Contents	1
Section 2 Adoption of Code	1
Section 3 Designated Positions	1
Section 4 Economic Disclosure Statements	1-2
Section 5 Place and Time of Filing	2
Section 6 Contents of Economic Disclosure Statements	2-4
Section 7 Disqualification	4-5
Section 8 Adoption by Incorporation	5
Exhibit "A" Categories	6-7
Exhibit "B" Designated Positions	8

SECTION 2. ADOPTION OF CODE

The Phelan Pinon Hills Community Services District ("the District") in the County of San Bernardino hereby adopts this Conflict of Interest and Disclosure Code ("Code"). The provisions of this Code are additional to the requirements of the Political Reform Act of 1974, California Government Code Section 81000 et seq. ("the Act"), the regulations of the Fair Political Practices Commission adopted in connection therewith, 2 California Code of Regulations Section 18109 et seq. ("the Regulations"), and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of the Act, the Regulations, and any amendments thereto, are incorporated herein and this Code shall be interpreted in a manner consistent therewith.

SECTION 3. DESIGNATED POSITIONS

The positions listed on Exhibit "B" are designated positions. Persons holding those positions are deemed to participate in the making of decisions which may foreseeably have a material effect on a financial interest.

SECTION 4. ECONOMIC DISCLOSURE STATEMENTS

Designated positions are assigned to one or more of the disclosure categories set forth on Exhibit "A." Each person holding a designated position shall file a statement disclosing his/her interest in investments, business positions, real property, and income, designated as reportable under the category to which his/her position is assigned on Exhibit "B."

SECTION 5. PLACE AND TIME OF FILING

5.01 Persons holding designated positions which are added to the Code shall file an initial statement within 30 days after the effective date of the Code.

5.02 Persons appointed, promoted, or transferred to designated positions shall file an assuming office statement with the District within 30 days after assuming the position.

5.03 Annual statements shall be filed with the District by April 1st by all persons holding designated positions. Such statements shall cover the period of the preceding calendar year or from the date of the last statement filed.

5.04 Leaving office statements shall be filed with the District within 30 days of leaving a designated position. Such statements shall cover the period from the closing date of the last statement filed to the date of leaving the position.

5.05 An individual who resigns a designated position within 12 months following initial appointment or within 30 days of the date of a notice mailed by the filing officer of the individual's filing obligation, whichever is earlier, is not deemed to assume or leave office, provided that during the period between appointment and resignation, the individual does not make, participate in making, or use the position to influence any decision of the District, or receive, or become entitled to receive, any form of payment by virtue of being appointed to the position. Within 30 days of the date of a notice mailed by the filing officer, the individual shall do both of the following:

- A. File a written resignation with the appointing power.
- B. File a written statement with the filing officer signed under the penalty of perjury stating that the individual, during the period between appointment and resignation, did not make, participate in the making or use the position to influence any decision of the District or receive, or become entitled to receive, any form of payment by virtue of being appointed to the position.

SECTION 6. CONTENTS OF ECONOMIC DISCLOSURE STATEMENTS

Statements shall be made on forms supplied by the District, and shall contain the following information.

6.01 When an investment, or an interest in real property, is required to be reported, the statement shall contain:

- A. A statement of the nature of the investment or interest;
- B. The name of the business entity in which each investment is held, and a general description of the business activity in which the business is engaged;
- C. The address or other precise location and the use of the real property;
- D. A statement whether the fair market value of the investment or interest in real

property equals or exceeds two thousand dollars (\$2,000) but does not exceed ten thousand dollars (\$10,000), whether it exceeds ten thousand dollars (\$10,000) but does not exceed one hundred thousand dollars (\$100,000), whether it exceeds one hundred thousand dollars (\$100,000) but does not exceed one million dollars (\$1,000,000) or whether it exceeds one million dollars (\$1,000,000); and

- E. If any otherwise reportable investment or interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the date of acquisition or disposal shall be reported.

6.02 When income is required to be reported, the statement shall contain:

- A. The name and address of each source of income aggregating five hundred dollars (\$500) or more in value, or fifty dollars (\$50) or more in value if the income was a gift, and a general description of the business activity, if any of each source;
- B. A statement whether the aggregate value of income from each source, or in the case of a loan, the highest amount owed to each source, was at least five hundred dollars (\$500) but did not exceed one thousand dollars (\$1,000), whether it was in excess of one thousand dollars (\$1,000) but not greater than ten thousand dollars (\$10,000), whether it was greater than ten thousand dollars (\$10,000) but not greater than one hundred thousand dollars (\$100,000), or whether it was greater than one hundred thousand dollars (\$100,000);
- C. A description of the consideration, if any, for which the income was received;
- D. In the case of a gift, the amount or value and the date on which the gift was received and the name, address, and business activity, if any, of the intermediary or agent and the actual donor;
- E. In case of a loan, the annual interest rate and security, if any, given for the loan; and
- F. The first report filed by a person holding a designated position shall disclose any reportable investments, interests in real property, business positions, and income received during the previous 12 months.

6.03 When the filer's pro rata share of income to a business entity or trust, including income to a sole proprietorship, is required to be reported, the statement shall contain:

- A. The name, address, and a general description of the business activity of the business entity; and
- B. The name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from such persons was equal to or

greater than ten thousand dollars (\$10,000) during a calendar year.

- 6.04 When business positions are required to be reported, the statement shall contain:
- A. The name, address, and a general description of the business entity;
 - B. The filer's job title or position; and
 - C. A statement whether the position was held throughout the entire reporting period and the dates the position was commenced or terminated, if not held during the entire reporting period.

