



# BOARD PACKAGE

January 8, 2025

Regular Board Meeting – 5:00 p.m.

## REGULAR BOARD MEETING AGENDA

January 8, 2025 – 5:00 p.m.  
Phelan Community Center  
4128 Warbler Road, Phelan, CA 92371  
& Via Conference Call (see below)

### REGULAR BOARD MEETING – 5:00 P.M.

**Call to Order** – Pledge of Allegiance

#### Roll Call

#### 1) 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. 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
- Federal Representatives
- Fire
- Mojave Water Agency
- School District
- Sheriff
- State Representatives

#### 3) Consent Items

- Approval of Minutes
- Approval of Board Stipends/Reimbursements
- Acceptance of Quarterly Director Expenses
- Acceptance of Quarterly Financial Statements
- Acceptance of October Disbursements
- Acceptance of November Disbursements
- Approval of Contractor Payments

#### 4) Matters Removed from Consent Items

#### 5) Presentations/Appointments

#### 6) Continued/New Agenda Items

- Discussion & Possible Action Regarding 2025/2026 Budget Process Schedule



#### 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

- b) Discussion & Possible Action Regarding Resolution No. 2025-01; Government Banking Public Unit Resolution & Master Signature Authorization Agreement
  - c) Discussion & Possible Action Regarding Entering into a Professional Services Agreement with Tom Dodson & Associates, Environmental Consulting Services, for Proposed Well No. 18 and Backup Well
- 7) **Committee Reports/Comments**
- a) Engineering Committee (Standing)
  - b) Finance Committee (Standing)
  - c) Legislative Committee (Standing)
  - d) Parks, Recreation & Street Lighting Committee (Standing)
  - e) 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 – January 22, 2025
- 13) **Recess to Closed Session**
- Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation pursuant to Government Code Section 54956.9(d)(2)  
Five potential cases
- 14) **Return to Open Session – Announcement of Reportable Actions**
- 15) **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 [www.pphcsd.org](http://www.pphcsd.org)

**Remote Viewing:**

To watch the livestream (view only – nonparticipating), visit our YouTube channel:

[PPHCSD YouTube Channel Link](#)

**Remote Participation:**

To provide public comment, or otherwise participate remotely, select the meeting you wish to attend on the District’s website and then click the “Join Remote Meeting” option.

<https://www.pphcsd.org/meetings>

*Please be advised that remote participation and livestreaming options are provided as a courtesy to the public and technical issues could occur, resulting in delays or the inability to participate remotely or livestream. It is recommended that you attend in person to ensure you are able to participate.*

**Written Comments:**

You may also email your public comment to the District Clerk at [awilliams@pphcsd.org](mailto:awilliams@pphcsd.org) by the meeting start time listed on this agenda. Your comment will be added to the record by the District Clerk.

*Please check the District website for updates on this meeting. We encourage you to sign up for our email notifications by emailing [awilliams@pphcsd.org](mailto:awilliams@pphcsd.org) or by visiting our website and completing the signup form at [www.pphcsd.org](http://www.pphcsd.org) under the “Agendas and Minutes” tab.*

# Agenda Item 3a

Approval of Board Minutes

## **REGULAR BOARD MEETING MINUTES**

December 11, 2024 – 5:00 p.m.  
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  
Chuck Hays, Director  
Jeanna Mills, Director  
Greg Snyder, Director

**Board Members Absent:** None

**Staff Present:** Don Bartz, General Manager  
George Cardenas, Engineering Manager  
Sean Wright, Water Operations Manager  
Chris Cummings, Assistant Water Operations Manager  
Jennifer Oakes, Executive Management Analyst  
Aimee Williams, Asst. District Clerk/Administrative Specialist

**District Counsel:** Steve Kennedy, General Counsel

### **REGULAR BOARD MEETING – 5:00 P.M.**

#### **Call to Order**

President Hays called the meeting to order at 5:00 p.m. and the Pledge of Allegiance was conducted.

#### **Oath of Office for New Directors**

Kathy Hoffman administered the Oath of Office to Director Kujawa, Director Mills, and Director Philips.

#### **Roll Call**

All Directors were present at roll call.

#### **1) Approval of Agenda**

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

#### **2) Public Comment**

a) **General Public** – None

b) **Community Reports**

- **Sheriff** – Sergeant Rios provided call statistics for the month of November.
- **Fire** – Battalion Chief James provided call statistics for the month of November.

**3) Consent Items**

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

**4) Matters Removed from Consent Items**

There were no matters removed.

**5) Presentations/Appointments**

There were no matters removed.

**6) Continued/New Agenda Items****a) Discussion & Possible Action Regarding Election of Officers**

Staff Recommendation: For the Board to elect a President and Vice President for 2025.

Mr. Bartz presented this item.

Director Philips nominated Director Kujawa for President of the Board. Director Snyder seconded the motion. Motion carried 5-0.

Director Kujawa nominated Director Philips for Vice President. Director Hays seconded the nomination. Motion carried 5-0.

**b) Discussion & Possible Action Regarding Committee Assignments**

Staff Recommendation: For the Board President to appoint District Committees for 2025 and approve the proposed meeting schedule.

Mr. Bartz presented this item.

President Kujawa suggested appointing Directors to the following committees:

- Engineering – President Kujawa and Director Snyder
- Parks, Recreation, & Street Lighting – President Kujawa and Director Mills
- Waste & Recycling – Vice President Philips and Director Snyder
- Legislative – Vice President Philips and Director Hays
- Finance – Director Hays and Director Mills

Director Snyder moved to approve the suggested changes to the committee assignments. Director Hays seconded the motion. Motion carried 5-0.

**c) Update on District Projects**

Staff Recommendation: None

Mr. Cardenas provided an update on this item.

No action taken; not an action item.

7) **Committee Reports/Comments**

- a) **Engineering Committee (Standing)** – Meets next Wednesday.
- b) **Finance Committee (Standing)** – Met in November.
- c) **Legislative Committee (Standing)** – Did not meet; no quorum.
- d) **Parks, Recreation & Street Lighting Committee (Standing)** – Did not meet. Director Kujawa thanked the public for attending the tree lighting ceremony and thanked Staff for their work on the event.
- e) **Waste & Recycling Committee (Standing)** – Meets next week.

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

Mr. Bartz welcomed the new and returning Board members and congratulated them on the election.

9) **Reports**

a) **Director’s Report**

**Hays** – Congratulated the new and returning Board members and thanked Staff for the great job on the tree lighting ceremony.

**Mills** – Looks forward to working with everyone.

**Philips** – Attended ACWA last week and had wonderful conversations with people from all over the state.

**Snyder** – Welcomed Director Mills to the Board. Thanked the community on their attendance at the tree lighting ceremony and Staff for their hard work on the event.

- b) **President’s Report** – Welcomed Director Mills to the Board and acknowledged Director Roberts for his long-time dedication to the Board.

10) **Correspondence/Information** – The items in the packet were noted.

11) **Review of Action Items**

- a) **Prior Meeting Action Items** – None
- b) **Current Meeting Action Items** – None

12) **Set Agenda for Next Meeting**

Regular Board Meeting – January 8, 2025

*NOTE: The December 25, 2024, Board Meeting was cancelled.*

13) **Adjournment**

*With no further business before the Board, the meeting was adjourned at 5:38 p.m.*

Agenda materials can be viewed online at [www.pphcsd.org](http://www.pphcsd.org)

\_\_\_\_\_  
Rebecca Kujawa, President of the Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Aimee Williams, District Clerk

\_\_\_\_\_  
Date



# Agenda Item 3b

Approval of Board  
Stipends/Reimbursements

**Phelan Piñon Hills Community Services District**  
Board Stipend & Mileage Report - 2024

**Name:** Greg Snyder  
**Email Address:** [jeepng@yahoo.com](mailto:jeepng@yahoo.com)  
**Current Date:** December 24, 2024  
**Reimbursement Month:** July

**Meeting No. 1:**  
Date of Meeting/Event: Wednesday, July 10, 2024  
Expense Description/Business Purpose: Board Meeting  
Charge Amount: \$120  
Mileage (Distance):

**Meeting No. 2:**  
Date of Meeting/Event (2):  
Expense Description/Business Purpose (2):  
Charge Amount (2):  
Mileage (Distance) (2):

**Meeting No. 3:**  
Date of Meeting/Event (3):  
Expense Description/Business Purpose (3):  
Charge Amount (3):  
Mileage (Distance) (3):

**Meeting No. 4:**  
Date of Meeting/Event (4):  
Expense Description/Business Purpose (4):  
Charge Amount (4):  
Mileage (Distance) (4):

**Meeting No. 5:**  
Date of Meeting/Event (5):  
Expense Description/Business Purpose (5):  
Charge Amount (5):  
Mileage (Distance) (5):

**Meeting No. 6:**  
Date of Meeting/Event (6):  
Expense Description/Business Purpose (6):  
Charge Amount (6):  
Mileage (Distance) (6):

**Meeting No. 7:**  
Date of Meeting/Event (7):  
Expense Description/Business Purpose (7):  
Charge Amount (7):  
Mileage (Distance) (7):

**Meeting No. 8:**  
Date of Meeting/Event (8):  
Expense Description/Business Purpose (8):  
Charge Amount (8):  
Mileage (Distance) (8):

**Meeting No. 9:**  
Date of Meeting/Event (9):  
Expense Description/Business Purpose (9):  
Charge Amount (9):  
Mileage (Distance) (9):

**Meeting No. 10:**  
Date of Meeting/Event (10):  
Expense Description/Business Purpose (10):  
Charge Amount (10):  
Mileage (Distance) (10):

**Other Expenses:**  
 List any meals, lodging, or other expenses you are requesting reimbursement for. Be sure to email or turn in your receipts within 24 hours of charges or return to the District.:

**Certification:**  
 I certify the expenses listed above are related to my authorized travel according to District policies:

*Greg Snyder*

**Reimbursement Summary:**

TOTAL MILEAGE:	0.00
TOTAL REIMBURSED MILEAGE REQUESTED:	\$0.00
TOTAL MEETINGS:	1
TOTAL MEETING REIMBURSEMENT REQUESTED:	\$120.00
OTHER EXPENSES REQUESTED:	\$0.00
<b>Grand Total Reimbursement Requested:</b>	<b>\$120.00</b>

**Phelan Piñon Hills Community Services District**  
Board Stipend & Mileage Report - 2024

**Name:** Greg Snyder  
**Email Address:** [jeepng@yahoo.com](mailto:jeepng@yahoo.com)  
**Current Date:** December 24, 2024  
**Reimbursement Month:** August

**Meeting No. 1:**  
Date of Meeting/Event: Tuesday, August 13, 2024  
Expense Description/Business Purpose: Parks Committee  
Charge Amount: \$120  
Mileage (Distance):

**Meeting No. 2:**  
Date of Meeting/Event (2): Wednesday, August 14, 2024  
Expense Description/Business Purpose (2): Board Meeting  
Charge Amount (2): \$120  
Mileage (Distance) (2):

**Meeting No. 3:**  
Date of Meeting/Event (3): Wednesday, August 28, 2024  
Expense Description/Business Purpose (3): Board Meeting  
Charge Amount (3): \$120  
Mileage (Distance) (3):

**Meeting No. 4:**  
Date of Meeting/Event (4):  
Expense Description/Business Purpose (4):  
Charge Amount (4):  
Mileage (Distance) (4):

**Meeting No. 5:**  
Date of Meeting/Event (5):  
Expense Description/Business Purpose (5):  
Charge Amount (5):  
Mileage (Distance) (5):

**Meeting No. 6:**  
Date of Meeting/Event (6):  
Expense Description/Business Purpose (6):  
Charge Amount (6):  
Mileage (Distance) (6):


**Meeting No. 7:**  
Date of Meeting/Event (7):  
Expense Description/Business Purpose (7):  
Charge Amount (7):  
Mileage (Distance) (7):

**Meeting No. 8:**  
Date of Meeting/Event (8):  
Expense Description/Business Purpose (8):  
Charge Amount (8):  
Mileage (Distance) (8):

**Meeting No. 9:**  
Date of Meeting/Event (9):  
Expense Description/Business Purpose (9):  
Charge Amount (9):  
Mileage (Distance) (9):

**Meeting No. 10:**  
Date of Meeting/Event (10):  
Expense Description/Business Purpose (10):  
Charge Amount (10):  
Mileage (Distance) (10):

**Other Expenses:**  
 List any meals, lodging, or other expenses you are requesting reimbursement for. Be sure to email or turn in your receipts within 24 hours of charges or return to the District.:

**Certification:**  
 I certify the expenses listed above are related to my authorized travel according to District policies:  


**Reimbursement Summary:**

TOTAL MILEAGE:	0.00
TOTAL REIMBURSED MILEAGE REQUESTED:	\$0.00
TOTAL MEETINGS:	3
TOTAL MEETING REIMBURSEMENT REQUESTED:	\$360.00
OTHER EXPENSES REQUESTED:	\$0.00
<b>Grand Total Reimbursement Requested:</b>	<b>\$360.00</b>

**Phelan Piñon Hills Community Services District**  
Board Stipend & Mileage Report - 2024

**Name:** Greg Snyder  
**Email Address:** [jeepng@yahoo.com](mailto:jeepng@yahoo.com)  
**Current Date:** December 24, 2024  
**Reimbursement Month:** September

**Meeting No. 1:**  
Date of Meeting/Event: Tuesday, September 24, 2024  
Expense Description/Business Purpose: Special Board Meeting  
Charge Amount: \$120  
Mileage (Distance):

**Meeting No. 2:**  
Date of Meeting/Event (2): Wednesday, September 25, 2024  
Expense Description/Business Purpose (2): Board Meeting  
Charge Amount (2): \$120  
Mileage (Distance) (2):

**Meeting No. 3:**  
Date of Meeting/Event (3):  
Expense Description/Business Purpose (3):  
Charge Amount (3):  
Mileage (Distance) (3):

**Meeting No. 4:**  
Date of Meeting/Event (4):  
Expense Description/Business Purpose (4):  
Charge Amount (4):  
Mileage (Distance) (4):

**Meeting No. 5:**  
Date of Meeting/Event (5):  
Expense Description/Business Purpose (5):  
Charge Amount (5):  
Mileage (Distance) (5):

**Meeting No. 6:**  
Date of Meeting/Event (6):  
Expense Description/Business Purpose (6):  
Charge Amount (6):  
Mileage (Distance) (6):

**Meeting No. 7:**  
Date of Meeting/Event (7):  
Expense Description/Business Purpose (7):  
Charge Amount (7):  
Mileage (Distance) (7):

**Meeting No. 8:**  
Date of Meeting/Event (8):  
Expense Description/Business Purpose (8):  
Charge Amount (8):  
Mileage (Distance) (8):

**Meeting No. 9:**  
Date of Meeting/Event (9):  
Expense Description/Business Purpose (9):  
Charge Amount (9):  
Mileage (Distance) (9):

**Meeting No. 10:**  
Date of Meeting/Event (10):  
Expense Description/Business Purpose (10):  
Charge Amount (10):  
Mileage (Distance) (10):

**Other Expenses:**  
 List any meals, lodging, or other expenses you are requesting reimbursement for. Be sure to email or turn in your receipts within 24 hours of charges or return to the District.:

**Certification:**  
 I certify the expenses listed above are related to my authorized travel according to District policies:

*Greg Snyder*

<b>Reimbursement Summary:</b>	
TOTAL MILEAGE:	0.00
TOTAL REIMBURSED MILEAGE REQUESTED:	\$0.00
TOTAL MEETINGS:	2
TOTAL MEETING REIMBURSEMENT REQUESTED:	\$240.00
OTHER EXPENSES REQUESTED:	\$0.00
<b>Grand Total Reimbursement Requested:</b>	<b>\$240.00</b>

**Phelan Piñon Hills Community Services District**  
Board Stipend & Mileage Report - 2024

**Name:** Greg Snyder  
**Email Address:** [jeepng@yahoo.com](mailto:jeepng@yahoo.com)  
**Current Date:** December 24, 2024  
**Reimbursement Month:** October

**Meeting No. 1:**

*Date of Meeting/Event:* Wednesday, October 09, 2024  
*Expense Description/Business Purpose:* Special Board Meeting  
*Charge Amount:* \$120  
*Mileage (Distance):*

**Meeting No. 2:**

*Date of Meeting/Event (2):* Wednesday, October 23, 2024  
*Expense Description/Business Purpose (2):* Board Meeting  
*Charge Amount (2):* \$120  
*Mileage (Distance) (2):*

**Meeting No. 3:**

*Date of Meeting/Event (3):*  
*Expense Description/Business Purpose (3):*  
*Charge Amount (3):*  
*Mileage (Distance) (3):*

**Meeting No. 4:**

*Date of Meeting/Event (4):*  
*Expense Description/Business Purpose (4):*  
*Charge Amount (4):*  
*Mileage (Distance) (4):*

**Meeting No. 5:**

*Date of Meeting/Event (5):*  
*Expense Description/Business Purpose (5):*  
*Charge Amount (5):*  
*Mileage (Distance) (5):*

**Meeting No. 6:**

*Date of Meeting/Event (6):*  
*Expense Description/Business Purpose (6):*  
*Charge Amount (6):*  
*Mileage (Distance) (6):*

**Meeting No. 7:**

*Date of Meeting/Event (7):*  
*Expense Description/Business Purpose (7):*  
*Charge Amount (7):*  
*Mileage (Distance) (7):*

**Meeting No. 8:**

*Date of Meeting/Event (8):*  
*Expense Description/Business Purpose (8):*  
*Charge Amount (8):*  
*Mileage (Distance) (8):*

**Meeting No. 9:**

*Date of Meeting/Event (9):*  
*Expense Description/Business Purpose (9):*  
*Charge Amount (9):*  
*Mileage (Distance) (9):*

**Meeting No. 10:**

*Date of Meeting/Event (10):*  
*Expense Description/Business Purpose (10):*  
*Charge Amount (10):*  
*Mileage (Distance) (10):*

**Other Expenses:**

List any meals, lodging, or other expenses you are requesting reimbursement for. Be sure to email or turn in your receipts within 24 hours of charges or return to the District.:

**Certification:**

I certify the expenses listed above are related to my authorized travel according to District policies.:

*Greg Snyder*

**Reimbursement Summary:**

TOTAL MILEAGE:	0.00
TOTAL REIMBURSED MILEAGE REQUESTED:	\$0.00
TOTAL MEETINGS:	2
TOTAL MEETING REIMBURSEMENT REQUESTED:	\$240.00
OTHER EXPENSES REQUESTED:	\$0.00
<b>Grand Total Reimbursement Requested:</b>	<b>\$240.00</b>

**Phelan Piñon Hills Community Services District**  
Board Stipend & Mileage Report - 2024

**Name:** Greg Snyder  
**Email Address:** [jeepng@yahoo.com](mailto:jeepng@yahoo.com)  
**Current Date:** December 24, 2024  
**Reimbursement Month:** November

**Meeting No. 1:**

*Date of Meeting/Event:* Wednesday, November 13, 2024  
*Expense Description/Business Purpose:* Board Meeting  
*Charge Amount:* \$120  
*Mileage (Distance):*

**Meeting No. 2:**

*Date of Meeting/Event (2):*  
*Expense Description/Business Purpose (2):*  
*Charge Amount (2):*  
*Mileage (Distance) (2):*

**Meeting No. 3:**

*Date of Meeting/Event (3):*  
*Expense Description/Business Purpose (3):*  
*Charge Amount (3):*  
*Mileage (Distance) (3):*

**Meeting No. 4:**

*Date of Meeting/Event (4):*  
*Expense Description/Business Purpose (4):*  
*Charge Amount (4):*  
*Mileage (Distance) (4):*

**Meeting No. 5:**

*Date of Meeting/Event (5):*  
*Expense Description/Business Purpose (5):*  
*Charge Amount (5):*  
*Mileage (Distance) (5):*

**Meeting No. 6:**

*Date of Meeting/Event (6):*  
*Expense Description/Business Purpose (6):*  
*Charge Amount (6):*  
*Mileage (Distance) (6):*

**Meeting No. 7:**

*Date of Meeting/Event (7):*  
*Expense Description/Business Purpose (7):*  
*Charge Amount (7):*  
*Mileage (Distance) (7):*

**Meeting No. 8:**

*Date of Meeting/Event (8):*  
*Expense Description/Business Purpose (8):*  
*Charge Amount (8):*  
*Mileage (Distance) (8):*

**Meeting No. 9:**

*Date of Meeting/Event (9):*  
*Expense Description/Business Purpose (9):*  
*Charge Amount (9):*  
*Mileage (Distance) (9):*

**Meeting No. 10:**

*Date of Meeting/Event (10):*  
*Expense Description/Business Purpose (10):*  
*Charge Amount (10):*  
*Mileage (Distance) (10):*

**Other Expenses:**

List any meals, lodging, or other expenses you are requesting reimbursement for. Be sure to email or turn in your receipts within 24 hours of charges or return to the District.:

**Certification:**

I certify the expenses listed above are related to my authorized travel according to District policies.:

*Greg Snyder*

**Reimbursement Summary:**

TOTAL MILEAGE:	0.00
TOTAL REIMBURSED MILEAGE REQUESTED:	\$0.00
TOTAL MEETINGS:	1
TOTAL MEETING REIMBURSEMENT REQUESTED:	\$120.00
OTHER EXPENSES REQUESTED:	\$0.00
<b>Grand Total Reimbursement Requested:</b>	<b>\$120.00</b>

**Phelan Piñon Hills Community Services District**  
Board Stipend & Mileage Report - 2024

**Name:** Greg Snyder  
**Email Address:** [jeepng@yahoo.com](mailto:jeepng@yahoo.com)  
**Current Date:** December 24, 2024  
**Reimbursement Month:** December

**Meeting No. 1:**

*Date of Meeting/Event:* Wednesday, December 11, 2024  
*Expense Description/Business Purpose:* Board Meeting  
*Charge Amount:* \$120  
*Mileage (Distance):*

**Meeting No. 2:**

*Date of Meeting/Event (2):*  
*Expense Description/Business Purpose (2):*  
*Charge Amount (2):*  
*Mileage (Distance) (2):*

**Meeting No. 3:**

*Date of Meeting/Event (3):*  
*Expense Description/Business Purpose (3):*  
*Charge Amount (3):*  
*Mileage (Distance) (3):*

**Meeting No. 4:**

*Date of Meeting/Event (4):*  
*Expense Description/Business Purpose (4):*  
*Charge Amount (4):*  
*Mileage (Distance) (4):*

**Meeting No. 5:**

*Date of Meeting/Event (5):*  
*Expense Description/Business Purpose (5):*  
*Charge Amount (5):*  
*Mileage (Distance) (5):*

**Meeting No. 6:**

*Date of Meeting/Event (6):*  
*Expense Description/Business Purpose (6):*  
*Charge Amount (6):*  
*Mileage (Distance) (6):*

**Meeting No. 7:**

*Date of Meeting/Event (7):*  
*Expense Description/Business Purpose (7):*  
*Charge Amount (7):*  
*Mileage (Distance) (7):*

**Meeting No. 8:**

*Date of Meeting/Event (8):*  
*Expense Description/Business Purpose (8):*  
*Charge Amount (8):*  
*Mileage (Distance) (8):*

**Meeting No. 9:**

*Date of Meeting/Event (9):*  
*Expense Description/Business Purpose (9):*  
*Charge Amount (9):*  
*Mileage (Distance) (9):*

**Meeting No. 10:**

*Date of Meeting/Event (10):*  
*Expense Description/Business Purpose (10):*  
*Charge Amount (10):*  
*Mileage (Distance) (10):*

**Other Expenses:**

List any meals, lodging, or other expenses you are requesting reimbursement for. Be sure to email or turn in your receipts within 24 hours of charges or return to the District.:

**Certification:**

I certify the expenses listed above are related to my authorized travel according to District policies.:

*Greg Snyder*

**Reimbursement Summary:**

TOTAL MILEAGE:	0.00
TOTAL REIMBURSED MILEAGE REQUESTED:	\$0.00
TOTAL MEETINGS:	1
TOTAL MEETING REIMBURSEMENT REQUESTED:	\$120.00
OTHER EXPENSES REQUESTED:	\$0.00
<b>Grand Total Reimbursement Requested:</b>	<b>\$120.00</b>

**Phelan Piñon Hills Community Services District**  
Board Stipend & Mileage Report - 2024

**Name:** Deborah Phillips  
**Email Address:** [dphilips@pphcsd.org](mailto:dphilips@pphcsd.org)  
**Current Date:** December 27, 2024  
**Reimbursement Month:** December

**Meeting No. 1:**

Date of Meeting/Event: Monday, December 02, 2024  
Expense Description/Business Purpose: ACWA Winter 2024 Conference  
Charge Amount: \$120  
Mileage (Distance): 40

**Meeting No. 2:**

Date of Meeting/Event (2): Tuesday, December 03, 2024  
Expense Description/Business Purpose (2): ACWA Winter 2024 Conference  
Charge Amount (2): \$120  
Mileage (Distance) (2): 0

**Meeting No. 3:**

Date of Meeting/Event (3): Wednesday, December 04, 2024  
Expense Description/Business Purpose (3): ACWA Winter 2024 Conference  
Charge Amount (3): \$120  
Mileage (Distance) (3): 0

**Meeting No. 4:**

Date of Meeting/Event (4): Thursday, December 05, 2024  
Expense Description/Business Purpose (4): ACWA Winter 2024 Conference  
Charge Amount (4): \$120  
Mileage (Distance) (4): 40

**Meeting No. 5:**

Date of Meeting/Event (5): Wednesday, December 11, 2024  
Expense Description/Business Purpose (5): Board Meeting  
Charge Amount (5): \$120  
Mileage (Distance) (5): 10

**Meeting No. 6:**

Date of Meeting/Event (6): Thursday, December 12, 2024  
Expense Description/Business Purpose (6): Meeting with GM (Solid Waste)  
Charge Amount (6): \$120  
Mileage (Distance) (6): 10

**Meeting No. 7:**

Date of Meeting/Event (7): Monday, December 16, 2024  
Expense Description/Business Purpose (7): Meeting with Gm (Legislative)  
Charge Amount (7): \$120  
Mileage (Distance) (7):

**Meeting No. 8:**

Date of Meeting/Event (8): Thursday, December 19, 2024  
Expense Description/Business Purpose (8): Meeting with GM (Civic Center, Park Expansion)  
Charge Amount (8): \$120  
Mileage (Distance) (8):

**Meeting No. 9:**

Date of Meeting/Event (9): Monday, December 23, 2024  
Expense Description/Business Purpose (9): Meeting with GM (Solid waste)  
Charge Amount (9): \$120  
Mileage (Distance) (9):

**Meeting No. 10:**

Date of Meeting/Event (10):  
Expense Description/Business Purpose (10):  
Charge Amount (10):  
Mileage (Distance) (10):

**Other Expenses:**

List any meals, lodging, or other expenses you are requesting reimbursement for. Be sure to email or turn in your receipts within 24 hours of charges or return to the District.:

**Certification:**

I certify the expenses listed above are related to my authorized travel according to District policies:

*Deborah Phillips*

**Reimbursement Summary:**

TOTAL MILEAGE:	100.00
TOTAL REIMBURSED MILEAGE REQUESTED:	\$67.00
TOTAL MEETINGS:	9
TOTAL MEETING REIMBURSEMENT REQUESTED:	\$1,080.00
OTHER EXPENSES REQUESTED:	\$0.00
<b>Grand Total Reimbursement Requested:</b>	<b>\$1,147.00</b>



**Phelan Piñon Hills Community Services District**  
Board Stipend & Mileage Report - 2024

**Name:** Rebecca Kujawa  
**Email Address:** [rebeccakujawa70@gmail.com](mailto:rebeccakujawa70@gmail.com)  
**Current Date:** December 23, 2024  
**Reimbursement Month:** December

**Meeting No. 1:**  
Date of Meeting/Event: Friday, December 06, 2024  
Expense Description/Business Purpose: Christmas Tree Lighting - No Charge  
Charge Amount: \$0  
Mileage (Distance):

**Meeting No. 2:**  
Date of Meeting/Event (2): Wednesday, December 11, 2024  
Expense Description/Business Purpose (2): Regular Board Meeting  
Charge Amount (2): \$120  
Mileage (Distance) (2): 0

**Meeting No. 3:**  
Date of Meeting/Event (3):  
Expense Description/Business Purpose (3):  
Charge Amount (3):  
Mileage (Distance) (3):

**Meeting No. 4:**  
Date of Meeting/Event (4):  
Expense Description/Business Purpose (4):  
Charge Amount (4):  
Mileage (Distance) (4):

**Meeting No. 5:**  
Date of Meeting/Event (5):  
Expense Description/Business Purpose (5):  
Charge Amount (5):  
Mileage (Distance) (5):

**Meeting No. 6:**  
Date of Meeting/Event (6):  
Expense Description/Business Purpose (6):  
Charge Amount (6):  
Mileage (Distance) (6):

**Meeting No. 7:**  
Date of Meeting/Event (7):  
Expense Description/Business Purpose (7):  
Charge Amount (7):  
Mileage (Distance) (7):

**Meeting No. 8:**  
Date of Meeting/Event (8):  
Expense Description/Business Purpose (8):  
Charge Amount (8):  
Mileage (Distance) (8):

**Meeting No. 9:**  
Date of Meeting/Event (9):  
Expense Description/Business Purpose (9):  
Charge Amount (9):  
Mileage (Distance) (9):

**Meeting No. 10:**  
Date of Meeting/Event (10):  
Expense Description/Business Purpose (10):  
Charge Amount (10):  
Mileage (Distance) (10):

**Other Expenses:**  
 List any meals, lodging, or other expenses you are requesting reimbursement for. Be sure to email or turn in your receipts within 24 hours of charges or return to the District.:

**Certification:**  
 I certify the expenses listed above are related to my authorized travel according to District policies:

*Rebecca Kujawa*

<b>Reimbursement Summary:</b>	
TOTAL MILEAGE:	0.00
TOTAL REIMBURSED MILEAGE REQUESTED:	\$0.00
TOTAL MEETINGS:	2
TOTAL MEETING REIMBURSEMENT REQUESTED:	\$120.00
OTHER EXPENSES REQUESTED:	\$0.00
<b>Grand Total Reimbursement Requested:</b>	<b>\$120.00</b>

# Agenda Item 3c

Acceptance of Quarterly

Director Expenses



Phelan Pinon Hills Community Services Dis

# Expense Approval Report

By Fund

Payable Dates 7/1/2024 - 9/30/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 01 - WATER FUND</b>					
Rebecca A. Kujawa	073124	07/31/2024	July Mileae - Board, ASBCSD, ...	01-0-1-52212	48.37
Assn of SB County Special Distr..	071524	07/17/2024	July Meeting - Rebecca	01-0-1-52232	35.00
Assn of SB County Special Distr..	082624	08/26/2024	Aug Meeting - Rebecca	01-0-1-52232	40.00
Rebecca A. Kujawa	083124	08/31/2024	Aug. Mileage - ASBCSD Meeti...	01-0-1-52212	41.67
Assn of SB County Special Distr..	093024	09/30/2024	Sept. Meeting - R. Kuwaja	01-0-1-52232	39.00
				<b>Fund 01 - WATER FUND Total:</b>	<b>204.04</b>
<b>Grand Total:</b>					<b>204.04</b>

## Report Summary

### Fund Summary

Fund	Payment Amount
01 - WATER FUND	204.04
<b>Grand Total:</b>	<b>204.04</b>

### Account Summary

Account Number	Account Name	Payment Amount
01-0-1-52212	Board - Auto Expense/Ku...	90.04
01-0-1-52232	Board - Education, Traini...	114.00
	<b>Grand Total:</b>	<b>204.04</b>

### Project Account Summary

Project Account Key	Payment Amount
**None**	204.04
<b>Grand Total:</b>	<b>204.04</b>



# Expense Approval Report

By Fund

Payable Dates 7/1/2024 - 9/30/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 01 - WATER FUND</b>					
Deborah Jeanne Philips	073124	07/31/2024	July Mileage - Board, ASBCSD,...	01-0-1-52219	43.55
Assn of SB County Special Distr..	071524	07/17/2024	July Meeting - Deborah	01-0-1-52239	35.00
First Bank Card	083124	08/31/2024	Renaissance Hotel - CSDA 1st...	01-0-1-52229	247.54
Assn of SB County Special Distr..	082624	08/26/2024	Aug Meeting - Deborah	01-0-1-52239	40.00
Deborah Jeanne Philips	083124	08/31/2024	Aug. Mileage - MWA, Board, ...	01-0-1-52219	107.20
First Bank Card	093024	09/30/2024	Fuel - Fuel for CSDA Conferen...	01-0-1-52219	43.35
First Bank Card	093024	09/30/2024	Renaissance Hotel - CSDA Con...	01-0-1-52229	733.58
First Bank Card	093024	09/30/2024	Enterprise Rental - CSDA Conf...	01-0-1-52229	189.54
First Bank Card	093024	09/30/2024	Renaissance Hotel - CSDA Con...	01-0-1-52229	20.00
First Bank Card	093024	09/30/2024	Six Beans - CSDA Conference ...	01-0-1-52229	19.63
First Bank Card	093024	09/30/2024	Carl's Jr -CSDA Conference Per...	01-0-1-52229	15.28
First Bank Card	093024	09/30/2024	ACWA Stay - Don, Deborah	01-0-1-52229	276.29
First Bank Card	093024	09/30/2024	Vacation Condo - ACWA Stay -...	01-0-1-52229	233.91
First Bank Card	093024	09/30/2024	Carl's Jr - CSDA Conference M...	01-0-1-52229	16.65
First Bank Card	093024	09/30/2024	ACWA Conference Registratio...	01-0-1-52239	1,350.00
Deborah Jeanne Philips	093024	09/30/2024	Sept. Mileage - CSDA, Board, ...	01-0-1-52219	73.70
Deborah Jeanne Philips	093024	09/30/2024	Reimb. for Personal Charges	01-0-1-52229	-35.28
<b>Fund 01 - WATER FUND Total:</b>					<b>3,409.94</b>
<b>Grand Total:</b>					<b>3,409.94</b>

## Report Summary

### Fund Summary

Fund	Payment Amount
01 - WATER FUND	<u>3,409.94</u>
<b>Grand Total:</b>	<b>3,409.94</b>

### Account Summary

Account Number	Account Name	Payment Amount
01-0-1-52219	Board - Auto Expense/Ph...	267.80
01-0-1-52229	Board - Meals,Travel Exp...	1,717.14
01-0-1-52239	Board - Education,Traini...	<u>1,425.00</u>
	<b>Grand Total:</b>	<b>3,409.94</b>

### Project Account Summary

Project Account Key	Payment Amount
**None**	<u>3,409.94</u>
<b>Grand Total:</b>	<b>3,409.94</b>



Phelan Pinon Hills Community Services Dis

# Expense Approval Report

By Fund

Payable Dates 7/1/2024 - 9/30/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 01 - WATER FUND</b>					
First Bank Card	073124	07/31/2024	CSDA - Annual Conf. Registrati...	01-0-1-52235	775.00
First Bank Card	083124	08/31/2024	Renaissance Hotel - CSDA 1st...	01-0-1-52225	247.54
				<b>Fund 01 - WATER FUND Total:</b>	<b>1,022.54</b>
				<b>Grand Total:</b>	<b>1,022.54</b>

## Report Summary

### Fund Summary

Fund	Payment Amount
01 - WATER FUND	<u>1,022.54</u>
<b>Grand Total:</b>	<b>1,022.54</b>

### Account Summary

Account Number	Account Name	Payment Amount
01-0-1-52225	Board - Meals,Travel Exp...	247.54
01-0-1-52235	Board - Education,Traini...	<u>775.00</u>
<b>Grand Total:</b>		<b>1,022.54</b>

### Project Account Summary

Project Account Key	Payment Amount
**None**	<u>1,022.54</u>
<b>Grand Total:</b>	<b>1,022.54</b>





Phelan Pinon Hills Community Services Dis

# Expense Approval Report

By Fund

Payable Dates 7/1/2024 - 9/30/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 01 - WATER FUND First Bank Card - Greg	083124	08/31/2024	Renaissance Hotel - CSDA 1st...	01-0-1-52226	247.54
				<b>Fund 01 - WATER FUND Total:</b>	<b>247.54</b>
				<b>Grand Total:</b>	<b>247.54</b>

# Report Summary

## Fund Summary

Fund	Payment Amount
01 - WATER FUND	<u>247.54</u>
<b>Grand Total:</b>	<b>247.54</b>

## Account Summary

Account Number	Account Name	Payment Amount
01-0-1-52226	Board - Meals,Travel Exp...	<u>247.54</u>
<b>Grand Total:</b>		<b>247.54</b>

## Project Account Summary

Project Account Key	Payment Amount
**None**	<u>247.54</u>
<b>Grand Total:</b>	<b>247.54</b>

# Agenda Item 3d

Acceptance of Quarterly  
Financial Statements



Phelan Pinon Hills Community Services District

# Revenue and Expense - Ent & Gvmt Funds Summary

For the Period Ending 09/30/2024

	Total ENTERPRISE FUNDS			Total GOVERNMENT FUNDS			TOTAL			Annual Budget
	Budget	Jul - Per	\$ (Unfav) Budget	Budget	Jul - Per	\$ (Unfav) Budget	Budget	Jul - Per	\$ (Unfav) Budget	
<b>Operational</b>										
<b>Revenue</b>										
<b>Total 40 - Water Consumption</b>	1,649,383.87	1,688,465.66	39,081.79	0.00	0.00	0.00	1,649,383.87	1,688,465.66	39,081.79	4,497,672.79
<b>Total 41 - Water Meter Charges</b>	1,100,707.53	1,106,554.97	5,847.44	0.00	0.00	0.00	1,100,707.53	1,106,554.97	5,847.44	4,404,592.24
<b>Total 44 - Special Assessments</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	278,554.55
<b>Total 47 - Parks</b>	0.00	0.00	0.00	6,207.51	4,515.00	-1,692.51	6,207.51	4,515.00	-1,692.51	24,840.00
<b>Total 48 - Other Income</b>	78,515.49	74,884.85	-3,630.64	96,241.47	80,542.48	-15,698.99	174,756.96	155,427.33	-19,329.63	699,307.95
<b>Total Revenue</b>	<b>2,828,606.89</b>	<b>2,869,905.48</b>	<b>41,298.59</b>	<b>102,448.98</b>	<b>85,057.48</b>	<b>-17,391.50</b>	<b>2,931,055.87</b>	<b>2,954,962.96</b>	<b>23,907.09</b>	<b>9,904,967.53</b>
<b>Expense</b>										
<b>Total 50 - Water</b>	5,838.70	5,977.61	-138.91	0.00	0.00	0.00	5,838.70	5,977.61	-138.91	18,205.37
<b>Total 51 - Salary &amp; Benefits</b>	888,652.47	863,073.09	25,579.38	175,442.85	130,915.04	44,527.81	1,064,095.32	993,988.13	70,107.19	4,346,753.57
<b>Total 52 - Board</b>	26,764.29	15,145.33	11,618.96	2,299.02	1,431.79	867.23	29,063.31	16,577.12	12,486.19	116,300.00
<b>Total 53 - Professional Fee</b>	167,891.40	164,720.13	3,171.27	18,918.66	8,413.21	10,505.45	186,810.06	173,133.34	13,676.72	747,539.87
<b>Total 54 - Service and Supplies</b>	520,492.35	359,007.27	161,485.08	63,083.70	37,984.77	25,098.93	583,576.05	396,992.04	186,584.01	2,335,239.68
<b>Total 58 - Utilities</b>	367,102.70	240,322.63	126,780.07	13,933.89	12,424.26	1,509.63	381,036.59	252,746.89	128,289.70	1,414,473.02
<b>Total 59 - Other Expenses-Depreciation/Amort/Other</b>	422,488.89	416,187.93	6,300.96	23,180.70	17,887.73	5,292.97	445,669.59	434,075.66	11,593.93	1,783,391.87
<b>Total Expense</b>	<b>2,399,230.80</b>	<b>2,064,433.99</b>	<b>334,796.81</b>	<b>296,858.82</b>	<b>209,056.80</b>	<b>87,802.02</b>	<b>2,696,089.62</b>	<b>2,273,490.79</b>	<b>422,598.83</b>	<b>10,761,903.38</b>
<b>Net Operational Income</b>	<b>429,376.09</b>	<b>805,471.49</b>	<b>376,095.40</b>	<b>-194,409.84</b>	<b>-123,999.32</b>	<b>70,410.52</b>	<b>234,966.25</b>	<b>681,472.17</b>	<b>446,505.92</b>	<b>-856,935.85</b>
<b>Non-Operational</b>										
<b>70 - Property Tax Revenue</b>										
<b>Total 71 - Property Tax Revenue - Current</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,786,265.83
<b>Total 72 - Property Tax Revenue - Prior Years</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	54,602.05
<b>Total 73 - Property Tax Revenue - Other</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,040.45
<b>Total 70 - Property Tax Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,871,908.33</b>
<b>80 - Other Revenue</b>										
<b>Total 82 - Meter Installation/Fees/Capacity</b>	163,489.89	242,292.41	78,802.52	0.00	0.00	0.00	163,489.89	242,292.41	78,802.52	654,221.50
<b>Total 86 - Penalty &amp; Other Fees</b>	53,715.63	68,265.15	14,549.52	0.00	0.00	0.00	53,715.63	68,265.15	14,549.52	214,948.60
<b>Total 88 - Other</b>	369,731.01	460,011.12	90,280.11	159,542.13	196,099.10	36,556.97	529,273.14	656,110.22	126,837.08	2,117,940.00
<b>Total 89 - Other Revenue</b>	0.00	6,500.00	6,500.00	0.00	0.00	0.00	0.00	6,500.00	6,500.00	0.00
<b>Total 80 - Other Revenue</b>	<b>586,936.53</b>	<b>777,068.68</b>	<b>190,132.15</b>	<b>159,542.13</b>	<b>196,099.10</b>	<b>36,556.97</b>	<b>746,478.66</b>	<b>973,167.78</b>	<b>226,689.12</b>	<b>2,987,110.10</b>
<b>Total Revenue</b>	<b>586,936.53</b>	<b>777,068.68</b>	<b>190,132.15</b>	<b>159,542.13</b>	<b>196,099.10</b>	<b>36,556.97</b>	<b>746,478.66</b>	<b>973,167.78</b>	<b>226,689.12</b>	<b>4,859,018.43</b>