SECTION 7. DISQUALIFICATION

Persons holding designated positions shall disqualify themselves from making or participating in the making or in any way attempting to use their official position to influence a governmental decision when it is reasonably foreseeable that the decision will have a material financial effect, distinguishable from its effect on the public generally, on:

7.01 The financial status of the person holding a designated position or that of his or her spouse or dependent children;

7.02 Any business entity located in, doing business in, owning real property in, or planning to do business in the jurisdiction of the person holding a designated position, in which said person, or his or her spouse or dependent child, has a reportable investment of \$2,000 or more;

7.03 Any real property located in the jurisdiction of the person holding a designated position and said person, or his or her spouse or dependent child, has a reportable interest of \$2,000 or more in that real estate;

7.04 Any person, business entity, or nonprofit entity located in, doing business in, owning real property in, or planning to do business in, the jurisdiction of the person holding a designated position, from which said person or his or her spouse has received reportable income, other than loans by a commercial lending institution in the regular course of business, aggregating five hundred dollars (\$500) or more in value within twelve months prior to the time the decision is made;

7.05 Any person, business entity, or nonprofit entity from which the person holding a designated position has received a reportable gift aggregating five hundred dollars (\$500) or more in value within twelve months prior to the time the decision is made; and

7.06 Any business entity, other than a nonprofit organization, in which the person holding a designated position is a director, officer, partner, trustee, employee, or holds any position of management.

SECTION 8. ADOPTION BY INCORPORATION

Adoption by incorporation by reference of the terms of this Code along with the

designation of employees and the formulation of disclosure categories in the Exhibits referred to above constitute the adoption and promulgation of a Conflict of Interest and Disclosure Code.

CONFLICT OF INTEREST AND DISCLOSURE CODE

Exhibit "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the District.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

The Act defines investment as follows:

"Investment" means any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments, and any partnership or other ownership interest owned directly, indirectly, or beneficially by the public official, or other filer, or his or her immediate family, if the business entity or any parent, subsidiary, or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction, or has done business within the jurisdiction at any time during the two years prior to the time any statement or other action is required under this title. No asset shall be deemed an investment unless its fair market value equals or exceeds two thousand dollars (\$2,000). The term "investment" does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, interest in a diversified mutual fund registered with the Securities and Exchange Commission under the Investment Company Act of 1940 or in a common trust fund created pursuant to Section 1564 of the Financial Code, interest in a government defined-benefit pension plan, or any bond or other debt instrument issued by any government or government agency. Investments of an individual include a pro rata share of investments of any business entity, mutual fund, or trust in which the individual or immediate family owns, directly, indirectly, or beneficially, a 10-percent interest or greater.

According to the Act, a business position is a position of director, officer, partner, trustee, employee, or any position of management in any organization or enterprise operated for profit, including but not limited to a proprietorship, partnership, firm, business trust, joint venture, syndicate, corporation or association.

CATEGORY 3

Persons in this category shall disclose all income as defined in Government Code Section 82030.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income

(including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the District and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Consultants who are not employed as full-time staff members of the District shall nonetheless be included as a designated employee and subject to the disclosure requirements herein. However, those consultants whose positions are marked with an asterisk (*) in Exhibit "B" of this Code, or any other consultants which may be hired, may not be required to fully comply with the disclosure requirements herein where the range of duties which they are hired to perform is limited in scope. Such determination shall be made in writing by the General Manager of the District and shall include a description of the consultant's duties and, based upon that description, a statement of the extent of the consultant's disclosure requirements, if any. This determination is a public record and shall be retained for public inspection in the same manner and location as this Code.

CONFLICT OF INTEREST AND DISCLOSURE CODE

Exhibit "B"

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORIES</u>
Director	1-3
General Manager	1-3
Treasurer	1-3
Assistant General Manager/CFO	4
Water Operations Manager	4
Human Resources Manager / Executive Secretary	4
Engineering Manager	4
Executive Management Analyst	4
Consultant*	5

Agenda Item 6b

Discussion & Possible Action
Regarding Temporary Facility Use
Agreement with Asplundh
Construction for APN 3066-26-110

MEMORANDUM

DATE: March 2, 2022

TO: Board of Directors

FROM: Don Bartz, General Manager
By: Kim Ward, HR Manager/Executive Secretary

SUBJECT: Discussion & Possible Action Regarding Temporary Facility Use Agreement with Asplundh Construction for APN 3066-26-110

STAFF RECOMMENDATION

For the Board to authorize staff to prepare and execute a new Temporary Facility Use Agreement with Asplundh Construction for APN 3066-26-110 to extend the use period to August 20, 2022.

BACKGROUND

Asplundh Construction approached the District regarding utilizing APN 3066-26-110, the vacant lot next to the District Office, for a light duty construction yard for the storage of commercial autos, trailers, and equipment for the jobs in which it is involved in. On March 3, 2021, the Board approved a facility use agreement for \$2,500 per month for a term of 8 months.

On November 17, 2021, an extension until April 20, 2022, was authorized and the monthly fee increased to \$5,000. The term is set to expire April 20, 2022, and Asplundh Construction has requested an additional extension until August 20, 2022, and has offered to increase the fee from \$5,000/month to \$6,500/month for the period of April 20, 2022 – August 20, 2022. After the term expires, Asplundh Construction requests use of the site on a month-to-month consideration until construction of the District's projects begins.

FISCAL IMPACT

Additional revenue of \$26,000

ATTACHMENT(S)

Existing Facility Use Agreement

FACILITY USE AGREEMENT

THIS AGREEMENT is made this 17th day of November, 2021, by and between PHELAN PINON HILLS COMMUNITY SERVICES DISTRICT, a public agency (hereinafter "the District"), and Asplundh Construction, Inc. (hereinafter "User").

RECITALS

A. The District is the owner of certain real property, APN #3066-261-10, located on Sheep Creek Road in Phelan, California ("the Property").

B. User wishes to temporarily use approximately five (5) acres of the Property as depicted in Exhibit "A" attached hereto and incorporated herein by this reference ("the Premises") for the purpose of operating a dust-free, light duty construction yard for the storage of commercial autos, trailers, and equipment for the jobs in which it is involved thereon.

C. The purpose of this Agreement is to set forth the terms and conditions under which the District will permit User to temporarily use the Premises.

COVENANTS

NOW THEREFORE, in consideration of the preceding Recitals and the mutual Covenants contained herein, the parties hereto agree as follows:

Section 1. TEMPORARY USE OF PREMISES

Subject to User's satisfactory compliance with all of the terms and conditions set forth herein as determined by the District in the exercise of its sole discretion, the District hereby permits User to temporarily use the Premises beginning on or about November 17, 2021, and ending April 20, 2022, in the limited manner as strictly provided in this Agreement and in accordance with all rules, regulations, and requirements of the District. Notwithstanding anything to the contrary, the District expressly reserves the right and prerogative to revoke such permission, adjust the location of the Premises, and to terminate User's entitlements herein at any time in the exercise of the District's sole discretion.

Section 2. FEES

(a) Amount. In consideration for temporary use of the Premises, User shall pay a fee to the District in an amount of \$5,000 per month ("Fee") prior to the beginning of the Term.

(b) Security Deposit. Concurrently with User's execution of this Agreement, User shall deposit with the District a cash sum in the amount of \$2,500 ("Security Deposit"). The District shall hold the Security Deposit as security for the performance of User's obligations under this Agreement. If User defaults on any provision of this Agreement, the District may (but

shall not be required to), without prejudice to any other remedy it has, apply all or part of the Security Deposit to: (1) the Fee or any other sum in default; (2) any amount that the District may spend or become obligated to spend in exercising the District's rights under this Agreement; and/or (3) any expense, loss, or damage that the District may suffer due to User's default. User waives the provisions of California Civil Code Section 1950.7, and all other provisions of law now in force or that become in force after the date of execution of this Agreement, that provide that the District may claim from the Security Deposit only those sums reasonably necessary to remedy defaults in the payment of the Fee, to repair damage caused by the Tenant, or to clean the Premises. User and the District agree that the District may, in addition, claim those sums reasonably necessary to compensate the District for any other foreseeable or unforeseeable loss or damage caused by the act or omission of User or User's officers, agents, employees, independent contractors, or invitees.

Section 3. PURPOSE OF USE

User's use of the Premises shall be strictly limited to utilizing the Property as a dust-free, light duty construction yard for the storage of commercial autos, trailers, and equipment for the jobs in which it is involved in. A job site trailer/office will also be stored on the property. Use of the Property shall be in a reasonable and lawful manner that is not otherwise inconsistent with the terms and conditions of this Agreement and any and all requirements of the District. User agrees not to use or permit the use of the Premises for any purpose not specifically allowed in this Agreement and any amendments thereto without first obtaining prior written consent from the District. User also agrees to exercise due diligence in the protection of the Premises from damage or destruction by fire, vandalism, earthquake, floods, or other cause.

Section 4. NO WASTE, NUISANCE, OR UNLAWFUL USE

User shall not commit, or allow to be committed, on the Property any waste thereon, nor the presence, use, manufacture, handling, generation, storage, treatment, discharge, release, burial, or disposal of any hazardous substance which is or becomes listed, regulated, or addressed under any federal, state, or local statute, law, ordinance, resolution, code, rule, regulation, order or decree, nor create or allow any nuisance to exist on the Property, nor permit any unlawful or undocumented workers on the Property, nor use or allow the Property to be used for any illegal or unconstitutional purpose. User, at its sole cost and expense, shall be solely responsible for ensuring that the Premises, and User's use and occupancy thereof, complies with all of the requirements of all local, state, and federal authorities now in force, or which may be in force, including but not limited to those identified in Section 10 of this Agreement.

Section 5. REPAIRS AND MAINTENANCE

User, at its own expense, shall be responsible for all costs associated with any repair and/or replacement of the Premises caused by the acts or omissions of User and/or its officers, employees, volunteers, agents, guests, and/or invitees. User shall not alter the Premises nor construct any improvements thereon without the prior written consent of the District. User shall install, and maintain in good condition, privacy skirting along fencing.

Section 6. ACCESS TO PREMISES AND OTHER PROPERTY INTERESTS

The District shall have full access to the Premises at all times. User's rights under this Agreement are subject to all applicable leases, agreements, easements, licenses, rights of way, and other property rights currently in existence. User shall not interfere, in any way, with the interests of any person or entity that may presently, or in the future, hold any easement, license, right of way, or other interest, upon, across, above, or under the Property; nor shall User interfere, in any way, with the rights of ingress and egress of such interest holders. The District further reserves the right to grant additional leases, agreements, easements, licenses, and/or rights of way to other parties as may be deemed necessary by the District in its sole discretion, including such arrangements as the District may make with other parties for their use of the Premises. User will have access to storage as determined by the General Manager or his/her designee. Use of the District's electronic sign will be available subject to the District's Electronic Sign Policy.

Section 7. NON-DISCRIMINATION

User shall not permit any practice of discrimination against, or segregation of, any person or group of persons on account of sex, race, color, creed, marital status, age, sex, religion, handicap, national origin, or ancestry in its enjoyment, use, and/or occupancy of the Premises.

Section 8. NO REPRESENTATIONS OR WARRANTIES

It is expressly understood by User that the physical condition of the Premises as of the effective date of this Agreement is such that if the temporary use thereof is provided to User as-is without any representation or warranty. The District makes no express or implied representations or warranties concerning the Property or its fitness for any particular purpose. User shall bear the costs of any action necessary to place the Premises in a condition that meets the requirements of law or that is otherwise suitable for the use contemplated herein. The District shall not be held liable to User or to any other party for any losses incurred or damages sustained as a direct or indirect result of the condition of the Property or any use or failure thereof.

Section 9. LIABILITY FOR DAMAGES

The District shall not be held liable or responsible for any debts or claims that may arise from the operation of this Agreement, or for any damage claims for injury to persons, including User and its agents or employees, or for property damage, or for other loss to any vehicle or the contents thereof, from any cause arising out of or in any way related to User's obligations hereunder or its use or occupancy of the Premises, including those arising out of damages or losses occurring on the Property or areas adjacent thereto.