	Total ENTERPRISE FUNDS			Total GOVERNMENT FUNDS			TOTAL			Annual Budget
	Budget	Jul - Per	\$ (Unfav) Budget	Budget	Jul - Per	\$ (Unfav) Budget	Budget	Jul - Per	\$ (Unfav) Budget	
<b>90 - Other Expense</b>										
<b>Total 91 - Interest Expense</b>	21,015.05	19,028.82	1,986.23	0.00	0.00	0.00	21,015.05	19,028.82	1,986.23	485,000.00
<b>Total 92 - Loan Expense</b>	15,956.00	15,956.00	0.00	0.00	0.00	0.00	15,956.00	15,956.00	0.00	15,956.00
<b>Total 93 - Other Expense - Tax Processing</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,380.94
<b>Total 94 - Chromium 6 Expense Reimb</b>	212,563.92	0.00	212,563.92	0.00	0.00	0.00	212,563.92	0.00	212,563.92	850,596.00
<b>Total 95 - Fair Market Value</b>	1,749.30	-29,266.53	31,015.83	749.70	-28,163.65	28,913.35	2,499.00	-57,430.18	59,929.18	10,000.00
<b>Total 99 - Other</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total 90 - Other Expense</b>	251,284.27	5,718.29	245,565.98	749.70	-28,163.65	28,913.35	252,033.97	-22,445.36	274,479.33	1,365,932.94
<b>Total Expense</b>	251,284.27	5,718.29	245,565.98	749.70	-28,163.65	28,913.35	252,033.97	-22,445.36	274,479.33	1,365,932.94
<b>Net Non-Operational Income</b>	335,652.26	771,350.39	435,698.13	158,792.43	224,262.75	65,470.32	494,444.69	995,613.14	501,168.45	3,493,085.49
<b>Net Income</b>	765,028.35	1,576,821.88	811,793.53	-35,617.41	100,263.43	135,880.84	729,410.94	1,677,085.31	947,674.37	2,636,149.64



# Balance Sheet - Consolidated Account Summary

As Of 09/30/2024

	Beginning Balance 07/01/2024	09/30/2024	Change
<b>Assets</b>			
<b>Current Assets</b>			
<b>11 - Cash</b>			
11000 - Cash in Bank	12,232,681.42	12,117,528.60	-115,152.82
11100 - Cash in Bank-Project Fund	6,180,588.05	6,196,572.20	15,984.15
11201 - Cash-Operating Reserves	2,166,444.00	2,166,444.00	0.00
11202 - Cash-Replacement Reserves	4,575,545.01	4,575,545.01	0.00
11203 - Cash-Disaster Reserves	4,398,150.01	4,398,150.01	0.00
11300 - Cash-Water Resources (Righ	545,724.86	545,724.86	0.00
11310 - Cash-Water Rights (Connect	589,664.00	688,736.00	99,072.00
11400 - Rate Stabilization Cash Fund	383,679.00	383,679.00	0.00
<b>Total 11 - Cash</b>	<b>31,072,476.35</b>	<b>31,072,379.68</b>	<b>-96.67</b>
<b>12 - Accounts Receivable</b>			
12010 - Accounts Receivable - Water	1,086,640.65	1,169,452.19	82,811.54
12020 - AR Accounts Receivable	0.00	1,134.70	1,134.70
12150 - A/R - Accrual	81,832.75	92,462.04	10,629.29
12200 - Accounts Receivable - Parks	24,585.47	1,105.00	-23,480.47
12610 - Delinquent Accounts to Tax	54,913.32	135,523.07	80,609.75
12630 - Water Availability Receivabl	94,487.35	94,487.35	0.00
12640 - Water Availability Receivabl	34.80	34.80	0.00
12740 - Tax Receivable - PPHCSD	52,143.11	0.00	-52,143.11
12751 - Lease Receivable - C & G Par	54,061.05	54,061.05	0.00
12752 - Lease Receivable - Asplundh	147,406.81	147,406.81	0.00
12800 - Other Receivable	191,063.17	134,392.63	-56,670.54
12910 - Accrued Interest Receivable	217,295.19	835,933.15	618,637.96
<b>Total 12 - Accounts Receivable</b>	<b>2,004,463.67</b>	<b>2,665,992.79</b>	<b>661,529.12</b>
<b>13 - Inventory</b>			
13010 - Inventory - Water Field Part	320,869.61	326,204.20	5,334.59
<b>Total 13 - Inventory</b>	<b>320,869.61</b>	<b>326,204.20</b>	<b>5,334.59</b>
<b>14 - Other Current Assets</b>			
14100 - Prepaid Expense	285,597.71	270,607.93	-14,989.78
14120 - Prepaid - Worker's Comp	93,404.54	68,622.04	-24,782.50
14130 - Pre Paid Benefit	54,623.40	54,964.75	341.35
14300 - Deferred Outflows of Resou	627,075.00	627,075.00	0.00
<b>Total 14 - Other Current Assets</b>	<b>1,060,700.65</b>	<b>1,021,269.72</b>	<b>-39,430.93</b>
<b>Total Current Assets</b>	<b>34,458,510.28</b>	<b>35,085,846.39</b>	<b>627,336.11</b>
<b>Fixed Assets</b>			
<b>15 - Fixed Assets</b>			
15100 - Land	1,340,885.87	1,340,885.87	0.00
15110 - Land	1,154,890.36	1,154,890.36	0.00
15120 - Land - Parks - Phelan	1,504,729.22	1,504,729.22	0.00
15130 - Land - Parks - Pinon Hills	53,892.65	53,892.65	0.00
15150 - Water Rights	16,371,782.80	16,371,782.80	0.00
15160 - Planning and Development	3,969,753.59	3,969,753.59	0.00
15200 - Bldg & Facilities - Pump Stati	4,172,533.65	4,172,533.65	0.00
15230 - Bldg & Facilities	6,286,664.10	6,286,664.10	0.00
15250 - Water Shares - SCWC	8,400.00	8,400.00	0.00
15320 - Improvement - Phelan	714,266.09	714,266.09	0.00
15330 - Improvement - Pinon Hills	621,073.45	621,073.45	0.00
15340 - Improvement - Parks Develo	57,834.16	57,834.16	0.00
15410 - Wells	8,531,928.15	8,531,928.15	0.00
15420 - Reservoirs	4,187,496.00	4,187,496.00	0.00

**Balance Sheet - Consolidated**

**As Of 09/30/2024**

	Beginning Balance 07/01/2024	09/30/2024	Change
15430 - Tanks	2,281,723.29	2,281,723.29	0.00
15440 - Hydrants Telemetry & Contr	191,669.94	191,669.94	0.00
15450 - Transmission & Dist. Mains	18,644,149.27	18,644,149.27	0.00
15480 - Meters	2,282,731.95	2,282,731.95	0.00
<b>Total 15 - Fixed Assets</b>	<b>72,376,404.54</b>	<b>72,376,404.54</b>	<b>0.00</b>
<b>16 - Equipment</b>			
16620 - Equipment - Computer	1,289,606.51	1,289,606.51	0.00
16630 - Equipment-Office Furnitures	24,914.92	24,914.92	0.00
16640 - Equipment - Operation	574,106.62	574,106.62	0.00
16650 - Equipment - P	12,845.00	12,845.00	0.00
16730 - Trucks	786,810.01	826,332.20	39,522.19
16740 - Backhoe & Trailer	151,064.94	151,064.94	0.00
16750 - Dump Truck	190,800.59	190,800.59	0.00
16800 - Other Equipment	82,940.01	82,940.01	0.00
<b>Total 16 - Equipment</b>	<b>3,113,088.60</b>	<b>3,152,610.79</b>	<b>39,522.19</b>
<b>17 - CIP</b>			
17000 - CIP -	1,707,505.73	1,809,374.64	101,868.91
<b>Total 17 - CIP</b>	<b>1,707,505.73</b>	<b>1,809,374.64</b>	<b>101,868.91</b>
<b>19 - Accumulated Depreciation</b>			
19010 - Accm. Depreciation - ADM	-398,380.70	-407,502.37	-9,121.67
19040 - Accm. Depreciation - Parks	-1,232,303.59	-1,247,919.44	-15,615.85
19050 - Accm. Depreciation - OP	-1,928,535.14	-1,998,574.11	-70,038.97
19200 - Accm. Depreciation - Bldg &	-3,521,713.41	-3,544,359.60	-22,646.19
19410 - Accm. Depreciation - Wells	-2,866,897.33	-2,929,609.33	-62,712.00
19420 - Accm. Depreciation - Reserv	-3,664,100.81	-3,672,175.15	-8,074.34
19430 - Accm. Depreciation - Tanks	-1,016,540.55	-1,033,368.87	-16,828.32
19440 - Accm. Depreciation - Hydrar	-191,669.94	-191,669.94	0.00
19450 - Accm. Depreciation - Transr	-14,673,270.78	-14,736,137.20	-62,866.42
19470 - Accm. Depreciation - Meters	-241,905.63	-279,930.49	-38,024.86
19620 - Accm. Depreciation - Equipn	-1,234,679.25	-1,239,698.80	-5,019.55
19630 - Accm. Depreciation - Office	-24,914.92	-24,914.92	0.00
19640 - Accm. Depreciation - Equipn	-203,623.68	-213,358.47	-9,734.79
19730 - Accm. Depreciation - Truck	-537,589.62	-533,687.91	3,901.71
19740 - Accm. Depreciation - Backhc	-134,504.13	-138,052.88	-3,548.75
19750 - Accm. Depreciation - Dump	-175,067.72	-182,934.15	-7,866.43
19800 - Accm. Depreciation - Other I	-60,907.51	-61,379.64	-472.13
19900 - Accm. Amortization	-3,068,355.00	-3,136,473.80	-68,118.80
<b>Total 19 - Accumulated Depreciation</b>	<b>-35,174,959.71</b>	<b>-35,571,747.07</b>	<b>-396,787.36</b>
<b>Total Fixed Assets</b>	<b>42,022,039.16</b>	<b>41,766,642.90</b>	<b>-255,396.26</b>
<b>Other Assets</b>			
<b>18 - Other Assets</b>			
18100 - Deposits	500.00	500.00	0.00
<b>Total 18 - Other Assets</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>
<b>Total Other Assets</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>
<b>Total Assets</b>	<b>76,481,049.44</b>	<b>76,852,989.29</b>	<b>371,939.85</b>
<b>Liability</b>			
<b>Current Liabilities</b>			
<b>21 - Accounts Payable</b>			
21100 - Accounts Payable - Trade	695,860.80	273,647.44	-422,213.36
21150 - Accounts Payable - Unclaim	2,539.76	2,654.08	114.32
<b>Total 21 - Accounts Payable</b>	<b>698,400.56</b>	<b>276,301.52</b>	<b>-422,099.04</b>
<b>22 - Accrued Payable</b>			
22150 - Accrued Interest Payable	231,192.80	0.00	-231,192.80
22210 - Deferred Revenue	56,876.64	-190.20	-57,066.84
<b>Total 22 - Accrued Payable</b>	<b>288,069.44</b>	<b>-190.20</b>	<b>-288,259.64</b>
<b>23 - Deposit</b>			

**Balance Sheet - Consolidated**

**As Of 09/30/2024**

	Beginning Balance 07/01/2024	09/30/2024	Change
23310 - Customer Deposits	12,501.00	12,501.00	0.00
23320 - Customer Deposit - Meter	18,500.00	18,500.00	0.00
23330 - Customer Deposit - Maint. B	17,447.27	5,013.58	-12,433.69
<b>Total 23 - Deposit</b>	<b>48,448.27</b>	<b>36,014.58</b>	<b>-12,433.69</b>
<b>24 - Payroll Liability</b>			
24410 - Accrued Payroll	89,620.29	0.00	-89,620.29
24510 - Payroll Tax Payable	22,486.68	0.00	-22,486.68
24520 - Garnishment Payable	139.61	0.00	-139.61
24530 - Retirement W/H Payable	17,584.74	0.00	-17,584.74
24560 - Retirement 457 W/H Payabl	275.00	0.00	-275.00
24580 - Supplemental Ins W/H Payal	367.95	-79.75	-447.70
24650 - Current P- Compensated abs	127,108.89	127,108.89	0.00
<b>Total 24 - Payroll Liability</b>	<b>257,583.16</b>	<b>127,029.14</b>	<b>-130,554.02</b>
<b>25 - Other Current Liabilities</b>			
25511 - Deferred Inflow Lease - C & I	48,508.37	48,508.37	0.00
25512 - Deferred Inflow Lease - Spl	143,507.33	143,507.33	0.00
<b>Total 25 - Other Current Liabilities</b>	<b>192,015.70</b>	<b>192,015.70</b>	<b>0.00</b>
<b>Total Current Liabilities</b>	<b>1,484,517.13</b>	<b>631,170.74</b>	<b>-853,346.39</b>
<b>Long Term Liabilities</b>			
<b>29 - Long Term Liability</b>			
29720 - CIEDB Loan	5,318,665.51	5,092,088.41	-226,577.10
29740 - Loan Payable - CalTrans	6,600.34	6,600.34	0.00
29750 - MFC Loan 2021	4,373,633.19	4,247,064.29	-126,568.90
29760 - MFC Civic Center Site Lease	5,851,559.38	5,752,906.31	-98,653.07
29800 - Compensated absences	127,108.88	127,108.88	0.00
29850 - Net Pension Liability	34,656.00	34,656.00	0.00
<b>Total 29 - Long Term Liability</b>	<b>15,712,223.30</b>	<b>15,260,424.23</b>	<b>-451,799.07</b>
<b>Total Long Term Liabilities</b>	<b>15,712,223.30</b>	<b>15,260,424.23</b>	<b>-451,799.07</b>
<b>Total Liability</b>	<b>17,196,740.43</b>	<b>15,891,594.97</b>	<b>-1,305,145.46</b>
<b>Equity</b>			
<b>31 - Board Designated Reserves</b>			
31110 - Operating Reserve - Water&	1,846,517.00	1,846,517.00	0.00
31150 - Operating Reserve - Govt Fu	319,927.00	319,927.00	0.00
31220 - Water Rate Stabilization Fun	383,679.00	383,679.00	0.00
31310 - Replacement Reserve - Wate	4,320,628.01	4,320,628.01	0.00
31350 - Replacement Reserve - Govt	254,917.00	254,917.00	0.00
31410 - Disaster Reserve-Water&Ad	4,184,078.01	4,184,078.01	0.00
31450 - Disaster Reserve - Govt Func	214,072.00	214,072.00	0.00
<b>Total 31 - Board Designated Reserves</b>	<b>11,523,818.02</b>	<b>11,523,818.02</b>	<b>0.00</b>
<b>32 - Unrestricted</b>			
32000 - Unrestricted Net Assets	21,850,570.80	21,850,570.80	0.00
<b>Total 32 - Unrestricted</b>	<b>21,850,570.80</b>	<b>21,850,570.80</b>	<b>0.00</b>
<b>33 - Investment in Plant</b>			
33110 - Investments in Utility Plant-t	23,764,129.39	23,764,129.39	0.00
33120 - Investments in Utility Plant-l	2,145,790.80	2,145,790.80	0.00
<b>Total 33 - Investment in Plant</b>	<b>25,909,920.19</b>	<b>25,909,920.19</b>	<b>0.00</b>
<b>Total Beginning Equity</b>	<b>59,284,309.01</b>	<b>59,284,309.01</b>	<b>0.00</b>
Total Revenue	0.00	3,928,130.74	3,928,130.74
Total Expense	0.00	2,251,045.43	2,251,045.43
<b>Total Equity and Current Surplus (Deficit):</b>	<b>59,284,309.01</b>	<b>60,961,394.32</b>	<b>1,677,085.31</b>
<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b>76,481,049.44</b>	<b>76,852,989.29</b>	<b>371,939.85</b>





Phelan Pinon Hills Community Services District

# Revenue and Expense - Consolidated Summary

For the Period Ending 09/30/2024

	CURRENT			YEAR TO DATE			Annual Budget	%	
	Budget	Per	\$ (Unfav) Budget	YTD Budget	Jul - Per	\$ (Unfav) Budget			
<b>Operational</b>									
<b>Revenue</b>									
<b>Total 40 - Water Consumption</b>	460,081.67	479,272.82	19,191.15	1,649,383.87	1,688,465.66	39,081.79	4,497,672.79	37.54%	0.87%
<b>Total 41 - Water Meter Charges</b>	366,902.51	369,028.01	2,125.50	1,100,707.53	1,106,554.97	5,847.44	4,404,592.24	25.12%	0.13%
<b>Total 44 - Special Assessments</b>	0.00	0.00	0.00	0.00	0.00	0.00	278,554.55	0.00%	0.00%
<b>Total 47 - Parks</b>	2,069.17	990.00	-1,079.17	6,207.51	4,515.00	-1,692.51	24,840.00	18.18%	-6.81%
<b>Total 48 - Other Income</b>	58,252.32	57,738.39	-513.93	174,756.96	155,427.33	-19,329.63	699,307.95	22.23%	-2.76%
<b>Total Revenue</b>	887,305.67	907,029.22	19,723.55	2,931,055.87	2,954,962.96	23,907.09	9,904,967.53	29.83%	0.24%
<b>Expense</b>									
<b>Total 50 - Water</b>	5,838.70	5,977.61	-138.91	5,838.70	5,977.61	-138.91	18,205.37	32.83%	-0.76%
<b>Total 51 - Salary &amp; Benefits</b>	355,585.98	303,404.24	52,181.74	1,064,095.32	993,988.13	70,107.19	4,346,753.57	22.87%	1.61%
<b>Total 52 - Board</b>	9,687.77	10,228.27	-540.50	29,063.31	16,577.12	12,486.19	116,300.00	14.25%	10.74%
<b>Total 53 - Professional Fee</b>	62,270.02	27,985.13	34,284.89	186,810.06	173,133.34	13,676.72	747,539.87	23.16%	1.83%
<b>Total 54 - Service and Supplies</b>	194,525.35	93,141.15	101,384.20	583,576.05	396,992.04	186,584.01	2,335,239.68	17.00%	7.99%
<b>Total 58 - Utilities</b>	118,440.58	4,811.41	113,629.17	381,036.59	252,746.89	128,289.70	1,414,473.02	17.87%	9.07%
<b>Total 59 - Other Expenses-Depreciation/Amort/Other</b>	148,556.53	145,771.33	2,785.20	445,669.59	434,075.66	11,593.93	1,783,391.87	24.34%	0.65%
<b>Total Expense</b>	894,904.93	591,319.14	303,585.79	2,696,089.62	2,273,490.79	422,598.83	10,761,903.38	21.13%	3.93%
<b>Net Operational Income</b>	-7,599.26	315,710.08	323,309.34	234,966.25	681,472.17	446,505.92	-856,935.85	-79.52%	-52.10%
<b>Non-Operational</b>									
<b>70 - Property Tax Revenue</b>									
<b>Total 71 - Property Tax Revenue - Current</b>	0.00	0.00	0.00	0.00	0.00	0.00	1,786,265.83	0.00%	0.00%
<b>Total 72 - Property Tax Revenue - Prior Years</b>	0.00	0.00	0.00	0.00	0.00	0.00	54,602.05	0.00%	0.00%
<b>Total 73 - Property Tax Revenue - Other</b>	0.00	0.00	0.00	0.00	0.00	0.00	31,040.45	0.00%	0.00%
<b>Total 70 - Property Tax Revenue</b>	0.00	0.00	0.00	0.00	0.00	0.00	1,871,908.33	0.00%	0.00%
<b>80 - Other Revenue</b>									
<b>Total 82 - Meter Installation/Fees/Capacity</b>	54,496.63	67,201.43	12,704.80	163,489.89	242,292.41	78,802.52	654,221.50	37.04%	12.05%
<b>Total 86 - Penalty &amp; Other Fees</b>	17,905.21	20,008.55	2,103.34	53,715.63	68,265.15	14,549.52	214,948.60	31.76%	6.77%
<b>Total 88 - Other</b>	176,424.38	222,804.99	46,380.61	529,273.14	656,110.22	126,837.08	2,117,940.00	30.98%	5.99%
<b>Total 89 - Other Revenue</b>	0.00	0.00	0.00	0.00	6,500.00	6,500.00	0.00	0.00%	0.00%
<b>Total 80 - Other Revenue</b>	248,826.22	310,014.97	61,188.75	746,478.66	973,167.78	226,689.12	2,987,110.10	32.58%	7.59%
<b>Total Revenue</b>	248,826.22	310,014.97	61,188.75	746,478.66	973,167.78	226,689.12	4,859,018.43	20.03%	4.67%

	CURRENT			YEAR TO DATE			Annual Budget	%	
	Budget	Per	\$ (Unfav) Budget	YTD Budget	Jul - Per	\$ (Unfav) Budget			
<b>90 - Other Expense</b>									
<b>Total 91 - Interest Expense</b>	15.05	0.00	15.05	21,015.05	19,028.82	1,986.23	485,000.00	3.92%	0.41%
<b>Total 92 - Loan Expense</b>	0.00	0.00	0.00	15,956.00	15,956.00	0.00	15,956.00	100.00%	0.00%
<b>Total 93 - Other Expense - Tax Processing</b>	0.00	0.00	0.00	0.00	0.00	0.00	4,380.94	0.00%	0.00%
<b>Total 94 - Chromium 6 Expense Reimb</b>	70,854.64	0.00	70,854.64	212,563.92	0.00	212,563.92	850,596.00	0.00%	24.99%
<b>Total 95 - Fair Market Value</b>	833.00	-11,319.74	12,152.74	2,499.00	-57,430.18	59,929.18	10,000.00	-574.30%	599.29%
<b>Total 99 - Other</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
<b>Total 90 - Other Expense</b>	71,702.69	-11,319.74	83,022.43	252,033.97	-22,445.36	274,479.33	1,365,932.94	-1.64%	20.09%
<b>Total Expense</b>	71,702.69	-11,319.74	83,022.43	252,033.97	-22,445.36	274,479.33	1,365,932.94	-1.64%	20.09%
<b>Net Non-Operational Income</b>	177,123.53	321,334.71	144,211.18	494,444.69	995,613.14	501,168.45	3,493,085.49	28.50%	14.35%
<b>Net Income</b>	169,524.27	637,044.79	467,520.52	729,410.94	1,677,085.31	947,674.37	2,636,149.64	63.62%	35.95%



# Statement of Cash Flows - Phelan Pinon Hills

Phelan Pinon Hills Community Services Dis

07/01/2024 - 09/30/2024

## 01 - WATER FUND

### Cash Flows From Operating Activities

Total Revenue	3,646,974.16
Total Expense	2,070,152.28
<b>Net Income</b>	<b>1,576,821.88</b>

### Adjustments to Net Income

Depr Amort Exp Accts - Depreciation & Amortization Expense Acct	412,586.83
<b>Net Income After Adjustments</b>	<b>1,989,408.71</b>

### Adjustments to reconcile Net Income to net cash provided by Operating Activities

12010 - Accounts Receivable - Water	82,811.54
12150 - A/R - Accrual	10,629.29
12610 - Delinquent Accounts to Tax Roll	80,609.75
12910 - Accrued Interest Receivable-GF	618,637.96
13010 - Inventory - Water Field Parts	5,334.59
14100 - Prepaid Expense	-14,989.78
14120 - Prepaid - Workers Comp	-24,782.50
14130 - Prepaid Benefit	341.35
21100 - Accounts Payable - Trade	360,470.49
21150 - Accounts Payable - Unclaimed	-114.32
22150 - Accrued Interest Payable	231,192.80
22210 - Deferred Revenue	54,866.84
23330 - Customer Deposit - Maint. Bond	12,433.69
24410 - Accrued Payroll	79,006.00
24510 - Payroll Tax Payable	22,486.68
24520 - Garnishment Payable	139.61
24530 - Retirement W/H Payable	15,138.05
24560 - Retirement 457 W/H Payable	205.90
24580 - Supplemental Ins Payable	447.70
<b>Net cash provided by Operating Activities</b>	<b>454,543.07</b>

### Cash Flows From Investing Activities

16730 - Trucks	-39,522.19
17000 - CIP	-93,424.06
<b>Net cash provided by Investing Activities</b>	<b>-132,946.25</b>

### Cash Flows From Financing Activities

29720 - CIEDB Loan 2012	-226,577.10
29750 - Loan Payable - MFC Loan 2021 (Re-fi)	-126,568.90
29760 - Loan Payable - MFC Civic Center Site Lease	-98,653.07
<b>Net cash provided by Financing Activities</b>	<b>-451,799.07</b>

<b>Net Change in Cash</b>	<b>-130,202.25</b>
<b>Beginning Cash Balance</b>	<b>13,094,099.54</b>
<b>Ending Cash Balance</b>	<b>12,963,897.29</b>

Statement of Cash Flows - Phelan Pinon Hills

07/01/2024 - 09/30/2024

20 - GOV'T GENERAL FUND

Cash Flows From Operating Activities

Total Revenue	107,704.81
Total Expense	<u>-10,473.18</u>
<b>Net Income</b>	<b>118,177.99</b>

Adjustments to reconcile Net Income to net cash provided by Operating Activities

12800 - Other Receivable	2,539.01
21100 - Accounts Payable - Trade	<u>5,645.00</u>
<b>Net cash provided by Operating Activities</b>	<b>109,993.98</b>

<b>Net Change in Cash</b>	<b>109,993.98</b>
<b>Beginning Cash Balance</b>	<b>4,544,327.60</b>
<b>Ending Cash Balance</b>	<b><u>4,654,321.58</u></b>

Statement of Cash Flows - Phelan Pinon Hills

07/01/2024 - 09/30/2024

22 - PARKS & RECREATION

Cash Flows From Operating Activities

Total Revenue	79,007.56
Total Expense	<u>147,581.17</u>
<b>Net Income</b>	<b>-68,573.61</b>

Adjustments to Net Income

Depr Amort Exp Accts - Depreciation & Amortization Expense Acct	<u>17,887.73</u>
<b>Net Income After Adjustments</b>	<b>-50,685.88</b>

Adjustments to reconcile Net Income to net cash provided by Operating Activities

12200 - Accounts Receivable - Gov't	-3,555.00
21100 - Accounts Payable - Trade	50,910.15
22210 - Deferred Revenue	2,200.00
24530 - Retirement W/H Payable	1,795.04
24560 - Retirement 457 W/H Payable	<u>6.00</u>
<b>Net cash provided by Operating Activities</b>	<b>-102,042.07</b>

Cash Flows From Investing Activities

17000 - CIP	<u>-8,444.85</u>
<b>Net cash provided by Investing Activities</b>	<b>-8,444.85</b>

**Net Change in Cash** **-110,486.92**

**Beginning Cash Balance** **6,157,239.56**

**Ending Cash Balance** **6,046,752.64**

Statement of Cash Flows - Phelan Pinon Hills

07/01/2024 - 09/30/2024

23 - STREET LIGHTING

Cash Flows From Operating Activities

Total Revenue	306.65
Total Expense	<u>3,355.64</u>
<b>Net Income</b>	<b>-3,048.99</b>
<b>Adjustments to reconcile Net Income to net cash provided by Operating Activities</b>	
21100 - Accounts Payable - Trade	<u>3,370.00</u>
<b>Net cash provided by Operating Activities</b>	<b>-6,418.99</b>
<b>Net Change in Cash</b>	<b>-6,418.99</b>
<b>Beginning Cash Balance</b>	<b>28,935.92</b>
<b>Ending Cash Balance</b>	<b><u>22,516.93</u></b>

Statement of Cash Flows - Phelan Pinon Hills

07/01/2024 - 09/30/2024

24 - GOV'T PROPERTY TAX

Cash Flows From Operating Activities

Total Revenue	12,486.62
Total Expense	<u>-2,453.22</u>
<b>Net Income</b>	<b>14,939.84</b>
<b>Adjustments to reconcile Net Income to net cash provided by Operating Activities</b>	
12740 - Tax Receivable - PPHCSD	<u>-52,143.11</u>
<b>Net cash provided by Operating Activities</b>	<b>67,082.95</b>
<b>Net Change in Cash</b>	<b>67,082.95</b>
<b>Beginning Cash Balance</b>	<b>986,329.07</b>
<b>Ending Cash Balance</b>	<b><u>1,053,412.02</u></b>

Statement of Cash Flows - Phelan Pinon Hills

07/01/2024 - 09/30/2024

25 - SOLID WASTE

Cash Flows From Operating Activities

Total Revenue	81,650.94
Total Expense	<u>42,882.74</u>
<b>Net Income</b>	<b>38,768.20</b>

Adjustments to reconcile Net Income to net cash provided by Operating Activities

12200 - Accounts Receivable - Gov't	-19,925.47
21100 - Accounts Payable - Trade	1,817.72
24530 - Retirement W/H Payable	651.65
24560 - Retirement 457 W/H Payable	<u>63.10</u>
<b>Net cash provided by Operating Activities</b>	<b>56,161.20</b>

**Net Change in Cash** **56,161.20**

**Beginning Cash Balance** **80,956.61**

**Ending Cash Balance** **137,117.81**





Revenue Code - Description	Current Amount	+ 1 Month	+2 Months	+ 3 Months	+ 4 Months	Balance
400 - Payment Agreement Contract	3,508.35	1,108.02	286.99	25.04	0.00	4,928.40
600 - Misc Charges - Water	6,580.00	7,128.51	3,740.97	1,628.59	1,037.12	20,115.19
600 LIEN - Misc Charges - Water LIEN	0.00	10.46	45.92	0.00	0.00	56.38
996 - Utility Unapplied Credits	-36,029.56	-1,897.61	-1,070.30	-552.00	-1,784.20	-41,333.67
C-001 - Consumption - Residential	420,770.84	77,690.18	51,925.84	2,691.48	986.14	554,064.48
C-001 LIEN - Consumption - Residential LIEN	0.00	909.42	278.54	79.84	51.32	1,319.12
C-002 - Consumption - Commercial	3,458.93	414.65	87.66	0.00	0.00	3,961.24
C-007 - Consumption - Multiple Res	605.29	261.78	78.83	0.00	0.00	945.90
C-009 - Consumption - School	30,649.30	0.00	0.00	0.00	0.00	30,649.30
C-011 - Consumption - Construction	1,091.48	0.00	49.91	0.00	0.00	1,141.39
C-012 - Consumption - Fill Station	7,136.43	0.00	0.00	0.00	0.00	7,136.43
C-100 - Cutoff	110.00	220.00	220.00	121.24	110.00	781.24
CHROM 6-001 - Chromium 6 Surcharge	68,630.71	12,495.65	5,884.20	1,512.45	1,318.80	89,841.81
CHROM-001LIEN - Chromium-6 LIEN	0.00	140.07	52.92	84.24	37.38	314.61
M-001 - Meter Charge - Residential	344,290.10	64,829.09	30,649.39	6,783.88	5,734.86	452,287.32
M-001 LIEN - Meter Chrg - Residential LIEN	0.00	1,951.36	1,302.39	793.36	497.07	4,544.18
M-002 - Meter Charge - Commercial	2,983.93	483.48	47.85	0.00	0.00	3,515.26
M-007 - Meter Charge - Multiple Res	366.20	205.37	53.61	0.00	0.00	625.18
M-009 - Meter Charge - School	4,740.37	0.00	0.00	0.00	0.00	4,740.37
M-011 - Meter Charges - Construction	1,445.91	0.00	14.63	0.00	0.00	1,460.54
M-012 - Meter Charge - Fill Station	1,691.35	0.00	0.00	0.00	0.00	1,691.35
P-001 - Penalty	0.00	17,503.53	8,621.78	2,052.93	1,675.30	29,853.54
P-001 LIEN - Penalty LIEN	0.00	188.09	94.88	71.81	46.80	401.58
P-002 - Penalty-Adjustment	0.00	180.00	122.06	0.00	0.00	302.06
P-003 - Miscellaneous Charges	75.00	338.79	416.69	382.67	385.53	1,598.68
P-003 LIEN - Miscellaneous Charges LIEN	0.00	0.00	68.24	275.00	0.00	343.24
<b>Revenue Totals:</b>	<b>862,104.63</b>	<b>184,160.84</b>	<b>102,973.00</b>	<b>15,950.53</b>	<b>10,096.12</b>	<b>1,175,285.12</b>



Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount
<b>Vendor:</b> <a href="#">ASBCSD</a> <a href="#">093024</a>	<b>Assn of SB County Special Districts</b>					<b>Payable Count: (1)</b>	<b>39.00</b>
	Sept. Meeting - R. Kuwaja	09/30/2024	39.00	0.00	0.00	0.00	39.00
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-0-1-52232	Board - Education,Training/Kujawa		39.00			
<b>Vendor:</b> <a href="#">AVCOM</a> <a href="#">093024</a>	<b>AVCOM Services Inc.</b>					<b>Payable Count: (1)</b>	<b>107.00</b>
	Answering Svc. - Sept.	09/30/2024	107.00	0.00	0.00	0.00	107.00
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-0-1-53150	Outside Service		107.00			
<b>Vendor:</b> <a href="#">CINFIR</a> <a href="#">5231740308</a>	<b>Cintas</b>					<b>Payable Count: (2)</b>	<b>1,018.75</b>
	First Aid Supplies - CSD	09/30/2024	330.08	0.00	0.00	0.00	330.08
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-0-1-54500	Operating Supplies		323.48			
	22-0-1-54500	Operating Supplies		6.60			
<a href="#">5231969408</a>	First Aid Supplies - Shop	09/30/2024	688.67	0.00	0.00	0.00	688.67
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-1-54500	Operating Supplies		688.67			
<b>Vendor:</b> <a href="#">CIN UNI</a> <a href="#">093024</a>	<b>Cintas Corporation</b>					<b>Payable Count: (2)</b>	<b>616.59</b>
	Uniform Rental Svcs. - Sept.	09/30/2024	538.96	0.00	0.00	0.00	538.96
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-1-54680	Uniforms		497.20			
	22-2-1-54680	Uniforms		41.76			
<a href="#">4205662015</a>	Vehicle Wash Station Supplies	09/30/2024	77.63	0.00	0.00	0.00	77.63
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-8-54710	Vehicle Maintenance		77.63			
<b>Vendor:</b> <a href="#">CED</a> <a href="#">9085-1052388</a>	<b>Consolidated Electrical Distributors Inc</b>					<b>Payable Count: (2)</b>	<b>1,508.43</b>
	Electrical Parts to Repair Site 1B Booster B	09/30/2024	361.50	0.00	0.00	31.63	393.13
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-5-54620	Repair & Maintenance		393.13			
<a href="#">9085-1052478</a>	Electrical Parts to Repair Site 1B-B Arc Flash	09/30/2024	1,025.56	0.00	0.00	89.74	1,115.30
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-5-54620	Repair & Maintenance		1,115.30			
<b>Vendor:</b> <a href="#">CORE</a> <a href="#">V691234</a>	<b>Core &amp; Main</b>					<b>Payable Count: (1)</b>	<b>2,483.75</b>
	(70) 1" CTS Clamps	09/23/2024	2,305.10	0.00	0.00	178.65	2,483.75

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Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-0-13010	Inventory - Water Field Parts		2,483.75				
<b>Vendor:</b> <a href="#">SBC LIENS</a>	<b>County of San Bernardino</b>				<b>Payable Count: (1)</b>		<b>380.00</b>
<a href="#">24-206570</a>	(19) Lien Release Docs	09/30/2024	380.00	0.00	0.00	0.00	380.00
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-1-54830	State & County Fees & Services		380.00				
<b>Vendor:</b> <a href="#">CPS HR</a>	<b>CPS HR Consulting</b>				<b>Payable Count: (1)</b>		<b>8,340.00</b>
<a href="#">0014402</a>	HR Consulting Svcs - Investigation	08/31/2024	8,340.00	0.00	0.00	0.00	8,340.00
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-1-53150	Outside Service		8,340.00				
<b>Vendor:</b> <a href="#">DONBAR</a>	<b>Don Bartz</b>				<b>Payable Count: (3)</b>		<b>1,325.50</b>
<a href="#">073124</a>	Mileage Reimb. - July	07/31/2024	438.00	0.00	0.00	0.00	438.00
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-1-54140	Auto Expense		438.00				
<a href="#">083124</a>	Mileage Reimb. - Aug.	08/31/2024	361.50	0.00	0.00	0.00	361.50
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-1-54140	Auto Expense		361.50				
<a href="#">093024</a>	Mileage Reimb. - Sept.	09/30/2024	526.00	0.00	0.00	0.00	526.00
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-1-54140	Auto Expense		526.00				
<b>Vendor:</b> <a href="#">EMERY</a>	<b>Emery Concrete &amp; Asphalt Recycling, Inc.</b>				<b>Payable Count: (1)</b>		<b>82.00</b>
<a href="#">12677</a>	Asphalt Disposal	09/30/2024	82.00	0.00	0.00	0.00	82.00
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-5-54620	Repair & Maintenance		82.00				
<b>Vendor:</b> <a href="#">FBC-Aimee</a>	<b>First Bank Card -Aimee</b>				<b>Payable Count: (1)</b>		<b>1,803.44</b>
<a href="#">093024</a>	M-E Statement - September	09/30/2024	1,803.44	0.00	0.00	0.00	1,803.44
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-1-54110	Advertising		200.00				
01-0-1-54470	Travel Expense		35.00				
01-0-1-54470	Travel Expense		72.21				
01-0-1-54470	Travel Expense		21.44				
01-0-1-54470	Travel Expense		12.10				
01-0-1-54470	Travel Expense		16.13				
01-0-1-54470	Travel Expense		20.35				
01-0-1-54470	Travel Expense		88.80				
01-0-1-54470	Travel Expense		7.10				
01-0-1-54470	Travel Expense		5.23				
01-0-1-54470	Travel Expense		15.13				
01-0-1-54470	Travel Expense		5.23				
01-0-1-54470	Travel Expense		45.50				
01-0-1-54470	Travel Expense		13.70				
01-0-1-54470	Travel Expense		35.00				

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Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount
	01-0-1-54470 Travel Expense				1,210.52		

Vendor: [FBC-CHRIS](#) **First Bank Card** Payable Count: (1) **1,016.13**  
[093024](#) M-E Statement - Sept. 09/30/2024 1,016.13 0.00 0.00 0.00 1,016.13

**Distributions**

Account Number	Account Name	Project Account Key	Distribution Amount
01-1-2-54500	Operating Supplies		140.65
01-1-2-54500	Operating Supplies		10.06
01-1-2-54620	Repair & Maintenance		126.99
01-1-2-54620	Repair & Maintenance		315.00
01-1-2-54650	Small Tools		160.53
01-1-8-54710	Vehicle Maintenance		262.90

Vendor: [FBC-SEAN](#) **First Bank Card** Payable Count: (7) **7,293.90**  
[03-12098-39539](#) Spare mds-sd4 and inet-II radios for scada 09/30/2024 425.61 0.00 0.00 0.00 425.61