User hereby expressly waives and releases the District and its agents, officers, directors, and employees from any and all liability for the claims, actions, and/or losses set forth above and

for any costs and expenses incurred in connection therewith. Notwithstanding the provisions of California Civil Code ' 1542, which provides as follows:

“A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release and that, if known by him or her, would have materially affected his or her settlement with the debtor or released party”

User expressly waives and relinquishes all rights and benefits afforded to User thereunder and under any and all similar laws of any state or territory of the United States with respect to the claims, actions, and/or losses referenced in the first paragraph of this section. This Agreement shall act as a release of future claims that may arise from the aforementioned whether such claims are currently known, unknown, foreseen, or unforeseen. User understands and acknowledges the significance and consequences of such specific waiver of Civil Code ' 1542 and hereby assumes full responsibility for any injuries, damages, losses, or liability that may result from the claims identified above. If requested by the District, User must also require all individuals participating in activities on the Property to duly execute a written release on a separate form approved in writing by the District and filed with the District.

Section 10. HOLD HARMLESS

Excepting the sole or active negligence or willful misconduct of the District, User agrees to indemnify and hold the District and its officers, directors, agents, and employees, harmless from and against all claims and liabilities of any kind arising out of, in connection with, or resulting from, any and all acts or omissions on the part of User and/or its subtenants, agents, guests, invitees, trespassers, contractors, consultants, and employees in connection with the performance of their obligations under this Agreement or their use, possession, and/or occupancy of the Premises, and defend the District and its officers, directors, agents, and employees from any suits or actions at law or in equity and to pay all court costs and counsel fees incurred in connection therewith.

In addition, User agrees to defend, indemnify, and hold the District and its officers, directors, agents, and employees harmless from and against and all claims, losses, liabilities, damages, demands, actions, judgments, causes of action, assessments, penalties, costs, expenses (including, without limitation, the reasonable fees and disbursements of legal counsel, expert witnesses, and accountants), and all foreseeable and unforeseeable consequential damages which might arise or be asserted against the District and/or User, with regard to the condition of the Property or the activities conducted thereon, which are alleged and/or determined to be tortious and/or in violation of present and future federal, state, and local laws (whether under common law, statute, rule, regulation, or otherwise).

Section 11. INSURANCE

(a) Security. The District reserves the right to demand at any time during the term of this Agreement and any extensions thereof that User procure and maintain bonds from an acceptable surety, cash deposits, or other form of security in amounts and upon terms deemed sufficient by the District in its sole discretion to protect the District from any and all exposure to loss or liability.

(b) Coverage. In addition, User shall procure and maintain during the term of this Agreement and any extensions thereof such policies of insurance as will protect it and the District in such a manner and in such amounts as set forth below. The premiums for such insurance coverage shall be paid by User. The failure to comply with these insurance requirements may constitute a material breach of this Agreement at the sole discretion of the District.

(1) Certificates of Insurance. No later than ten (10) calendar days after execution of this Agreement, User shall furnish the District with Certificates of Insurance and endorsements verifying the insurance coverage required by this Agreement is in full force and effect. The District reserves the right to require complete and accurate copies of all insurance policies required under this Agreement.

(2) Required Provisions. The insurance policies required by this Agreement shall include the following provisions or have them incorporated by endorsement(s):

(i) Primary Coverage. The insurance policies provided by User shall be primary insurance and any self-insured retention and/or insurance carried by or available to the District or its employees shall be excess and non-contributory coverage so that any self-insured retention and/or insurance carried by or available to the District shall not contribute to any loss or expense under User's insurance.

(ii) Additional Insured. The policies of insurance provided by User, except Workers' Compensation, shall include as additional insureds: the District, its directors, officers, employees, and agents when acting in their capacity as such in conjunction with the performance of this Agreement. Such policies shall contain a "severability of interests" provision, also known as "Cross liability" or "separation of insured".

(iii) Cancellation. Each certificate of insurance and insurance policy shall provide that the policy may not be non-renewed, canceled (for reasons other than non-payment of premium) or materially changed without first giving thirty (30) days advance written notice to the District, or ten (10) days advance written notice in the event of cancellation due to non-payment of premium.

(iv) Waiver of Subrogation. The insurance policies provided by User shall (1) contain a waiver of subrogation against the District, its directors, officers, employees and agents for any claims arising out of this Agreement, or (2) allow User to waive subrogation, in writing, before any loss, in which case this provision of the Agreement shall be

deemed to be User's written waiver of subrogation against the District for any and all losses covered by any and all insurance policies required under this Agreement.

(v) Claim Reporting. User shall not fail to comply with the claim reporting provisions or cause any breach of a policy condition or warranty of the insurance policies required by this Agreement that would affect the coverage afforded under the policies to the District.

(vi) Deductible/Retention. If the insurance policies provided by User contain deductibles or self-insured retentions, any such deductible or self-insured retention shall not be applicable with respect to the coverage provided to the District under such policies. User shall be solely responsible for any such deductible or self-insured retention and the District, in its sole discretion, may require User to secure the payment of any such deductible or self-insured retention by a surety bond or an irrevocable and unconditional letter of credit.

(3) Insurance Company Requirements. User shall provide insurance coverage through insurers that have at least an "A" Financial Strength Rating and a "VII" Financial Size Category in accordance with the current ratings by the A. M. Best Company, Inc. as published in *Best's Key Rating Guide* or on said company's web site. In addition, any and all insurers must be admitted and authorized to conduct business in the State of California and be a participant in the California Insurance Guaranty Association, as evidenced by a listing in the appropriate publication of the California Department of Insurance.

(4) Policy Requirements. The insurance required under this Agreement shall meet or exceed the minimum requirements as set forth below:

(i) Workers' Compensation. User shall maintain Workers' Compensation insurance as required by law in the State of California to cover User's obligations as imposed by federal and state law having jurisdiction over User's employees and Employers' Liability insurance, including disease coverage, of not less than \$1,000,000. Even if User contends that it has no employees, User shall obtain a policy to cover its potential exposure on a payroll basis of "if any" for the workers' classification applicable to User's occupancy under this Agreement.

(ii) General Liability. User shall maintain Comprehensive General Liability insurance with a combined single limit of not less than \$1,000,000 per occurrence or claim and \$2,000,000 aggregate. The policy shall include, but not be limited to, coverage for bodily injury, property damage, fire legal liability, personal injury, products, completed operations and contractual to cover, but not be limited to, the liability assumed under the indemnification provisions of this Agreement. In the event the Comprehensive General Liability insurance policy is written on a "claims made" basis, coverage shall extend for two years after expiration or termination of this Agreement.