**Distributions**

Account Number	Account Name	Project Account Key	Distribution Amount
01-1-2-54620	Repair & Maintenance		425.61

[03-12098-39540](#) Spare mds-sd4 and inet-II radios for scada 09/30/2024 513.43 0.00 0.00 0.00 513.43

**Distributions**

Account Number	Account Name	Project Account Key	Distribution Amount
01-1-2-54620	Repair & Maintenance		513.43

[091924](#) Amazon - (4) Batterires 09/30/2024 818.84 0.00 0.00 0.00 818.84

**Distributions**

Account Number	Account Name	Project Account Key	Distribution Amount
01-1-8-54710	Vehicle Maintenance		818.84

[093024](#) M-E Statement - September 09/30/2024 1,772.57 0.00 80.78 94.81 1,948.16

**Distributions**

Account Number	Account Name	Project Account Key	Distribution Amount
01-1-1-54260	Education & Training		59.22
01-1-1-54260	Education & Training		218.84
01-1-1-54260	Education & Training		286.75
01-1-1-54260	Education & Training		80.00
01-1-1-54440	Meeting, Seminar & Supplies		99.00
01-1-1-54440	Meeting, Seminar & Supplies		113.93
01-1-2-54620	Repair & Maintenance		96.96
01-1-2-54620	Repair & Maintenance		486.69
01-1-2-54620	Repair & Maintenance		355.64
01-1-2-54620	Repair & Maintenance		151.13

[2403543](#) spare phoenix 900 radio and i?o card for scada 09/30/2024 1,188.19 0.00 0.00 0.00 1,188.19

**Distributions**

Account Number	Account Name	Project Account Key	Distribution Amount
01-1-2-54620	Repair & Maintenance		1,188.19

[8546633](#) SCADA backup batteries for plc's at 2a,ss, 7b, zon 09/30/2024 1,117.33 0.00 0.00 87.14 1,204.47

**Distributions**

Account Number	Account Name	Project Account Key	Distribution Amount
01-1-2-54620	Repair & Maintenance		1,204.47

[A1DIIC-02](#) Phoenix contact radio & module for SCADA @ site L1 09/30/2024 1,086.04 0.00 24.99 84.17 1,195.20

**Distributions**

Account Number	Account Name	Project Account Key	Distribution Amount
01-1-2-54620	Repair & Maintenance		1,195.20

Vendor: [FBC-DEBORAH](#) **First Bank Card** Payable Count: (1) **2,388.03**  
[093024](#) M-E Statement - Sept. 09/30/2024 2,388.03 0.00 0.00 0.00 2,388.03

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As Of 09/30/2024

Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-1-52219	Board - Auto Expense/Philips		43.35				
01-0-1-52229	Board - Meals,Travel Expenses/Philips		19.63				
01-0-1-52229	Board - Meals,Travel Expenses/Philips		16.65				
01-0-1-52229	Board - Meals,Travel Expenses/Philips		15.28				
01-0-1-52229	Board - Meals,Travel Expenses/Philips		733.58				
01-0-1-52229	Board - Meals,Travel Expenses/Philips		20.00				
01-0-1-52229	Board - Meals,Travel Expenses/Philips		189.54				
01-0-1-52239	Board - Education,Training/Philips		1,350.00				

Vendor: [FBC-DON](#) **First Bank Card** Payable Count: (1) **3,383.72**  
[093024](#) M-E Statement - September 09/30/2024 3,383.72 0.00 0.00 0.00 3,383.72

<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-1-52229	Board - Meals,Travel Expenses/Philips		233.91				
01-0-1-52229	Board - Meals,Travel Expenses/Philips		276.29				
01-0-1-54470	Travel Expense		233.91				
01-0-1-54470	Travel Expense		276.28				
01-0-1-54470	Travel Expense		973.42				
01-0-1-54470	Travel Expense		230.96				
01-0-1-54470	Travel Expense		246.96				
01-0-1-54470	Travel Expense		299.96				
01-1-1-54440	Meeting, Seminar & Supplies		66.46				
01-1-1-54440	Meeting, Seminar & Supplies		17.82				
01-1-1-54440	Meeting, Seminar & Supplies		37.62				
01-1-1-54440	Meeting, Seminar & Supplies		66.25				
01-1-8-54410	Fuel Costs		150.38				
01-1-8-54410	Fuel Costs		124.80				
01-1-8-54410	Fuel Costs		148.70				

Vendor: [FBC-GEORGE](#) **First Bank Card** Payable Count: (2) **-207.76**  
[093024](#) M-E Statement - Sept. 09/30/2024 267.24 0.00 0.00 0.00 267.24

<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-1-54440	Meeting, Seminar & Supplies	C0114 OUTSIDE SVCS	45.57				
01-1-2-53170	Software Support		0.99				
01-1-8-54410	Fuel Costs		98.48				
01-1-8-54410	Fuel Costs		71.27				
01-7-7-54440	Meeting, Seminar & Supplies		37.62				
01-7-7-54470	Travel Expense		13.31				

[093024 CR](#) M-E Statement - Sept. 09/30/2024 -475.00 0.00 0.00 0.00 -475.00

<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-7-7-54260	Education & Training		-475.00				

Vendor: [FBC-HEATHER](#) **First Bank Card** Payable Count: (1) **978.72**  
[093024](#) M-E Statement - Sept. 09/30/2024 978.72 0.00 0.00 0.00 978.72

<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-1-54440	Meeting, Seminar & Supplies		148.51				
01-0-1-54530	Office Supplies		23.71				
01-0-1-54530	Office Supplies		21.50				
01-0-1-54530	Office Supplies		41.47				
01-0-1-54530	Office Supplies		40.71				
01-0-1-54530	Office Supplies		41.55				
01-0-1-54530	Office Supplies		66.42				
01-0-1-54530	Office Supplies		16.12				

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Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount
01-0-1-54530	Office Supplies				21.75		
01-0-1-54530	Office Supplies				300.06		
01-1-6-54860	Postage & Mailing				13.28		
01-1-6-54860	Postage & Mailing				6.64		
01-1-8-54710	Vehicle Maintenance				237.00		

Vendor: [FBC-JENNIFER](#) First Bank Card Payable Count: (1) 1,550.41  
[093024](#) M-E Statement - Sept. 09/30/2024 1,550.41 0.00 0.00 0.00 1,550.41

**Distributions**

Account Number	Account Name	Project Account Key	Distribution Amount
01-0-1-53170	Software Support		29.00
01-0-1-53170	Software Support		100.00
01-0-1-53170	Software Support		263.89
01-0-1-54440	Meeting, Seminar & Supplies		36.97
01-0-1-54440	Meeting, Seminar & Supplies		49.92
01-0-1-54530	Office Supplies		33.17
01-1-1-53170	Software Support		71.97
01-1-1-54530	Office Supplies		419.89
01-1-1-54530	Office Supplies		18.31
01-1-6-53170	Software Support		120.00
01-1-9-54530	Office Supplies		6.57
01-7-7-53170	Software Support		47.98
22-2-2-54800	Programs (Park & Rec)		190.02
22-2-2-54800	Programs (Park & Rec)		55.00
22-2-2-54800	Programs (Park & Rec)		107.72

Vendor: [FBC-KIM](#) First Bank Card Payable Count: (1) 1,688.83  
[093024](#) M-E Statement - Sept. 09/30/2024 1,688.83 0.00 0.00 0.00 1,688.83

**Distributions**

Account Number	Account Name	Project Account Key	Distribution Amount
01-0-1-53170	Software Support		14.00
01-0-1-54470	Travel Expense		130.30
01-0-1-54470	Travel Expense		31.38
01-0-1-54470	Travel Expense		-39.20
01-0-1-54470	Travel Expense		1,552.35

Vendor: [FBC-LORI](#) First Bank Card Payable Count: (1) 1,755.21  
[093024](#) M-E Statement - Sept. 09/30/2024 1,755.21 0.00 0.00 0.00 1,755.21

**Distributions**

Account Number	Account Name	Project Account Key	Distribution Amount
01-0-1-54260	Education & Training		200.00
01-0-1-54440	Meeting, Seminar & Supplies		111.26
01-0-1-54470	Travel Expense		948.95
01-0-1-54530	Office Supplies		150.00
01-0-1-54530	Office Supplies		345.00

Vendor: [FBC-STEVE](#) First Bank Card Payable Count: (1) 184.27  
[093024](#) M-E Statement - Sept. 09/30/2024 184.27 0.00 0.00 0.00 184.27

**Distributions**

Account Number	Account Name	Project Account Key	Distribution Amount
22-2-2-54230	Dues & Subscriptions		119.63
22-2-2-54800	Programs (Park & Rec)		64.64

Vendor: [GAOSBO](#) G.A. Osborne Pipe & Supply Inc Payable Count: (2) 315.37  
[101-67406-01](#) Material for Station 12 Rehab 09/30/2024 221.05 0.00 0.00 17.13 238.18

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<b>Distributions</b>							
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-5-54620	Repair & Maintenance		238.18			
<a href="#">101-67417-01</a>	Items to Weld Reducers for Station #12 Rehab	09/30/2024	71.64	0.00	0.00	5.55	77.19
<b>Distributions</b>							
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-5-54620	Repair & Maintenance		77.19			
<b>Vendor:</b> <a href="#">GENPUM</a>	<b>General Pump Company, Inc.</b>					<b>Payable Count: (1)</b>	<b>4,800.00</b>
<a href="#">31692</a>	Site 2 Booster A Removed, Inspected, Rehab	09/30/2024	4,800.00	0.00	0.00	0.00	4,800.00
<b>Distributions</b>							
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-5-54620	Repair & Maintenance		4,800.00			
<b>Vendor:</b> <a href="#">LES SCH</a>	<b>Les Schwab Tire Centers of Central CA, INC.</b>					<b>Payable Count: (1)</b>	<b>529.34</b>
<a href="#">58100194101</a>	Vactor #115 - (2) Rear Tires Replaced	09/30/2024	529.34	0.00	0.00	0.00	529.34
<b>Distributions</b>							
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-8-54710	Vehicle Maintenance		529.34			
<b>Vendor:</b> <a href="#">LILBURN</a>	<b>Lilburn Corp.</b>					<b>Payable Count: (1)</b>	<b>4,116.25</b>
<a href="#">24-0738</a>	Civic Center FEMA EOC - NEPA Study	07/31/2024	4,116.25	0.00	0.00	0.00	4,116.25
<b>Distributions</b>							
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-0-0-17000	CIP Enterprise Funds	C0002 OUTSIDE SVCS	4,116.25			
<b>Vendor:</b> <a href="#">McCro</a>	<b>McCrometer, Inc.</b>					<b>Payable Count: (2)</b>	<b>19,495.01</b>
<a href="#">605220</a>	Full Profile Insertion Mtr for Site 1	07/31/2024	6,822.40	0.00	0.00	0.00	6,822.40
<b>Distributions</b>							
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-5-54620	Repair & Maintenance		6,822.40			
<a href="#">608144</a>	Insertion Mtrs. for Flow Control	07/31/2024	12,042.00	0.00	0.00	630.61	12,672.61
<b>Distributions</b>							
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-5-54620	Repair & Maintenance		5,260.64			
	01-1-5-54620	Repair & Maintenance		7,411.97			
<b>Vendor:</b> <a href="#">ANDTRU</a>	<b>Mills Hardware</b>					<b>Payable Count: (1)</b>	<b>141.40</b>
<a href="#">093024</a>	M-E Statement - Sept.	09/30/2024	131.24	0.00	0.00	10.16	141.40
<b>Distributions</b>							
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-2-54620	Repair & Maintenance		63.32			
	01-1-5-54620	Repair & Maintenance		10.43			
	22-2-2-54620	Repair & Maintenance		48.23			
	22-2-2-54620	Repair & Maintenance		19.32			
	22-2-2-54620	Repair & Maintenance		0.10			
<b>Vendor:</b> <a href="#">MWA-ALTO</a>	<b>Mojave Basin Area Watermaster</b>					<b>Payable Count: (1)</b>	<b>169.40</b>
<a href="#">45785</a>	4th. Qtr. Admin/Bio Fees	09/30/2024	169.40	0.00	0.00	0.00	169.40
<b>Distributions</b>							
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-3-50010	MWA/AVW Admin. & Bio Fee		169.40			
<b>Vendor:</b> <a href="#">MWA-OESTE</a>	<b>Mojave Basin Area</b>					<b>Payable Count: (1)</b>	<b>5,808.21</b>
<a href="#">45784</a>	4th. Qtr. Admin/Bio Fees	09/30/2024	5,808.21	0.00	0.00	0.00	5,808.21

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<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-3-50010	MWA/AVW Admin. & Bio Fee		5,808.21				
<b>Vendor:</b> <a href="#">MOUPRO</a>	<b>Mountaineer Progress Newspaper</b>				<b>Payable Count: (1)</b>		<b>225.00</b>
<a href="#">2024-13007</a>	Bridge Fire Advertisement	09/30/2024	225.00	0.00	0.00	0.00	225.00
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-1-53150	Outside Service	C0114 OUTSIDE SVCS	225.00				
<b>Vendor:</b> <a href="#">NAPA</a>	<b>NAPA Auto Parts</b>				<b>Payable Count: (1)</b>		<b>369.30</b>
<a href="#">093024</a>	M-E Statement - Sept.	09/30/2024	334.43	0.00	0.00	34.87	369.30
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-8-54710	Vehicle Maintenance		300.14				
01-1-8-54710	Vehicle Maintenance		-135.53				
01-1-8-54710	Vehicle Maintenance		14.10				
01-1-8-54710	Vehicle Maintenance		190.59				
<b>Vendor:</b> <a href="#">NOV</a>	<b>Novotx, LLC</b>				<b>Payable Count: (1)</b>		<b>22,750.00</b>
<a href="#">inv-00427</a>	ElementsXS - Mobile Asset Management	09/30/2024	22,750.00	0.00	0.00	0.00	22,750.00
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-0-14100	Prepaid Expense		16,500.00				
01-0-0-17000	CIP Enterprise Funds	C0112 OUTSIDE SVCS	6,250.00				
<b>Vendor:</b> <a href="#">PAR PER</a>	<b>Partners Personnel Management Services, LLC</b>				<b>Payable Count: (3)</b>		<b>3,377.45</b>
<a href="#">500340257</a>	Temporary Admin Tech I Position 9/9 - 9/13	09/19/2024	837.00	0.00	0.00	0.00	837.00
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-6-53150	Outside Service		837.00				
<a href="#">500344267</a>	Temporary Admin Tech I Position 9/16 - 9/20	09/22/2024	1,177.47	0.00	0.00	0.00	1,177.47
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-6-53150	Outside Service		1,177.47				
<a href="#">500346107</a>	Temporary Admin Tech I Position 9/23 - 9/27	09/27/2024	1,362.98	0.00	0.00	0.00	1,362.98
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-6-53150	Outside Service		1,362.98				
<b>Vendor:</b> <a href="#">PETCAS - Petty...</a>	<b>Petty Cash</b>				<b>Payable Count: (1)</b>		<b>135.41</b>
<a href="#">093024</a>	Petty Cash Reconciliation July - Sept.	09/30/2024	135.41	0.00	0.00	0.00	135.41
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-1-54500	Operating Supplies		25.14				
01-0-1-59310	Other Operating Expenses		0.41				
22-2-2-54500	Operating Supplies		46.51				
22-2-2-54620	Repair & Maintenance		30.00				
22-2-2-54800	Programs (Park & Rec)		21.55				
22-2-8-54710	Vehicle Maintenance		11.80				
<b>Vendor:</b> <a href="#">PHEEXP</a>	<b>Phelan Express, Inc.</b>				<b>Payable Count: (2)</b>		<b>3,258.46</b>
<a href="#">57956</a>	Trk # 24 - Brakes, Rotors, Pads	09/30/2024	2,228.87	0.00	0.00	0.00	2,228.87
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-8-54710	Vehicle Maintenance		2,228.87				



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<a href="#">58088</a>	Trk #28 - (4) New Tires	09/30/2024	1,029.59	0.00	0.00	0.00	1,029.59
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-8-54710	Vehicle Maintenance		1,029.59				
<b>Vendor:</b> <a href="#">REBEL</a>	<b>Rebel Oil Company, Inc.</b>				<b>Payable Count: (1)</b>		<b>1,821.36</b>
<a href="#">7102599-IN</a>	Fuel - 425 Gl.	09/30/2024	1,821.36	0.00	0.00	0.00	1,821.36
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-8-54410	Fuel Costs		1,821.36				
<b>Vendor:</b> <a href="#">THEGAS</a>	<b>SoCalGas</b>				<b>Payable Count: (2)</b>		<b>69.67</b>
<a href="#">092624-6056</a>	Gas - Pinon Hills CC 8/26 - 9/26	09/26/2024	54.38	0.00	0.00	0.00	54.38
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
22-0-2-58110	Utilities		54.38				
<a href="#">092624-6781</a>	Gas - Pinon Hills Fire 8/26 - 9/26	09/26/2024	15.29	0.00	0.00	0.00	15.29
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
22-0-2-58110	Utilities		15.29				
<b>Vendor:</b> <a href="#">SCE 2439-1773</a>	<b>Southern California Edison</b>				<b>Payable Count: (1)</b>		<b>14.04</b>
<a href="#">092424</a>	Electricity - Phelan Park 8/26 - 9/24	09/24/2024	14.04	0.00	0.00	0.00	14.04
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
22-0-2-58110	Utilities		14.04				
<b>Vendor:</b> <a href="#">SCE 1613-6373</a>	<b>Southern California Edison</b>				<b>Payable Count: (1)</b>		<b>18.39</b>
<a href="#">093024</a>	Electricity - R/R Crossings 9/1 - 9/30	09/30/2024	18.39	0.00	0.00	0.00	18.39
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
23-0-2-58210	Utilities - Street Lights		18.39				
<b>Vendor:</b> <a href="#">SCE 3752-2894</a>	<b>Southern California Edison</b>				<b>Payable Count: (1)</b>		<b>11.40</b>
<a href="#">092924</a>	Electricity - N. Dairy Mobile 8/29 - 9/29	09/29/2024	11.40	0.00	0.00	0.00	11.40
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-3-58110	Utilities		11.40				
<b>Vendor:</b> <a href="#">SCE 4241-7012</a>	<b>Southern California Edison</b>				<b>Payable Count: (1)</b>		<b>11.95</b>
<a href="#">092924</a>	Electricity - S. Dairy Mobile 8/29 - 9/29	09/29/2024	11.95	0.00	0.00	0.00	11.95
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-3-58110	Utilities		11.95				
<b>Vendor:</b> <a href="#">SCE 4490-1265</a>	<b>Southern California Edison</b>				<b>Payable Count: (1)</b>		<b>18.39</b>
<a href="#">093024</a>	Electricity - P.H. Fire Station 9/1 -9/30	09/30/2024	18.39	0.00	0.00	0.00	18.39
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
22-0-2-58110	Utilities		18.39				
<b>Vendor:</b> <a href="#">SCE 5917-6455</a>	<b>Southern California Edison</b>				<b>Payable Count: (1)</b>		<b>28.27</b>
<a href="#">093024</a>	Electricity - Phelan Park St. Lights 9/1 - 9/30	09/30/2024	28.27	0.00	0.00	0.00	28.27

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<b>Vendor:</b> <a href="#">SCE 7695-0442</a>	<b>Southern California Edison</b>						<b>Payable Count: (1)</b> <b>27.60</b>
<a href="#">092924</a>	Electricity - Fill Station 8/29 - 9/29	09/29/2024	27.60	0.00	0.00	0.00	27.60
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	22-2-2-58110	Utilities		28.27			
<b>Vendor:</b> <a href="#">SCE 8092-3468</a>	<b>Southern California Edison</b>						<b>Payable Count: (1)</b> <b>104.25</b>
<a href="#">092924</a>	Electricity - NW Dairy Mobile 8/29 - 9/29	09/29/2024	104.25	0.00	0.00	0.00	104.25
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-0-2-58110	Utilities		27.60			
<b>Vendor:</b> <a href="#">SCE 8362-7804</a>	<b>Southern California Edison</b>						<b>Payable Count: (1)</b> <b>628.74</b>
<a href="#">082824</a>	Electricity - Solar Mtr. & CR 7/31 - 8/28	08/28/2023	628.74	0.00	0.00	0.00	628.74
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-3-58110	Utilities		637.16			
	01-1-3-58115	Utilities - Solar Credits		-8.42			
<b>Vendor:</b> <a href="#">SCE 9515-2666</a>	<b>Southern California Edison</b>						<b>Payable Count: (2)</b> <b>135,087.42</b>
<a href="#">073124</a>	Electricity-Wells, Boosters, Tanks, Credits July	07/31/2024	119,180.53	0.00	0.00	0.00	119,180.53
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-3-58110	Utilities		158,521.72			
	01-1-3-58115	Utilities - Solar Credits		-39,341.19			
<a href="#">083124</a>	Electricity-Wells, Boosters, Tanks, St. Lights, CR	08/31/2024	15,906.89	0.00	0.00	0.00	15,906.89
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-1-3-58110	Utilities		16,056.41			
	01-1-3-58115	Utilities - Solar Credits		-1,829.36			
	23-3-2-58210	Utilities - Street Lights		1,679.84			
<b>Vendor:</b> <a href="#">SCE 9587-0653</a>	<b>Southern California Edison</b>						<b>Payable Count: (1)</b> <b>2,055.15</b>
<a href="#">082524</a>	Electricity - Office & Solar CR 7/26 - 8/25	08/25/2024	2,055.15	0.00	0.00	0.00	2,055.15
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-0-1-58110	Utilities		2,448.51			
	01-1-3-58115	Utilities - Solar Credits		-393.36			
<b>Vendor:</b> <a href="#">TOMDOD</a>	<b>Tom Dodson &amp; Associates</b>						<b>Payable Count: (2)</b> <b>2,234.46</b>
<a href="#">PPH-127-10</a>	Proposed 1.5 MG Reservoir - CEQA	07/03/2024	2,004.46	0.00	0.00	0.00	2,004.46
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-0-0-17000	CIP Enterprise Funds	C0109 OUTSIDE SVCS	2,004.46			
<a href="#">PPH-127-11</a>	Proposed 1.5 MG Reservoir - CEQA	07/03/2024	230.00	0.00	0.00	0.00	230.00
	<b>Distributions</b>						
	<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>			
	01-0-0-17000	CIP Enterprise Funds	C0109 OUTSIDE SVCS	230.00			
<b>Vendor:</b> <a href="#">TOP OPT</a>	<b>Top Option Pest Control</b>						<b>Payable Count: (2)</b> <b>248.00</b>
<a href="#">4209</a>	Pest Control CSD & 1 Bee Removal	09/30/2024	150.00	0.00	0.00	0.00	150.00

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<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-1-53150	Outside Service		75.00				
01-1-6-53150	Outside Service		75.00				
<a href="#">4210</a>	Pest Control - Oasis	09/30/2024	98.00	0.00	0.00	0.00	98.00
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-1-53150	Outside Service		98.00				
<b>Vendor:</b> <a href="#">TRLS</a>	<b>TRLS Engineering, Inc</b>					<b>Payable Count: (1)</b>	<b>15,640.00</b>
<a href="#">4864</a>	Civic Center Civil Plans - FEMA Revision	09/30/2024	15,640.00	0.00	0.00	0.00	15,640.00
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-0-17000	CIP Enterprise Funds	C0002 OUTSIDE SVCS	15,640.00				
<b>Vendor:</b> <a href="#">TYLBUS</a>	<b>Tyler Business Forms</b>					<b>Payable Count: (1)</b>	<b>564.86</b>
<a href="#">96131</a>	Yr-End Tax Forms	09/30/2024	400.23	0.00	133.61	31.02	564.86
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-1-54530	Office Supplies		564.86				
<b>Vendor:</b> <a href="#">USA</a>	<b>Underground Service Alert of So. Cal.</b>					<b>Payable Count: (1)</b>	<b>294.90</b>
<a href="#">920240544</a>	(154) Tickets	09/30/2024	294.90	0.00	0.00	0.00	294.90
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-2-53150	Outside Service		294.90				
<b>Vendor:</b> <a href="#">UNIVAR</a>	<b>UNIVAR INC.</b>					<b>Payable Count: (1)</b>	<b>2,445.82</b>
<a href="#">52437270</a>	Liquid Chlorine - 600 Gl.	09/30/2024	2,445.82	0.00	0.00	0.00	2,445.82
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-1-3-54500	Operating Supplies		2,445.82				
<b>Vendor:</b> <a href="#">WALL GROUP</a>	<b>Wallace Group, a California Corporation</b>					<b>Payable Count: (3)</b>	<b>9,096.25</b>
<a href="#">63254</a>	Professional Services - Grant Support	08/31/2024	1,090.00	0.00	0.00	0.00	1,090.00
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
22-2-1-53150	Outside Service		1,090.00				
<a href="#">63255</a>	Civic Center - Specs Review	08/31/2024	6,718.75	0.00	0.00	0.00	6,718.75
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-0-17000	CIP Enterprise Funds	C0002 OUTSIDE SVCS	6,718.75				
<a href="#">63256</a>	Civic Center - Specs Review	08/31/2024	1,287.50	0.00	0.00	0.00	1,287.50
<b>Distributions</b>							
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>	<b>Distribution Amount</b>				
01-0-0-17000	CIP Enterprise Funds	C0002 OUTSIDE SVCS	1,287.50				
			<b>Payable Account 99-0-0-21100</b>	<b>Payable Count: (78)</b>	<b>Total:</b>	<b>273,647.44</b>	

### Payable Account Summary

Account	Count	Amount
99-0-0-21100 - Accounts Payable - Trade	78	273,647.44
<b>Report Total:</b>	<b>78</b>	<b>273,647.44</b>

### Payable Fund Summary

Fund	Count	Amount
99 - POOLED CASH	78	273,647.44
<b>Report Total:</b>	<b>78</b>	<b>273,647.44</b>



Project Number	Project Name	Group	Type	Status	
<a href="#">C0002</a>	ADMINISTRATIVE PROPERTY	Administration	Construction in Pro...	Active	
<b>Expenses</b>					
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Beginning Balance</b>	<b>Activity</b>	<b>Ending Balance</b>
<a href="#">C0002 ARCHITECT</a>	C0002 ARCHITECT	OUTSIDE SERVICES	0.00	204,970.95	204,970.95
<a href="#">C0002 BUILD</a>	C0002 MODULAR BUILDING	Buildings	0.00	-3,761.15	-3,761.15
<a href="#">C0002 COUNTY FEES</a>	C0002 COUNTY FEES	Fees/License	0.00	113,533.40	113,533.40
<a href="#">C0002 IMPROVE</a>	C0002 IMPROVEMENTS	OUTSIDE SERVICES	0.00	66,751.26	66,751.26
<a href="#">C0002 LABOR</a>	C0002 LABOR - ADMIN BUILDING	LABOR	0.00	15,695.64	15,695.64
<a href="#">C0002 OUTSIDE SVCS</a>	C0002 OUTSIDE SVCS	OUTSIDE SERVICES	0.00	521,081.08	521,081.08
	<b>Total Expenses:</b>		<b>0.00</b>	<b>918,271.18</b>	<b>918,271.18</b>
	<b>Total C0002:</b>		<b>0.00</b>	<b>918,271.18</b>	<b>918,271.18</b>
<a href="#">C0072</a>	Mountain Well	Wells	Construction in Pro...	Active	
<b>Expenses</b>					
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Beginning Balance</b>	<b>Activity</b>	<b>Ending Balance</b>
<a href="#">C0072 LABOR</a>	C0072 LABOR - MOUNTAIN WELL	LABOR	0.00	392.72	392.72
<a href="#">C0072 OUTSIDE SVCS</a>	C0072 OUTSIDE SVCS - MOUNTAIN W...	OUTSIDE SERVICES	0.00	118,681.86	118,681.86
	<b>Total Expenses:</b>		<b>0.00</b>	<b>119,074.58</b>	<b>119,074.58</b>
	<b>Total C0072:</b>		<b>0.00</b>	<b>119,074.58</b>	<b>119,074.58</b>
<a href="#">C0078</a>	Phelan Park Expansion	Parks	Construction in Pro...	Active	
<b>Expenses</b>					
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Beginning Balance</b>	<b>Activity</b>	<b>Ending Balance</b>
<a href="#">C0078 COUNTY FEES</a>	C0078 COUNTY FEES - Phelan Park Ex...	Fees/License	0.00	26,161.58	26,161.58
<a href="#">C0078 ENGINEERING</a>	C0078 ENGINEERING - Phelan Park Ex...	ENGINEERING	0.00	70.44	70.44
<a href="#">C0078 LABOR</a>	C0078 LABOR - Phelan Park Expansion	LABOR	0.00	9,965.25	9,965.25
<a href="#">C0078 OUTSIDE SVCS</a>	C0078 OUTSIDE SVCS - Phelan Park Ex...	OUTSIDE SERVICES	0.00	562,370.26	562,370.26
	<b>Total Expenses:</b>		<b>0.00</b>	<b>598,567.53</b>	<b>598,567.53</b>
	<b>Total C0078:</b>		<b>0.00</b>	<b>598,567.53</b>	<b>598,567.53</b>
<a href="#">C0109</a>	Reservoir 6A - 2	Tanks	Construction in Pro...	Active	
<b>Expenses</b>					
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Beginning Balance</b>	<b>Activity</b>	<b>Ending Balance</b>
<a href="#">C0109 LABOR</a>	C0109 LABOR - Reservoir 6A - 2 (Chr...	LABOR	0.00	569.09	569.09
<a href="#">C0109 LAND</a>	C0109 LAND - Reservoir 6A - 2 (Chrom...	Land	0.00	25,000.00	25,000.00
<a href="#">C0109 OUTSIDE SVCS</a>	C0109 OUTSIDE SVCS - Reservoir 6A - ...	OUTSIDE SERVICES	0.00	74,924.97	74,924.97
	<b>Total Expenses:</b>		<b>0.00</b>	<b>100,494.06</b>	<b>100,494.06</b>
	<b>Total C0109:</b>		<b>0.00</b>	<b>100,494.06</b>	<b>100,494.06</b>
<a href="#">C0111</a>	ARPA project - Community Gard...	Parks	Construction in Pro...	Active	
<b>Expenses</b>					
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Beginning Balance</b>	<b>Activity</b>	<b>Ending Balance</b>
<a href="#">C0111 COUNTY FEES</a>	C0111 COUNTY FEES - ARPA project	Fees/License	0.00	847.46	847.46
<a href="#">C0111 OUTSIDE SVCS</a>	C0111 OUTSIDE SVCS - ARPA project	OUTSIDE SERVICES	0.00	41,839.50	41,839.50
	<b>Total Expenses:</b>		<b>0.00</b>	<b>42,686.96</b>	<b>42,686.96</b>
	<b>Total C0111:</b>		<b>0.00</b>	<b>42,686.96</b>	<b>42,686.96</b>
<a href="#">C0112</a>	Mobile GIS Asset Mgmt Applca...	Study & Design	Construction in Pro...	Active	
<b>Expenses</b>					
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>	<b>Beginning Balance</b>	<b>Activity</b>	<b>Ending Balance</b>
<a href="#">C0112 OUTSIDE SVCS</a>	C0112 OUTSIDE SERVICES - Novotx GIS..	OUTSIDE SERVICES	0.00	57,500.00	57,500.00
	<b>Total Expenses:</b>		<b>0.00</b>	<b>57,500.00</b>	<b>57,500.00</b>
	<b>Total C0112:</b>		<b>0.00</b>	<b>57,500.00</b>	<b>57,500.00</b>

**Summary**

**Project Summary**

Project Number	Project Name	Beginning Balance	Activity	Ending Balance
<a href="#">C0002</a>	ADMINISTRATIVE PROPERTY	0.00	918,271.18	918,271.18
<a href="#">C0072</a>	Mountain Well	0.00	119,074.58	119,074.58
<a href="#">C0078</a>	Phelan Park Expansion	0.00	598,567.53	598,567.53
<a href="#">C0109</a>	Reservoir 6A - 2	0.00	100,494.06	100,494.06
<a href="#">C0111</a>	ARPA project - Community Garden &	0.00	42,686.96	42,686.96
<a href="#">C0112</a>	Mobile GIS Asset Mgmt Applicator	0.00	57,500.00	57,500.00
<b>Project Totals:</b>		<b>0.00</b>	<b>1,836,594.31</b>	<b>1,836,594.31</b>

**Group Summary**

Group	Beginning Balance	Activity	Ending Balance
Adminstration	0.00	918,271.18	918,271.18
Parks	0.00	641,254.49	641,254.49
Study & Design	0.00	57,500.00	57,500.00
Tanks	0.00	100,494.06	100,494.06
Wells	0.00	119,074.58	119,074.58
<b>Group Totals:</b>	<b>0.00</b>	<b>1,836,594.31</b>	<b>1,836,594.31</b>

**Type Summary**

Type	Beginning Balance	Activity	Ending Balance
Construction in Progress	0.00	1,836,594.31	1,836,594.31
<b>Type Totals:</b>	<b>0.00</b>	<b>1,836,594.31</b>	<b>1,836,594.31</b>



DATE: November 5, 2024  
 TO: Board of Directors  
 FROM: Don Bartz, General Manager/Treasurer  
 BY: David Noland, Finance Supervisor

## Cash / Investment Report As of 9/30/24

Institution	Account Type	Amount	Interest Rate	Maturity Date	Market Value	% of total Funds
<b><u>CHECKING ACCOUNTS</u></b>						
Flagstar Bank (DCB)	Checking / Sweep	\$ 182,855.70	2.50%	N/A	\$ 182,855.70	0.59%
<b><u>INVESTMENT ACCOUNTS</u></b>						
State of California	LAIF	\$42,289.17	4.70%	N/A	\$ 42,289.17	0.14%
California CLASS	JP Investment Pool	\$13,756,482.88	5.26%	N/A	\$ 13,756,482.88	44.33%
Flagstar Bank (DCB)	Savings	\$1,036,559.12	3.55%	N/A	\$ 1,036,559.12	3.34%
Flagstar Bank (DCB)	CD (2 yr.)	\$5,000,000.00	4.57%	11/29/2024	\$ 5,000,000.00	16.11%
Flagstar Bank (DCB)	CD (1 yr.)	\$3,000,000.00	5.45%	4/18/2025	\$ 3,000,000.00	9.67%
Flagstar Bank (DCB)	CD (2 yr.)	\$1,000,000.00	4.08%	5/8/2025	\$ 1,000,000.00	3.22%
Flagstar Bank (DCB)	CD (3 yr.)	\$1,000,000.00	4.30%	11/29/2025	\$ 1,000,000.00	3.22%
Flagstar Bank (DCB)	CD (3 yr.)	\$1,000,000.00	4.70%	11/9/2026	\$ 1,000,000.00	3.22%
Flagstar Bank (DCB)	CD (4 yr.)	\$1,000,000.00	4.15%	11/29/2026	\$ 1,000,000.00	3.22%
Flagstar Bank (DCB)	CD (5 yr.)	\$1,000,000.00	4.50%	11/9/2028	\$ 1,000,000.00	3.22%
Charles Schwab	US Treasury (3 yr.)	\$994,000.00	4.25%	11/29/2025	\$ 996,795.63	3.20%
Charles Schwab	CD (2 yr.)	\$250,000.00	4.80%	5/19/2025	\$ 250,981.25	0.81%
Charles Schwab	CD (3 yr.)	\$250,000.00	4.60%	5/15/2026	\$ 252,708.25	0.81%
Charles Schwab	CD (3 yr.)	\$250,000.00	4.65%	5/19/2026	\$ 252,977.75	0.81%
Charles Schwab	CD (3 yr.)	\$21,000.00	4.50%	5/29/2026	\$ 21,223.88	0.07%
Charles Schwab	CD (3 yr.)	\$250,000.00	4.65%	12/14/2026	\$ 254,737.75	0.81%
Charles Schwab	CD (3 yr.)	\$250,000.00	4.60%	12/14/2026	\$ 254,475.50	0.81%
Charles Schwab	CD (4 yr.)	\$250,000.00	4.50%	5/17/2027	\$ 255,121.50	0.81%
Charles Schwab	CD (4 yr.)	\$250,000.00	4.50%	12/13/2027	\$ 256,379.25	0.81%
Charles Schwab	CD (4 yr.)	\$250,000.00	4.55%	12/13/2027	\$ 256,745.00	0.81%
<b><u>MISC ACCOUNTS</u></b>						
Change Fund/Petty Cash		\$ 2,000.00		N/A	\$ 2,000.00	0.01%
<b>TOTAL</b>		<b>\$ 31,035,186.87</b>			<b>\$ 31,072,332.63</b>	<b>100%</b>

**Statement on Compliance with Investment Policy**

The District is in compliance with the adopted Investment Policy

**Statement of Ability to Meet Required Expenditures for the Next Six Months**

Based upon currently budgeted revenues and expenditures, the District has sufficient financial resources to meet the anticipated expenditures for the next six months of 10/1/2024 through 4/1/2025

# Solar Project and Credits Report

<b>Cost of Solar Project:</b>	\$ 5,239,947.43			<u>Running Balance</u>	\$ 5,239,947.43
<b>Loan Received:</b>	\$ 5,000,000.00				\$ (5,000,000.00)
<b>Loan Payments:</b>	Principal	Interest	Total		
Total Pmts 01/2015-06/2020	\$ 1,028,328.62	\$ 909,777.59	\$ 1,938,106.21		Y0-5
07/13/2020	12 \$ 104,326.80	\$ 74,468.84	\$ 178,795.64		Y6
01/04/2021	\$ 106,282.93	\$ 72,512.71	\$ 178,795.64		Y6
08/13/2021	\$ 147,792.30	\$ 21,689.89	\$ 169,482.19		Y7
02/01/2022	\$ 118,069.37	\$ 51,412.82	\$ 169,482.19		Y7
08/01/2022	\$ 119,722.34	\$ 49,759.85	\$ 169,482.19		Y8
02/01/2023	\$ 121,398.45	\$ 48,083.74	\$ 169,482.19		Y8
08/01/2023	\$ 123,098.03	\$ 46,384.16	\$ 169,482.19		Y9
02/01/2024	\$ 124,821.40	\$ 44,660.79	\$ 169,482.19		Y9
08/01/2024	\$ 126,568.90	\$ 42,913.29	\$ 169,482.19		Y10
02/01/2025			\$ -		Y10
Total	\$ 2,120,409.14	\$ 1,361,663.68	\$ 3,482,072.82	\$ 3,482,072.82	
OM Expenses				\$ 380,274.81	
		<b>Total Cost to Date</b>		\$ 4,102,295.06	

## Edison Credits Received:

	Credits Received				
2015/2016	\$ 102,606.65	Total Received for Fiscal Year	Y1	\$ 102,606.65	
2016/2017	\$ 363,593.28	Total Received for Fiscal Year	Y2	\$ 363,593.28	
2017/2018	\$ 370,590.41	Total Received for Fiscal Year	Y3	\$ 370,590.41	
2018/2019	\$ 128,314.95	Total Received for Fiscal Year	Y4	\$ 128,314.95	
2019/2020	\$ 1,075,131.15	Total Received for Fiscal Year	Incl Settlement	Y5	\$ 1,075,131.15
2020/2021	\$ 119,612.47	Total Received for Fiscal Year	Y6	\$ 119,612.47	
2021/2022	\$ 1,237,537.38	Total Received for Fiscal Year	Incl PY Credits	Y7	\$ 1,237,537.38
2022/2023	\$ 341,447.87	Total Received for Fiscal Year	Y8	\$ 341,447.87	
2023/2024	\$ 394,731.65	Total Received for Fiscal Year	Y9	\$ 394,731.65	
July - Sept 2024	\$ 79,205.28		Y10		
Oct - Dec 2024			Y10		
Jan - Mar 2025			Y10		
Apr - Jun 2025			Y10		
2024/2025	\$ 79,205.28	Total Received for Fiscal Year	Y10	\$ 79,205.28	
Total	\$ 4,212,771.09	<b>Total Credits to Date</b>		\$ (4,212,771.09)	4,133,565.81
		<b>Total Cost (Income)</b>		\$ (110,476.03)	



Scenario 09/11/2014 Revised 09/2021

Terms Turnkey System, Annual O&M, 10 Year Performance Guarantee @90%

Terms 25 Year Module Warranty, 10 Year Balance of System Warranty, 30 Year Lifecycle

Financing Structure 20 Yr Loan Term, 3.75% interest rate, Origination Fees and Financing Fees May Apply, \$0 Annual Payment Escalation