(iii) Automobile Liability. User shall maintain a Commercial Automobile Liability insurance with a combined single limit for bodily injury and property

damage of not less than \$2,000,000 each occurrence for any owned, hired, or non-owned vehicles.

(iv) Property Insurance. User shall maintain property insurance in an amount sufficient to cover the full replacement cost for (1) any physical damage to or destruction of any and all structures, improvements, or other real property (not including the land) on the Property, and (2) any physical damage to or destruction of any and all personal property of any person, other than User, that is on the Property. The determination of the specific dollar amounts of property coverage that will be sufficient for this section shall be in the sole discretion of the District.

(v) Manner of Satisfaction. The insurance required in subsections (ii) through (iv) above may be provided by separate policies of insurance or combined into a single package policy.

Section 12. EFFECT OF DISTRICT'S WAIVER

Any failure by the District to enforce any provision of this Agreement, or any waiver thereof by the District, shall not constitute a waiver of its right to enforce subsequent violations of the same or any other terms or conditions herein.

Section 13. ATTORNEYS' FEES

If either the District or User is the prevailing party in any legal dispute caused by the non-prevailing party, which said legal dispute arose out of, under, in connection with, or in relation to this Agreement, and any amendments thereto, or the breach thereof, the prevailing party shall be entitled to receive from the non-prevailing party all attorneys fees and costs actually incurred by the prevailing party in connection therewith. In any such action, arbitration, mediation, or other proceeding, the entitlement to recover attorney's fees and costs will be considered an element of costs and not of damages.

Section 14. NOTICE

All notices, demands, or other writing in this Agreement required to be given or made or sent, or which may be given or made or sent, by either party hereto to the other, shall be deemed to have been fully given or made or sent when in writing and deposited in the United States mail, certified and postage prepaid, and addressed as follows:

To the District: Phelan Pinon Hills Community Services District
4176 Warbler Road
P.O. Box 294049
Phelan, CA 92329-4049
Attention: General Manager

To User: Asplundh Construction
7431 Walnut Ave

Buena Park, CA 90621
Attn: Josh Stewart, Region 211 Regional Manager

The address to which any notice, demand, or other writing may be given or made or sent to any party as above provided may be changed by written notice given by such party as above provided.

Section 15. SUCCESSORS AND ASSIGNS

User shall not sublet, assign, mortgage, pledge, hypothecate, or otherwise dispose of the Property, or any part thereof, or any right or privilege connected therewith, or to allow any other person, except User's agents and employees, to occupy the Property or any part thereof, without first obtaining the written consent of the District. Any such consent by the District shall not constitute consent to any subsequent assignment, sublease, or occupation by User or other persons. User's unauthorized assignment, sublease, or license to occupy shall be void, and shall terminate this Agreement at the District's option. User's interest in this Agreement is not assignable by operation of law, nor is any assignment of its interest herein, without the written consent of the District.

Section 16. INUREMENT

This Agreement and the covenants and conditions hereof apply to and are binding upon the heirs, successors, legal representatives, and assigns of the parties hereto.

Section 17. INTEGRATION AND AMENDMENT

This Agreement constitutes the entire understanding of the parties hereto with respect to the subject matter hereof and supersedes any and all prior agreements, whether oral or written, between the parties in connection therewith. This Agreement may not be amended unless in writing and signed by both parties hereto.

Section 18. CAPTIONS

The captions of sections and subsections of this Agreement are for reference only and are not to be construed in any way as a part of this Agreement.

Section 19. INTERPRETATION AND ENFORCEMENT

This Agreement shall not be construed against the party preparing it, but shall be construed as if both parties jointly prepared this Agreement and any uncertainty or ambiguity contained herein shall not be interpreted against the party responsible for the drafting thereof. This Agreement shall be enforced and governed by and under the laws of the State of California, and venue for any action brought to interpret and/or enforce any provision of this Agreement shall be in a state or federal court located in the State of California with jurisdiction in the County of San Bernardino.

Section 20. TIME OF THE ESSENCE

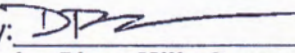
Time is of the essence in this Agreement and each and every provision thereof.

Section 21. AUTHORITY

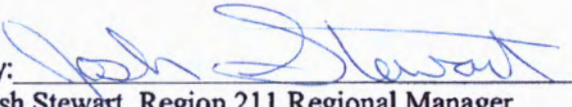
The persons executing this Agreement hereby represent and warrant that they are fully and duly authorized and empowered to so execute on behalf of each of the respective parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their respective officers as of the date first above written.

DISTRICT

By: 
Phelan Pinon Hills Community Services District
General Manager

USER

By: 
Josh Stewart, Region 211 Regional Manager
Asplundh Construction, Inc.

Agenda Item 6c

Update on the Proposed Civic
Center & Phelan Park Expansion
Projects



A. 4176 Warbler Road
P.O. Box 294049
Phelan, CA 92329
P. (760) 868-1212
F. (760) 868-2323
W. www.pphcsd.org

MEMORANDUM

DATE: March 2, 2022

TO: Board of Directors

FROM: Don Bartz, General Manager
By: Kim Ward, HR Manager/Executive Secretary

SUBJECT: Update on the Proposed Civic Center & Phelan Park Expansion Project

STAFF RECOMMENDATION

None

BACKGROUND

Staff will update the Board on the Proposed Civic Center and Phelan Park Expansion Project.

FISCAL IMPACT

None

ATTACHMENT(S)

None

Agenda Item 6d

Update on the Status of
Negotiations for the Consolidation
of Sheep Creek Mutual Water
Company into the District



A. 4176 Warbler Road
P.O. Box 294049
Phelan, CA 92329
P. (760) 868-1212
F. (760) 868-2323
W. www.pphcsd.org

MEMORANDUM

DATE: March 2, 2022

TO: Board of Directors

FROM: Don Bartz, General Manager
By: Kim Ward, HR Manager/Executive Secretary

SUBJECT: Update on the Status of Negotiations for the Consolidation of Sheep Creek Mutual Water Company into the District

STAFF RECOMMENDATION

None

BACKGROUND

Staff will update the Board on the status of negotiations for the consolidation of Sheep Creek Mutual Water Company.