Estimate

EOY	Utility Savings	REC Sales	O&M Expense	Pre-COD	Net Operating Savings	Principal Balance	Principal Payment	Interest Payment	Total Debt Service	DSCR	Net Cash Flow
Y0	\$ -	\$ -	\$ -	\$ (198,821)	\$ (198,821)	\$ 5,000,000					\$ (198,821)
2016	\$ 416,265	\$ 3,484	\$ (35,575)	\$ -	\$ 384,174	\$ 4,828,314	\$ (171,686)	\$ (185,905)	\$ (357,591)	107%	\$ 26,583
2017	\$ 431,833	\$ 3,623	\$ (35,575)	\$ -	\$ 399,882	\$ 4,650,130	\$ (178,184)	\$ (179,407)	\$ (357,591)	112%	\$ 42,290
2018	\$ 447,984	\$ 3,768	\$ (35,575)	\$ -	\$ 416,177	\$ 4,465,201	\$ (184,929)	\$ (172,662)	\$ (357,591)	116%	\$ 58,586
2019	\$ 464,738	\$ 3,919	\$ (35,575)	\$ -	\$ 433,082	\$ 4,273,272	\$ (191,929)	\$ (165,662)	\$ (357,591)	121%	\$ 75,491
2020	\$ 482,119	\$ 4,076	\$ (35,575)	\$ -	\$ 450,620	\$ 4,074,078	\$ (199,194)	\$ (158,398)	\$ (357,591)	126%	\$ 93,029
2021	\$ 500,151	\$ 4,239	\$ (35,575)	\$ -	\$ 468,815	\$ 3,867,345	\$ (206,733)	\$ (150,858)	\$ (357,591)	131%	\$ 111,223
2022	\$ 318,788	\$ 12,212	\$ (35,575)	\$ -	\$ 295,425	\$ 3,652,786	\$ (214,559)	\$ (143,033)	\$ (357,591)	136%	\$ (62,166)
2023	\$ 333,890	\$ 12,790	\$ (35,575)	\$ -	\$ 311,105	\$ 3,430,106	\$ (222,680)	\$ (134,911)	\$ (357,591)	142%	\$ (46,486)
2024	\$ 349,708	\$ 13,396	\$ (35,575)	\$ -	\$ 327,529	\$ 3,198,997	\$ (231,109)	\$ (126,482)	\$ (357,591)	148%	\$ (30,062)
2025	\$ 366,276	\$ 14,031	\$ (35,575)	\$ -	\$ 344,732	\$ 2,959,140	\$ (239,857)	\$ (117,735)	\$ (357,591)	153%	\$ (12,859)
2026	\$ 383,628	\$ 14,696	\$ (31,946)	\$ -	\$ 366,378	\$ 2,710,205	\$ (248,936)	\$ (108,656)	\$ (357,591)	161%	\$ 8,786
2027	\$ 401,803	\$ 15,392	\$ (32,905)	\$ -	\$ 384,290	\$ 2,451,847	\$ (258,358)	\$ (99,233)	\$ (357,591)	167%	\$ 26,699
2028	\$ 420,838	\$ 16,121	\$ (33,892)	\$ -	\$ 403,067	\$ 2,183,709	\$ (268,137)	\$ (89,454)	\$ (357,591)	173%	\$ 45,476
2029	\$ 440,775	\$ 16,885	\$ (34,909)	\$ -	\$ 422,751	\$ 1,905,422	\$ (278,287)	\$ (79,304)	\$ (357,591)	179%	\$ 65,160
2030	\$ 461,657	\$ 17,685	\$ (167,208)	\$ -	\$ 312,134	\$ 1,616,602	\$ (288,820)	\$ (68,771)	\$ (357,591)	150%	\$ (45,457)
2031	\$ 483,528	\$ 18,522	\$ (37,035)	\$ -	\$ 465,015	\$ 1,316,849	\$ (299,753)	\$ (57,838)	\$ (357,591)	193%	\$ 107,424
2032	\$ 506,435	\$ 121,398	\$ 48,084	\$ -	\$ 675,917	\$ 1,005,750	\$ (311,099)	\$ (46,492)	\$ (357,591)	201%	\$ 318,326
2033	\$ 530,427	\$ 20,319	\$ (39,290)	\$ -	\$ 511,456	\$ 682,875	\$ (322,874)	\$ (34,717)	\$ (357,591)	208%	\$ 153,865
2034	\$ 555,556	\$ 21,282	\$ (40,469)	\$ -	\$ 536,369	\$ 347,780	\$ (335,096)	\$ (22,495)	\$ (357,591)	216%	\$ 178,778
2035	\$ 581,876	\$ 22,290	\$ (41,683)	\$ -	\$ 562,483	\$ (0)	\$ (347,780)	\$ (9,812)	\$ (357,591)	224%	\$ 204,892
2036	\$ 609,442	\$ 23,346	\$ (42,933)	\$ -	\$ 589,855	\$ (0)	\$ (0)	\$ (0)	\$ -	0%	\$ 589,855
2037	\$ 638,315	\$ 24,452	\$ (44,221)	\$ -	\$ 618,546	\$ (0)	\$ -	\$ -	\$ -	0%	\$ 618,546
2038	\$ 668,555	\$ 25,610	\$ (45,548)	\$ -	\$ 648,617	\$ (0)	\$ -	\$ -	\$ -	0%	\$ 648,617
2039	\$ 700,227	\$ 26,823	\$ (46,914)	\$ -	\$ 680,136	\$ (0)	\$ -	\$ -	\$ -	0%	\$ 680,136
2040	\$ 733,401	\$ 28,094	\$ (48,322)	\$ -	\$ 713,173	\$ (0)	\$ -	\$ -	\$ -	0%	\$ 713,173
2041	\$ 768,146	\$ 29,425	\$ (49,771)	\$ -	\$ 747,800	\$ (0)	\$ -	\$ -	\$ -	0%	\$ 747,800
2042	\$ 804,536	\$ 30,819	\$ (51,265)	\$ -	\$ 784,090	\$ (0)	\$ -	\$ -	\$ -	0%	\$ 784,090
2043	\$ 842,651	\$ 32,279	\$ (52,802)	\$ -	\$ 822,128	\$ (0)	\$ -	\$ -	\$ -	0%	\$ 822,128
2044	\$ 882,572	\$ 33,808	\$ (54,387)	\$ -	\$ 861,993	\$ (0)	\$ -	\$ -	\$ -	0%	\$ 861,993
2045	\$ 924,384	\$ 35,410	\$ (56,018)	\$ -	\$ 903,776	\$ (0)	\$ -	\$ -	\$ -	0%	\$ 903,776
TOTAL	\$ 16,450,503	\$ 650,194	\$ (1,259,181)	\$ (198,821)	\$ 15,642,696		\$ (5,000,000)	\$ (2,151,825)	\$ (7,151,826)		\$ 8,490,870

Actual

FYE	Utility Savings	REC Sales	O&M Expense	Other Exp	Net Operating Savings	Principal Balance	Principal Payment	Interest Payment	Total Debt Service	DSCR	Net Cash Flow
Y0	\$ -	\$ -	\$ -	\$ (239,947)	\$ (239,947)	\$ 5,000,000	\$ (85,046)	\$ (65,104)	\$ (150,150)		\$ (390,097)
2016	\$ 102,607	\$ -	\$ (35,575)	\$ -	\$ 67,032	\$ 4,914,954	\$ (174,905)	\$ (182,686)	\$ (357,591)	19%	\$ (290,559)
2017	\$ 363,593	\$ -	\$ (35,575)	\$ (24,528)	\$ 303,491	\$ 4,740,049	\$ (181,525)	\$ (176,066)	\$ (357,591)	85%	\$ (54,101)
2018	\$ 370,590	\$ -	\$ (35,575)	\$ -	\$ 335,016	\$ 4,558,524	\$ (188,396)	\$ (169,195)	\$ (357,591)	94%	\$ (22,576)
2019	\$ 128,315	\$ -	\$ (35,575)	\$ -	\$ 92,740	\$ 4,370,127	\$ (195,528)	\$ (162,064)	\$ (357,591)	0%	\$ (264,851)
2020	\$ 1,075,131	\$ -	\$ (35,575)	\$ -	\$ 1,039,556	\$ 4,174,600	\$ (202,929)	\$ (154,663)	\$ (357,591)	0%	\$ 681,965
2021	\$ 119,612	\$ -	\$ (35,575)	\$ -	\$ 84,038	\$ 3,971,671	\$ (210,610)	\$ (146,982)	\$ (357,591)	0%	\$ (273,554)
2022	\$ 1,237,537	\$ -	\$ (35,575)	\$ -	\$ 1,201,963	\$ 3,761,062	\$ (265,862)	\$ (73,103)	\$ (338,964)	0%	\$ 862,998
2023	\$ 341,448	\$ -	\$ (35,575)	\$ -	\$ 305,873	\$ 3,495,200	\$ (241,121)	\$ (97,844)	\$ (338,964)	0%	\$ (33,091)
2024	\$ 394,732	\$ -	\$ (35,575)	\$ -	\$ 359,157	\$ 3,254,079	\$ (247,919)	\$ (91,045)	\$ (338,964)	0%	\$ 20,193
2025	\$ 79,205	\$ -	\$ (35,575)	\$ -	\$ 43,631	\$ 3,006,160	\$ (126,569)	\$ (42,913)	\$ (169,482)	0%	\$ (125,852)
2026	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2027	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2028	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2029	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2030	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2031	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2032	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2033	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2034	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2035	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2036	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2037	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2038	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2039	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2040	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2041	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2042	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2043	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2044	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
2045	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -
TOTAL	\$ 4,212,771	\$ -	\$ (355,747)	\$ (264,475)	\$ 3,592,549		\$ (2,120,409)	\$ (1,361,664)	\$ (3,482,073)		\$ 110,476

# Agenda Item 3e

Acceptance of October  
Disbursements



# Cash Disbursements Report By Payment Number

Payment Dates 10/01/2024 - 10/31/2024

Payment Number	Payment Date	Vendor #	Vendor Name	Account Number	Project Account Key	Payment Amount
Payment Number	Payable Number	Description	Vendor Name	Account Number	Project Account Key	Item Amount
685	10/8/2024	GENPUM	General Pump Company, Inc.			4,800.00
	31692	Site 2 Booster A Removed, Inspected,...		01-1-5-54620		4,800.00
686	10/8/2024	REBEL	Rebel Oil Company, Inc.			3,742.92
	7102599-IN	Fuel - 425 Gl.		01-1-8-54410		1,821.36
	7103245-IN	Fuel - 460 Gl.		01-1-8-54410		1,921.56
687	10/25/2024	DEBPHI	Deborah Jeanne Philips			38.42
	093024	Sept. Mileage - SW Auto Expense		01-0-1-52210		-6.70
	093024	Sept. Mileage - CSDA, Board, SW		01-0-1-52219		73.70
	093024	Reimb. for Personal Charges		01-0-1-52229		-35.28
	093024	Sept. Mileage - Solid Waste		25-5-1-52210		6.70
688	10/25/2024	DENMOR	Dennis Morrison			893.19
	110124	Health Insurance Reimb. - Nov.		22-2-2-51230		893.19
689	10/25/2024	LINSMI	Linda Smith			332.52
	110124	Health Insurance Reimb. - Nov.		25-5-1-51230		332.52
690	10/25/2024	MUN DEN	Municipal Dental Pool			3,426.02
	110124	Dental Insurance - November		01-0-0-14130		3,426.02
691	10/25/2024	REBEL	Rebel Oil Company, Inc.			3,738.52
	7103909-IN	Fuel - 475Gl., DSL 175 Gl.		01-1-8-54410		2,841.55
	7104595-IN	Fuel - 200 Gl.		01-1-8-54410		896.97
35171	10/4/2024	ASBCSD	Assn of SB County Special Districts			77.00
	093024	Sept. Meeting - R. Kuwaja		01-0-1-52232		39.00
	102124	Oct. Meeting - R. Kuwaja		01-0-1-52232		38.00
35172	10/4/2024	AVCOM	AVCOM Services Inc.			107.00
	093024	Answering Svc. - Sept.		01-0-1-53150		107.00
35173	10/4/2024	CALTRANS	California Department of Transportation			6,600.35
	15003515028-2	Interest Balance #28		01-1-1-91010		0.01
	15003515040	Loan Pmt #40		01-1-0-29740		6,600.34
35174	10/4/2024	CALTOO	C.T.W.S., LLC			316.14
	907728	Helium for Phun Day		01-1-9-54800		105.38
	907728	Helium for Phun Day		22-2-2-54800		105.38
	907728	Helium for Phun Day		25-5-1-54800		105.38
35175	10/4/2024	CED	Consolidated Electrical Distributors Inc			1,508.43
	9085-1052388	Electrical Parts to Repair Site 1B Boos...		01-1-5-54620		393.13
	9085-1052478	Electrical Parts to Repair Site 1B-B Arc...		01-1-5-54620		1,115.30
35176	10/4/2024	CORE	Core & Main			2,483.75
	V691234	(70) 1" CTS Clamps		01-1-0-13010		2,483.75
35177	10/4/2024	SBC LIENS	County of San Bernardino			380.00
	24-206570	(19) Lien Release Docs		01-1-1-54830		380.00
35178	10/4/2024	CPS HR	CPS HR Consulting			9,142.50
	0012709	HR Consulting Svcs - Investigation		01-0-1-53150		802.50
	0014402	HR Consulting Svcs - Investigation		01-0-1-53150		8,340.00
35179	10/4/2024	DONBAR	Don Bartz			1,325.50
	073124	Mileage Reimb. - July		01-0-1-54140		438.00

Cash Disbursements Report

Payment Dates: 10/01/2024 - 10/31/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	083124	Mileage Reimb. - Aug.		01-0-1-54140		361.50
	093024	Mileage Reimb. - Sept.		01-0-1-54140		526.00
35180	10/4/2024	EMERY	Emery Concrete & Asphalt Recycling, Inc.			174.51
	12677	Asphalt Disposal		01-1-5-54620		82.00
	12713	Class 2 Base for Road Repair		01-1-2-54620		92.51
35181	10/4/2024	GAOSBO	G.A. Osborne Pipe & Supply Inc			315.37
	101-67406-01	Material for Station 12 Rehab		01-1-5-54620		238.18
	101-67417-01	Items to Weld Reducers for Station #...		01-1-5-54620		77.19
35182	10/4/2024	GOTO	GoTo Communications, Inc.			743.81
	IN103280182	Office Phones Support - Oct.		01-0-1-58010		743.81
35183	10/4/2024	LES SCH	Les Schwab Tire Centers of Central CA, INC.			529.34
	58100194101	Vactor #115 - (2) Rear Tires Replaced		01-1-8-54710		529.34
35184	10/4/2024	LILBURN	Lilburn Corp.			4,116.25
	24-0738	Civic Center FEMA EOC - NEPA Study		01-0-0-17000	C0002 OUTSIDE SVCS	4,116.25
35185	10/4/2024	McCro	McCrometer, Inc.			19,495.01
	605220	Full Profile Insertion Mtr for Site 1		01-1-5-54620		6,822.40
	608144	Insertion Mtrs. for Flow Control		01-1-5-54620		7,411.97
	608144	Insertion Mtrs. for Flow Control		01-1-5-54620		5,260.64
35186	10/4/2024	ANDTRU	Mills Hardware			141.40
	093024	Inv #315855 - Wire		01-1-2-54620		63.32
	093024	Inv #315802 - Glue to Repair Booster ...		01-1-5-54620		10.43
	093024	Inv # 315543 - Amount Difference		22-2-2-54620		0.10
	093024	Inv #315818 - PVC Elbow & Slip		22-2-2-54620		19.32
	093024	Inv #315817 - Cable Tie & Rope		22-2-2-54620		48.23
35187	10/4/2024	MWA-OESTE	Mojave Basin Area			5,808.21
	45784	4th. Qtr. Admin/Bio Fees		01-1-3-50010		5,808.21
35188	10/4/2024	MWA-ALTO	Mojave Basin Area Watermaster			169.40
	45785	4th. Qtr. Admin/Bio Fees		01-1-3-50010		169.40
35189	10/4/2024	MOUPRO	Mountaineer Progress Newspaper			225.00
	2024-13007	Bridge Fire Advertisement		01-0-1-53150	C0114 OUTSIDE SVCS	225.00
35190	10/4/2024	NOV	Novotx, LLC			22,750.00
	inv-00427	ElementsXS - Mobile Asset Managem...		01-0-0-14100		16,500.00
	inv-00427	ElementsXS - Mobile Asset Managem...		01-0-0-17000	C0112 OUTSIDE SVCS	6,250.00
35191	10/4/2024	PETCAS - Petty Cash	Petty Cash			135.41
	093024	Petty Cash Reconciliation July - Sept.		01-0-1-54500		25.14
	093024	Petty Cash Reconciliation July - Sept.		01-0-1-59310		0.41
	093024	Petty Cash Reconciliation July - Sept.		22-2-2-54500		46.51
	093024	Petty Cash Reconciliation July - Sept.		22-2-2-54620		30.00
	093024	Petty Cash Reconciliation July - Sept.		22-2-2-54800		21.55
	093024	Petty Cash Reconciliation July - Sept.		22-2-8-54710		11.80
35192	10/4/2024	PHEEXP	Phelan Express, Inc.			3,258.46
	57956	Trk # 24 - Brakes, Rotors, Pads		01-1-8-54710		2,228.87
	58088	Trk #28 - (4) New Tires		01-1-8-54710		1,029.59
35193	10/4/2024	STAINS	Standard Insurance Company			1,148.90
	100124	LTD/Life/AD & D - Oct.		01-0-1-51230		904.86
	100124	LTD/Life/AD & D - Oct.		01-7-7-51230		165.65
	100124	LTD/Life/AD & D - Oct.		22-0-1-51230		78.39
35194	10/4/2024	TOMDOD	Tom Dodson & Associates			2,234.46
	PPH-127-10	Proposed 1.5 MG Reservoir - CEQA		01-0-0-17000	C0109 OUTSIDE SVCS	2,004.46

Cash Disbursements Report

Payment Dates: 10/01/2024 - 10/31/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	PPH-127-11	Proposed 1.5 MG Reservoir - CEQA		01-0-0-17000	C0109 OUTSIDE SVCS	230.00
35195	10/4/2024	TOP OPT	Top Option Pest Control			248.00
	4209	Pest Control CSD		01-0-1-53150		75.00
	4209	(1) Bee Removal		01-1-6-53150		75.00
	4210	Pest Control - Oasis		01-1-1-53150		98.00
35196	10/4/2024	TRLS	TRLS Engineering, Inc			15,640.00
	4864	Civic Center Civil Plans - FEMA Revision		01-0-0-17000	C0002 OUTSIDE SVCS	15,640.00
35197	10/4/2024	TURSEC	Turner Security, Inc			417.55
	235781	Monitoring Svc. - Oct.		01-0-1-53150		46.95
	235781	Monitoring Svc. - Oct.		01-1-1-53150		255.70
	235781	Monitoring Svc. - Oct.		22-2-2-53150		114.90
35198	10/4/2024	TYLBUS	Tyler Business Forms			564.86
	96131	Yr-End Tax Forms		01-0-1-54530		564.86
35199	10/4/2024	USA	Underground Service Alert of So. Cal.			294.90
	920240544	(154) Tickets		01-1-2-53150		294.90
35200	10/4/2024	UNIVAR	UNIVAR INC.			2,445.82
	52437270	Liquid Chlorine - 600 Gl.		01-1-3-54500		2,445.82
35201	10/4/2024	WALL GROUP	Wallace Group, a California Corporation			9,096.25
	63254	Professional Services - Grant Support		22-2-1-53150		1,090.00
	63255	Civic Center - Specs Review		01-0-0-17000	C0002 OUTSIDE SVCS	6,718.75
	63256	Civic Center - Specs Review		01-0-0-17000	C0002 OUTSIDE SVCS	1,287.50
35208	10/23/2024	APEREN	Apex Rentals			227.50
	112990	Concrete for Well 15 Building		01-1-3-54620		227.50
35209	10/23/2024	ASBCSD	Assn of SB County Special Districts			38.00
	102104-1	Oct. Meeting - D. Philips		01-0-1-52239		38.00
35210	10/23/2024	BEN AG	Beneficial Ag Services			490.00
	35440	(2) Fine Mulch Loads - 48.22 Tons		01-1-9-54800		490.00
35211	10/23/2024	BRUMCE	Brunick, McElhane & Kennedy			9,967.50
	207	Legal Svcs. - Aug.		01-0-0-17000	C0002 PHONES	75.00
	207	Legal Svcs. - Aug.		01-0-1-53120		7,155.00
	207	Legal Svcs. - Aug.		01-0-1-53120	C0099 OUTSIDE SVCS	412.50
	207	Legal Svcs. - Aug.		01-1-1-53120		1,575.00
	207	Legal Svcs. - Aug.		01-7-7-53120		652.50
	207	Legal Svcs. - Aug.		25-0-1-53120		97.50
35212	10/23/2024	C WELLS	C Wells Pipeline Materials, Inc.			2,351.11
	SINV24-3627	(2) 8 x 2 DS Brass Saddles		01-1-0-13010		422.38
	SINV24-3627	(1000 ft) 1" Pipe		01-1-0-13010		1,928.73
35213	10/23/2024	CORE	Core & Main			10,192.40
	V723011	CLA-VAL CSM-11 A2-2 Distributor and...		01-1-5-54620		7,887.30
	VT97700	(70) 1" CTS x 3" Repair Clamps		01-1-0-13010		2,305.10
35214	10/23/2024	SBC PARCELS	County of San Bernardino			8.00
	109320	(4) Parcel Map Revisions		01-1-1-54830		8.00
35215	10/23/2024	DVMG	Desert Valley Medical Group Inc			60.00
	14319	DOT Physical - M. Lewis		01-0-1-54290		60.00
35216	10/23/2024	VALLE	Don Gene Fish Jr.			2,580.00
	VVP-0413-1	Streamed Meetings - Aug.		01-0-1-53150		700.00
	VVP-0413-1	Streamed Meetings - Aug.		01-7-7-53150		240.00
	VVP-0413-1	Streamed Meetings - Aug.		22-2-2-53150		350.00
	VVP-0413-1	Streamed Meetings - Aug.		25-5-1-53150		240.00