FISCAL IMPACT

None

ATTACHMENT(S)

None

Agenda Item 7

Committee Reports/Comments

SPECIAL LEGISLATIVE COMMITTEE MEETING MINUTES

February 17, 2022
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

- Board Members Present:** Deborah Philips, Chair
Kathy Hoffman, Board President
- Board Members Absent:** None
- Staff Present:** Kim Ward, HR Manager/Executive Secretary
- Guests/Public:** Cheryl Rhoden

Call to Order

Vice President Philips called the meeting to order at 3:00 p.m.

Roll Call

All Committee Members were present at Roll Call.

1) Approval of Agenda

Director Hoffman moved to approve the Agenda. Vice President Philips seconded the motion. Motion passed unanimously.

2) **Public Comment** – Cheryl Rhoden may have comments after the staff report.

3) Approval of Minutes

Vice President Philips moved to approve the Minutes. Director Hoffman seconded the motion. Motion passed unanimously.

4) Update from Representatives

- **County Supervisor**

Sam Shoup, Field Representative for Supervisor Cook, reported on partial funding for widening of Phelan Rd. Operation Hammerstrike had a very successful week. He will look into the status of the planned traffic light on Phelan Rd. and Clovis Rd.

- **State Assembly**

Kassie Vickers, Field Representative for Assemblyman “Smitty” Smith, reported that AB AB1400 died and thanked everyone for the opposition calls over the last few weeks. She discussed newly introduced bills AB1725 – an amendment for illegal cannabis cultivation penalties, AB1874 – to change price cap for unlicensed contract work, AB 2105 – reduces contractor license fees for Veterans, and AB2333 – protects peace officers and immediate families (reintroduction of AB2).

5) **Staff Reports/Committee Comments**

Ms. Ward reported that staff recommends to not move forward with the ballot measure at this time and to revisit it in a couple years. The ballot measure will be removed from the CIP Budget.

6) **Review of Action Items**

a) **Prior Meeting** – None

b) **Current Meeting** – None

7) **Set Agenda for Next Meeting** – May 12, 2022

8) **Adjournment**

With no further business before the Committee, the meeting adjourned at 3:09 p.m.

Agenda materials can be viewed online at <https://www.pphcsd.org>

Agenda Item 8

Staff & General Manager's Report



Phelan Piñon Hills Community Services District

4176 Warbler Road - PO Box 2940449 - Phelan, CA 92329-4049 - (760) 868-1212 - Fax (760) 868-2323

Assistant General Manager / CFO's Report

January 2022

FINANCIAL DATA:

Enterprise Fund (Water Operations)				
	January	YTD	Total Budget	% of Total Budget
Operational Revenue	\$439,527.67	\$4,530,830.97	\$6,860,395.16	66%
Operational Expenses	\$490,842.30	\$4,231,404.79	\$7,373,585.19	57%
Net Income (Loss)	-\$51,314.63	\$299,426.18	-\$513,190.03	-58%
Non-Operational Revenue	\$145,840.80	\$1,068,826.65	\$2,274,392.05	47%
Non-Operational Expenses	\$132,841.85	\$87,930.31	\$1,150,755.95	8%
Net Income (Loss)	\$12,998.95	\$980,896.34	\$1,123,636.10	87%
Total Revenue	\$585,368.47	\$5,599,657.62	\$9,134,787.21	61%
Total Expense	\$623,684.15	\$4,319,335.10	\$8,524,341.14	51%
Total Net Income (Loss)	-\$38,315.68	\$1,280,322.52	\$610,446.07	210%
Capital Outlay/Principal Pmts/C6		\$1,819,384.91	\$2,883,400.00	

Government Funds (Parks, Street Lighting, Solid Waste & Recycling)				
	January	YTD	Total Budget	% of Total Budget
Operational Revenue	\$39,454.52	\$297,504.40	\$448,426.55	66%
Operational Expenses	\$38,148.89	\$330,257.78	\$723,642.29	46%
Net Income (Loss)	\$1,305.63	-\$32,753.38	-\$275,215.74	12%
Non-Operational Revenue	\$25,691.60	\$812,502.05	\$1,192,617.93	68%
Non-Operational Expenses	\$66.49	\$89,819.83	\$3,277.60	2740%
Net Income (Loss)	\$25,625.11	\$722,682.22	\$1,189,340.33	61%
Total Revenue	\$65,146.12	\$1,110,006.45	\$1,641,044.48	68%
Total Expense	\$38,215.38	\$420,077.61	\$726,919.89	58%
Total Net Income (Loss)	\$26,930.74	\$689,928.84	\$914,124.59	75%

GOVERNMENT FUNDS:	General	Parks and Rec	Street Lighting	Property Tax	Solid Waste	Total
Revenue YTD	123,693.02	6,657.15	-14.40	814,017.32	165,653.36	1,110,006.45
Expense TYD	91,211.58	305,914.32	2,991.02	2,012.89	17,947.80	420,077.61
Total Net Income (Loss)	32,481.44	-299,257.17	-3,005.42	812,004.43	147,705.56	689,928.84

	Enterprise	Government	Total
Cash Available	\$1,158,767.36	\$7,474,123.98	\$8,632,891.34
Cash Reserves	\$10,901,977.70	\$639,597.00	\$11,541,574.70
Total Cash	\$12,060,745.06	\$8,113,720.98	\$20,174,466.04

ADMINISTRATIVE DATA: January 2022

Water Consumption (HCF):	October	November	December	January
2021/2022	92,468	71,157	72,636	72,762
2020/2021	105,801	72,249	70,506	57,387
2019/2020	90,410	69,686	46,047	55,280

Meters In Ground:	October	November	December	January
2021/2022	7132	7135	7141	7150

Meter Permits Issued:	October	November	December	January
2021/2022	11	5	7	6

Lock-offs:	October	November	December	January
2021/2022	0	0	0	132

Note: SB998 rules adopted by the District were effective February 1, 2020. First disconnections under the new rules were scheduled for March 2020.

Due to COVID-19 disconnections were deferred beginning March 16, 2020.

Customer Service A/R Activities	January Quantity		January \$ Received	
Payments				
Cash	393	6.81%	\$49,252.24	6.76%
Check	587	10.18%	\$206,162.89	28.29%
Credit Card (counter)	162	2.81%	\$49,052.02	6.73%
Mail	1,411	24.46%	\$107,432.67	14.74%
Online	3,215	55.74%	\$316,828.14	43.48%
TOTAL	<u>5,768</u>	<u>100.00%</u>	<u>\$728,727.96</u>	<u>100.00%</u>

Payments Received and Processed	January Quantity	Enterprise	Government
Water	5,750	5,750	
Gvmt (Rentals, Classes, Franchise fee, et	18		18
	<u>5,768</u>	<u>5,750</u> 99.7%	<u>18</u> 0.3%

Customer Service Other Activities	January Quantity	Enterprise	Government
Service Orders Processed	573	573	
Assisted Customers at Counter	1,142	1,124 98.4%	18 1.6%
	<u>1,715</u>	<u>1,697</u>	<u>18</u>

Engineering Manager's Report

March 2, 2022

Alternative Energy - 1.16 MW Solar Photovoltaic

The generation report from November to December has been disconnected. A customer ticket was issued to resolve the SunPower Portal reporting with their customer service team. Reporting during this period will be included in the February Manager's report. Monthly generation reports are issued the second week of the following month.

The District is scheduled to register its solar generation, Renewable Energy Credits (REC's), with the U.S. Department of Energy, Energy Information Administration (EIA) no later than March 4, 2022 for 2021 generation. The District has registered 2,658 MWh (2,657,613 kWh) for the year 2020.

Scheduled services are part of 10-year SunPower Operations and Maintenance contract. The O&M contract includes two (2) module cleanings each year through October 2025. The District is into its 7th year of the contract, beginning early November each year, and expires in 2026. Included are two solar module cleaning, in early Spring and Summer for maximize generation. Annual preventative maintenance work was performed on February 25. Maintenance includes, IR imaging, IV curve tracing, torque checks, inverter cleaning, and tracker greasing.

Geographic Information System (GIS)

Mobile access to the GIS data is secured using Single Sign-on (SSO) and virtual private network (VPN) connections. This is possible with the ESRI small utility agreement with access to all ESRI's software and tools. SEDARU is another component to mobile application with continue to provide system logging, system maintenance, service and work orders processes integrated with Tyler, hydraulic model, and positive response DigAlert.

Water system and facilities as-built plans are now mobile accessible, by staff, through Portal providing immediate access to infrastructure information. Wells, booster stations and reservoir sites will be included concluding updated imagery and photos. A Capital Improvement Project (CIP) and mainline extension dashboards is now in-place. Staff has developed a beta test version of a digital mobile application for vehicle logging. The application could be deployed in mid-March. A mobile system backflow management application is in design.

Reservoir 6A, Pressure Zone 7 Expansion (nothing new to report)

Staff recommends expanding Pressure Zone 7 with the installation of water pipeline at two locations: Mescalero Road, between Quail Road and Snowline Road, with 740 LF of proposed 6-inch water pipeline; and Piñon Hills Road, between Nielson Road and Maria Road, with 1,300 LF of proposed 8-inch water pipeline. Design plans were prepared in-house. The installation is proposed to be constructed by field staff. The hydraulic model validated the Pinon Hills Road water pipeline project will improvement system pressure performance west of Mountain Road on Maria Road. This

project is listed under the priority table of the Water Master Plan CIP table and proposed budgeted for FY 2022-2023. The Water Master Plan has proposed capacity at Reservoir site 6A with an additional 2.2 MG. Preliminary layout proposes a tank between Sheep Creek's tank and the existing District's 0.42 MG.

Civic Center / Community Center and Future Phelan Park expansion

The second comment from County for grading plan/utility plan for the Civic Center and the Sheep Creek Road Street Improvement plan have been addressed and resubmitted and waiting for County comments as well for the Landscape Plan and construction documents for the Civic Center building. Staff is reviewing the draft IS/MND CEQA study.

Assembly Bill 52 (AB 52), which became law January 1, 2015, requires that public agencies formally consult with California Native American Tribes that request such consultation in writing. As part of California Environmental Quality Act (CEQA) review process, the consultation seeks to identify potential impacts to a new category of resource called Tribal Cultural Resources (TCRs). The designation of a TCR considers tribal cultural values in addition to scientific and archaeological values when determining potential impacts and mitigation. An impact to a TCR may result in a significant impact under CEQA. Notices were mailed out on February 9th per AB52 requirements. They are given 30-days to response. District has received a response, with "no comments" from the Quechan Indian Tribe. The County has also received a copy for comments.

Permission was granted by the benefiteres of Sahara Road, SJUSD and Gary Van Dam (property owner of APN 3066-251-05 and -06). Written permission was conditioned to proceed with the abandonment process. The ingress and egress easement, for APN's 3066-251-05 and -06. District legal is reviewing the documents prior to signature.

Future Well No. 15 and 16

The purchase of the east 5.0-acre portion of the 40-acre parcel has closed escrow in early October. Dodson and Associates is preparing the Environment Report (CEQA) for future well no. 15. The District anticipates delivery for review in the next week. This project includes approximately 5,900 LF of 12-inch water pipeline from well 15 to reservoir Site 2-2 on Sheep Creek Road.

The District has received the CEQA study for review. We are proposing to finalize the study next week and circulate the project for public review. Early March is the target date for notification. Staff will begin design of Well 15 and the transmission pipeline.

Water Mainline Extension Projects

Joshua St. Water Pipeline extension to serve APN 3038-131-08 (nothing new to report)

Proposed 665 Linear Feet of 8-inch PVC water pipeline, located on Joshua Street east of Caughlin Road. First plan check was completed on March 3, 2021, for Donovan Development. Second plan check completed on April 27th. Pending County Fire Department approval. The owner has misplaced the corrections and requested a copy of the plan check. The owner is moving forward with County Fire approval.

Salerno Rd. Water Pipeline extension to serve APN 3101-431-08 (nothing new to report)

Proposed 950 Linear Feet of 8-inch PVC water pipeline, located on Salerno Road from Bambi Court west to 350 west of Johnson Road. Plans were prepared by Merrell Johnson Companies. First plan check was returned on March 30, 2021.

Acanthus St. Water Pipeline extension to serve APN 3066-681-13 (nothing new to report)

Proposed 300 Linear Feet of 8-inch PVC water pipeline, located on Acanthus Street south from McAllister Road for Arturo Mata. Plans were prepared by Ludwig Engineering and approved in July of 2018. 2nd plan check completed on April 14, 2021.

Sequoia Rd. Water Pipeline extension to serve APN 3069-331-10 (nothing new to report)

Proposed 340 Linear Feet of 8-inch PVC water pipeline, located on Sequoia Road east of Johnson Road. Plans were prepared by Capstone Engineering Incorporated. Approved design plans are pending pre-construction meeting.

Lager Rd. Water Pipeline extension to serve APN 3066-471-22, -23, -24, & -25

Proposed 939 Linear Feet of 8-inch PVC water pipeline, located on Lager Road between White Fox Trail and Yucca Terrace Drive. Design plans are approved, and a pre-construction was held on the 21st of December. Pending material, contractor to begin in February

Beekley Rd. Water Pipeline extension to serve APN 3100-551-13 (nothing new to report)

Proposed 300 Linear Feet of 8-inch PVC water pipeline, located on Beekley Road north from Begonia Road. Plans prepared by TRLS Engineering. Final check complete on June 6, 2018. Pending County Fire Department approval.

Solano Rd. Water Pipeline extension to serve APN 3068-171-19 & -20

Proposed 660 Linear Feet of 8-inch PVC water pipeline, located on Solano Road, west of Crystal Aire Road. Plans prepared by TRLS Engineering for Rashidian. Second plan check completed and approved. Pending County Fire signature and final plans for District signature.

***San Bernardino County Public Works Projects
(nothing new to report)***

Phelan Road Intersection Improvements

The San Bernardino County Public Works Department is set to begin work on early October 2021. The intersection widening for left and right turn lanes along Phelan Road areas are as listed:

Sonora Road
Tumbleweed Road
Sunny Vista Road
& Arrowhead Road

Potholing was completed. No District facilities were impacted. Frontier Communications are set to relocate concrete encased conduits at Sonora Road in the next few months. Southwest Gas unable to confirm depth of lines along Phelan Road.

Baldy Mesa Road and Caughlin Road guardrail replacements

Guardrail replacement at the California Aqueduct.
Work begins in early 2022.

Phelan Road Intersection Improvements

The County awarded an environmental clearance and design services consultant contract to EXP in June 2021. The scope of the project includes widening to five lanes with one center continuous left turn lane; pavement rehab or reconstruction; drainage improvements at Sheep Creek and Horse Canyon Channel, along with 25+/- other drainage structures; and, install traffic signal at Clovis Road.

The tentative schedule is as follows:

- Project Approval/Environmental Document: Spring 2024
- Final Plans & Right of Ways Acquisitions: Fall 2025
- Construction: Spring 2026

The consultant, EXP, has requested as-builts, from the District, for the project in late August.

Agenda Item 9

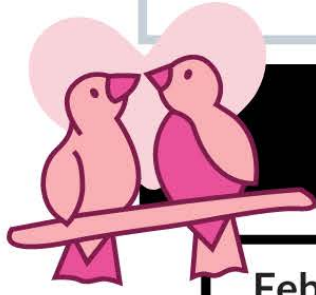
Director Reports

Agenda Item 10

Correspondence/Information

BILLING SCHEDULE

FEBRUARY 2022



February 1
- Bills mailed for **January 2022** charges

February 14
- Payment must be received by 5:00 p.m. to avoid disconnection for **December 2021** bill

February 15
-Disconnection date for **December 2021** bill

February 22
-Payment must be received by 5:00 p.m. to avoid penalty for **February 2022** bill

MARCH 2022



March 1
- Bills mailed for **February 2022** charges

March 15
- Payment must be received by 5:00 p.m. to avoid disconnection for **January 2022** bill

March 16
-Disconnection date for **January 2022** bill

March 22
- Payment must be received by 5:00 p.m. to avoid penalty for **March 2022** bill

APRIL 2022



April 1
- Bills mailed for **March 2022** charges

April 18
- Payment must be received by 5:00 p.m. to avoid disconnection for **February 2022** bill

April 19
Disconnection date for **February 2022** bill

April 21
- Payment must be received by 5:00 p.m. to avoid penalty for **April 2022** bill

Holiday Closures

President's Day- Monday February 21, 2022

Account Past Due?

Beginning January 2022, accounts that are past due will be subject to disconnection. To avoid interruption of service, please contact us ASAP to make a payment or to set up a payment arrangement.



**Make a payment
by phone, website,
or mail.**



**Need more time?
Contact us today
to make a payment
arrangement.** 84

**WE ARE HERE TO
HELP
CONTACT US
TODAY**

For more information, to make a payment,
or to set up a payment agreement:

**760-868-1212
www.pphcsd.org**

2022 Community Teaching Garden Classes

All Classes
Held the Second Saturday of Each Month
10 AM

January 8th

Garden Design/Layout

July 9th

Mulch/Watering Wisely

February 12th

Starting Spring
Seedlings

August 13th

Feeding Plants

March 12th

Building Raised Beds

September 10th

Starting Winter
Seedlings

April 9th

Transplanting to
Garden Bed

October 8th

Harvest/Storing
Vegetables and Fruits

May 14th

Compost/Verma
Compost

November 12th

Using a Greenhouse

June 11th

Pest Control

December 10th

Tree Planting and
Pruning

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Agenda Item 11

Review of Action Items

Agenda Item 12

Set Agenda for Next Meeting