Cash Disbursements Report

Payment Dates: 10/01/2024 - 10/31/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	VVP-0413-2	Streamed Meetings - Sept.		01-0-1-53150		350.00
	VVP-0413-2	Streamed Meetings - Sept.		25-5-1-53150		700.00
35217	10/23/2024 10795658	GARDA Armored Services - Oct.	Garda CL West, Inc	01-0-1-54200		965.14 965.14
35218	10/23/2024 28428	GEOMON Routine Samples - June	GEO-Monitor, Inc.	01-1-4-53140		5,401.50 5,401.50
35219	10/23/2024 332	GREE SVCS Landscape Maint. - Phelan & PH Parks	Greenstone Services Inc.	22-2-2-53150		720.00 720.00
35220	10/23/2024 272447 272447 272447 272447 272447 272447-1 272447-1 272447-1 272447-1 272447-1 272447-1 272447-1 272447-1 272447-1 272447-1	INFOSE Postage & Printing - Aug. Postage & Printing - Aug. Postage & Printing - Aug. Postage & Printing - Aug. Postage & Printing - Aug. Postage & Printing - Sept. Postage & Printing - Sept. Postage & Printing - Sept. Postage & Printing - Sept. Postage & Printing - Sept. Postage & Printing - Sept. Postage & Printing - Sept. Postage & Printing - Sept. Postage & Printing - Sept. Postage & Printing - Sept. Postage & Printing - Sept.	Infosend Inc	01-1-6-54860 01-1-6-54890 01-1-9-54860 22-2-1-54860 25-5-1-54860 01-1-6-54860 01-1-6-54890 01-1-9-54860 01-1-9-54890 22-2-1-54860 22-2-1-54890 25-5-1-54860 25-5-1-54890		11,733.15 3,113.69 938.73 46.55 23.27 69.83 3,208.30 1,754.89 46.46 711.15 69.69 420.23 69.69 1,260.67
35221	10/23/2024 24-1036	LILBURN Civic Center FEMA EOC - NEPA Study	Lilburn Corp.	01-0-0-17000	C0002 OUTSIDE SVCS	486.25 486.25
35222	10/23/2024 2024102 2024102 2024102	LIN SVC Janitorial Svcs. - CSD, Oasis, CC Wind... Janitorial Svcs. - CSD, Oasis, CC Wind... Janitorial Svcs. - CSD, Oasis, CC Wind...	Richard J. Linsalato	01-0-1-54320 01-1-1-54320 22-0-1-54320		595.00 340.00 225.00 30.00
35223	10/23/2024 17 18	MIL WATER Regional Water Quality - Legal Svcs Regional Water Quality - Legal Svcs	Miliband Water Law	01-0-1-53120 01-0-1-53120	C0099 LEGAL C0099 LEGAL	1,752.00 1,387.00 365.00
35224	10/23/2024 IN4422061	MRCOPY (1) Toner Delivery Fee	MRC Smart Technology Solutions	01-0-1-54530		16.16 16.16
35225	10/23/2024 INV-00443	NOV ElementsXS - Mobile Asset Managemen...	Novotx, LLC	01-0-0-17000	C0112 OUTSIDE SVCS	4,250.00 4,250.00
35226	10/23/2024 387090228001	OFFDEP (4) Business Envelopes	ODP Business Solutions, Inc.	01-0-1-54530		274.07 274.07
35227	10/23/2024 58382 58430	PHEEXP Trk #20 - Oil Change Trk #21 - Oil Change	Phelan Express, Inc.	01-1-8-54710 01-1-8-54710		245.62 133.57 112.05
35228	10/23/2024 9371	R & C Vapor Recovery Testing for Oasis Fuel...	R & C Compliance Management Service	01-1-1-53160		750.00 750.00
35229	10/23/2024 INV-000470	ROAD Asphalt, Hybrid QPR & Perm Patch	Road Soup of California	01-1-5-54620		3,197.25 3,197.25
35230	10/23/2024 0910302024	ARMELE Blanket PO - Electrical Repairs	Rodger Ashby	01-1-5-54620		3,200.00 3,200.00
35231	10/23/2024 7590570982	SCE MISC SCE plan, pre-check, approved site 1B...	Southern California Edison	01-1-5-54620		3,486.38 3,486.38

Cash Disbursements Report

Payment Dates: 10/01/2024 - 10/31/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
35232	10/23/2024 PPH-127-14	TOMDOD Proposed 1.5 MG Reservoir - CEQA	Tom Dodson & Associates	01-0-0-17000	C0109 OUTSIDE SVCS	450.00 450.00
35233	10/23/2024 073124	TRICOM Movies at the Park - Snack Reimb.	Kiwanis Club International Inc	22-2-2-54800		404.60 404.60
35234	10/23/2024 4863	TRLS ARPA - Additional Parking Lot Design	TRLS Engineering, Inc	22-2-0-17000	C0111 OUTSIDE SVCS	7,500.00 7,500.00
35235	10/23/2024 0256887	TT TECH Service Line Splitter for IPS & CTS	TT Technologies, Inc.	01-1-2-54650		1,813.97 1,813.97
35236	10/23/2024 025-480016 025-480906 025-481429	TYLTEC UB Online Support - Oct. Smart Meter Notifications - 7/1-9/30 UB Insite Transaction Fees 7/1-9/30	Tyler Technologies, Inc	01-1-6-53170 01-1-6-53170 01-1-6-53170		13,535.15 265.00 951.40 12,318.75
35237	10/23/2024 82795988 82795988 82795988 82795988 82795988 82795988 82795988 82795988 82795988 82795988 82795988 82795988 82795988	WAXIE Paper Towels Paper Towels for Office and Parks Trash Bags Steelhead Mop Heads Paper Towels Dispencer Paper Towels for Office and Parks Toilet Seat Covers Bleach Shipping Surcharge Paper Towels Kleen Pine General Purpose Cleaner Disposable Dust Mop Case	Waxie Enterprises, Inc	01-1-1-54500 01-1-1-54500 22-2-2-54500 22-2-2-54500 22-2-2-54500 22-2-2-54500 22-2-2-54500 22-2-2-54500 22-2-2-54500 22-2-2-54500 22-2-2-54500 22-2-2-54500 22-2-2-54500		1,409.88 80.52 102.96 150.72 265.02 123.37 102.95 76.02 35.99 9.80 161.04 202.57 98.92
35238	10/23/2024 124481	WIEDRU Background Check - A. Herkelrath	Wienhoff & Associates Inc	01-0-1-54290		32.00 32.00
DFT0013453	10/10/2024 082524 082524	SCE 9587-0653 Electricity - Office 7/26 - 8/25 Electricity - Solar CR 7/26 - 8/25	Southern California Edison	01-0-1-58110 01-1-3-58115		2,055.15 2,448.51 -393.36
DFT0013454	10/4/2024 073124 073124	SCE 9515-2666 Electricity-Wells, Boosters, Tanks July Electricity-Solar Credits July	Southern California Edison	01-1-3-58110 01-1-3-58115		119,180.53 158,521.72 -39,341.19
DFT0013455	10/4/2024 083124 083124 083124	SCE 9515-2666 Electricity-Wells, Boosters, Tanks Aug. Electricity-Solar Credits Aug. Electricity-St. Lights Aug.	Southern California Edison	01-1-3-58110 01-1-3-58115 23-3-2-58210		15,906.89 16,056.41 -1,829.36 1,679.84
DFT0013456	10/10/2024 092624-6056	THEGAS Gas - Pinon Hills CC 8/26 - 9/26	SoCalGas	22-0-2-58110		54.38 54.38
DFT0013457	10/10/2024 092624-6781	THEGAS Gas - Pinon Hills Fire 8/26 - 9/26	SoCalGas	22-0-2-58110		15.29 15.29
DFT0013458	10/10/2024 093024 093024 093024 093024 093024 093024 093024 093024 093024	FBC-JENNIFER Eventbrite Subscription Adoe - (11) Seats - Office Zoom - Icloud Recording Amazon - Board Meeting Supplies Stater Bros - Board Meeting Supplies Amazon - Computer Module Adobe - (3) Seats - Field Amazon - Field Ipad Charging Blocks Amazon - Field Ipad Cases, Protectors,	First Bank Card	01-0-1-53170 01-0-1-53170 01-0-1-53170 01-0-1-54440 01-0-1-54440 01-0-1-54530 01-1-1-53170 01-1-1-54530 01-1-1-54530		1,550.41 29.00 263.89 100.00 49.92 36.97 33.17 71.97 18.31 419.89

Cash Disbursements Report

Payment Dates: 10/01/2024 - 10/31/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	093024	Mailchimp - Customer Service E-Bill		01-1-6-53170		120.00
	093024	Amazon - Phun Day Supplies		01-1-9-54530		6.57
	093024	Adobe - (2) Seats - Eng.		01-7-7-53170		47.98
	093024	Amazon - (2) Candy Canes for Tree Lig...		22-2-2-54800		55.00
	093024	Amazon - Coffee Cups for Tree Light C...		22-2-2-54800		107.72
	093024	Amazon - (6) Candy Canes for Tree Lig...		22-2-2-54800		190.02
DFT0013459	10/10/2024	FBC-KIM	First Bank Card			1,688.83
	093024	Calendar Wiz - Website Calendar Sup...		01-0-1-53170		14.00
	093024	Grand Hyatt-PSHRA Conf. Stay KS (1 n...		01-0-1-54470		1,552.35
	093024	SQ Cab - PSHRA Conf. Transportation ...		01-0-1-54470		31.38
	093024	Grand Hyatt - Stay Refund KS		01-0-1-54470		-39.20
	093024	LAX - PSHRA Conf. Airport Parking Fee..		01-0-1-54470		130.30
DFT0013460	10/10/2024	FBC-GEORGE	First Bank Card			267.24
	093024	Mexico Lindo - Meeting Reg: Bridge Fi...		01-0-1-54440	C0114 OUTSIDE SVCS	45.57
	093024	Apple - Field Ipad Icloud Storage		01-1-2-53170		0.99
	093024	Chevron - Trk #28 Fuel		01-1-8-54410		98.48
	093024	Costco - Trk #28 Fuel		01-1-8-54410		71.27
	093024	Mexico Lindo-Meeting with GM Reg: ...		01-7-7-54440		37.62
	093024	Renaissance Starbucks CSDA Conf. Ex...		01-7-7-54470		13.31
DFT0013461	10/10/2024	FBC-GEORGE	First Bank Card			-475.00
	093024 CR	M-E Statement - Sept.		01-7-7-54260		-475.00
DFT0013462	10/10/2024	FBC-HEATHER	First Bank Card			978.72
	093024	Pizza Factory - Pizza for Staff		01-0-1-54440		148.51
	093024	Amazon - Lysol Spray		01-0-1-54530		41.47
	093024	Amazon - File Folders		01-0-1-54530		16.12
	093024	Amazon - 4-Pack Toner Cartridge		01-0-1-54530		300.06
	093024	Amazon - Custom Stamps		01-0-1-54530		21.50
	093024	Amazon - File Folders		01-0-1-54530		21.75
	093024	Amazon - Paper Plates for Office		01-0-1-54530		23.71
	093024	Amazon - Batteries for Office		01-0-1-54530		40.71
	093024	Amazon - Hand Wash for Office		01-0-1-54530		41.55
	093024	Amazon - Calculator		01-0-1-54530		66.42
	093024	Cert Mail - Leak Letters		01-1-6-54860		13.28
	093024	Cert Mail - Hydrant Damages Postage		01-1-6-54860		6.64
	093024	Amazon - GPS Navigator - Field Trk		01-1-8-54710		237.00
DFT0013463	10/10/2024	RACE	Race Communications			255.00
	RC1331836	Phones- Internert Shop Oct.		01-1-1-58010		255.00
DFT0013464	10/10/2024	RACE	Race Communications			4.00
	RC1338434	Phones- Internert Credit Phelan CC Oc...		22-0-1-58010		-200.00
	RC1338434	Phones- Internert Phelan CC Oct.		22-0-1-58010		204.00
DFT0013465	10/9/2024	RACE	Race Communications			255.00
	RC1338433	Phones- Internert CSD Oct.		01-0-1-58010		255.00
DFT0013466	10/10/2024	RACE	Race Communications			104.00
	RC1338432	Phones - Internet Credit Pinon Hills CC...		22-0-1-58010		-100.00
	RC1338432	Phones - Internet Pinon Hills CC Oct.		22-0-1-58010		204.00
DFT0013467	10/10/2024	FBC-LORI	First Bank Card			1,755.21
	093024	CSMFO - Local Budgeting Online Class ...		01-0-1-54260		200.00
	093024	Ricks Cafe - Staff Meeting - DB, LL, GC,...		01-0-1-54440		111.26
	093024	Renaissance Hotel - CSDA Conference ...		01-0-1-54470		948.95
	093024	CSMFO - Budget Award Application		01-0-1-54530		150.00
	093024	GFOA - Budget Award Application		01-0-1-54530		345.00
DFT0013468	10/10/2024	FBC-DEBORAH	First Bank Card			2,388.03
	093024	Fuel - Fuel for CSDA Conference		01-0-1-52219		43.35



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Payment Dates: 10/01/2024 - 10/31/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	093024	Renaissance Hotel - CSDA Conference...		01-0-1-52229		20.00
	093024	Six Beans - CSDA Conference Meal		01-0-1-52229		19.63
	093024	Carl's Jr -CSDA Conference Personal E...		01-0-1-52229		15.28
	093024	Carl's Jr - CSDA Conference Meal		01-0-1-52229		16.65
	093024	Renaissance Hotel - CSDA Conference ...		01-0-1-52229		733.58
	093024	Enterprise Rental - CSDA Conference ...		01-0-1-52229		189.54
	093024	ACWA Conference Registration Fee.		01-0-1-52239		1,350.00
DFT0013469	10/10/2024	FBC-STEVE	First Bank Card			184.27
	093024	Sams ClubMembership Charged/Canc...		22-2-2-54230		119.63
	093024	Amazon - Decor for Parks Events		22-2-2-54800		64.64
DFT0013470	10/10/2024	FBC-CHRIS	First Bank Card			1,016.13
	093024	Amazon - Safety Labels for Fuel Tank		01-1-2-54500		140.65
	093024	Amazon - Op Supplies		01-1-2-54500		10.06
	093024	Amazon - Fire Hydrant Wrenches		01-1-2-54620		126.99
	093024	In Desert - Waste Oil Pumping & Disp...		01-1-2-54620		315.00
	093024	Amazon - Wrench & Impact Driver for...		01-1-2-54650		160.53
	093024	Amazon - Battery for Trk #32		01-1-8-54710		262.90
DFT0013471	10/10/2024	SCE 1613-6373	Southern California Edison			18.39
	093024	Electricity - R/R Crossings 9/1 - 9/30		23-0-2-58210		18.39
DFT0013472	10/10/2024	SCE 4490-1265	Southern California Edison			18.39
	093024	Electricity - P.H. Fire Station 9/1 -9/30		22-0-2-58110		18.39
DFT0013473	10/10/2024	SCE 2439-1773	Southern California Edison			14.04
	092424	Electricity - Phelan Park 8/26 - 9/24		22-0-2-58110		14.04
DFT0013474	10/10/2024	SCE 7695-0442	Southern California Edison			27.60
	092924	Electricity - Fill Station 8/29 - 9/29		01-0-2-58110		27.60
DFT0013475	10/10/2024	SCE 8092-3468	Southern California Edison			104.25
	092924	Electricity - NW Dairy Mobile 8/29 - 9...		01-1-3-58110		104.25
DFT0013476	10/10/2024	SCE 4241-7012	Southern California Edison			11.95
	092924	Electricity - S. Dairy Mobile 8/29 - 9/29		01-1-3-58110		11.95
DFT0013477	10/10/2024	SCE 5917-6455	Southern California Edison			28.27
	093024	Electricity - Phelan Park St. Lights 9/1 -..		22-2-2-58110		28.27
DFT0013478	10/10/2024	SCE 3752-2894	Southern California Edison			11.40
	092924	Electricity - N. Dairy Mobile 8/29 - 9/29		01-1-3-58110		11.40
DFT0013479	10/10/2024	FBC-Aimee	First Bank Card -Aimee			1,803.44
	093024	BC Water Jobs - Job Ad Posting for A...		01-0-1-54110		200.00
	093024	Starbucks - PSHRA AW		01-0-1-54470		5.23
	093024	Reimbursement - Personal Charge		01-0-1-54470		7.10
	093024	Starbucks - PSHRA AW		01-0-1-54470		13.70
	093024	Starbucks - PSHRA AW & KS		01-0-1-54470		15.13
	093024	Starbucks - PSHRA - Aimee & Kim		01-0-1-54470		16.13
	093024	Teaism - PSHRA Lunch AW		01-0-1-54470		20.35
	093024	LAX - PSHRA Lunch AW		01-0-1-54470		21.44
	093024	Starbucks - PSHRA - Aimee & Kim		01-0-1-54470		12.10
	093024	Starbucks - PSHRA AW		01-0-1-54470		5.23
	093024	Alaska Airlines - Baggage Fee - PSHRA...		01-0-1-54470		35.00
	093024	Alaska Airlines - AW Baggage Fee - P...		01-0-1-54470		35.00
	093024	Grand Hyatt - PSHRA Stay Aimee		01-0-1-54470		1,210.52
	093024	Ella's Wood Fired Kitchen - PSHRA AW		01-0-1-54470		45.50
	093024	The Hamilton - PSHRA Dinner for Kim...		01-0-1-54470		72.21
	093024	Ella's Wood Fired Kitchen - PSHRA Din...		01-0-1-54470		88.80

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0013480	10/10/2024	FBC-SEAN	First Bank Card			1,948.16
	093024	AWWA - Conservation Webinar - Sean		01-1-1-54260		80.00
	093024	DMV - Hazmat Renewal - Sean		01-1-1-54260		59.22
	093024	BNI - (12) Training Guides		01-1-1-54260		286.75
	093024	Molly's Restaurant - Operations Flagg...		01-1-1-54260		218.84
	093024	Mexico Lindo - Staff Meeting for Bridg...		01-1-1-54440		99.00
	093024	Rick's Cafe - Staff Meeting - Health Be...		01-1-1-54440		113.93
	093024	Amazon - Scada Batteries for Smithso...		01-1-2-54620		96.96
	093024	Weathertech - Trk #32 Floor Liner & S...		01-1-2-54620		486.69
	093024	Amazon - Cables for Programming Sc...		01-1-2-54620		151.13
	093024	Amazon - Scada Batteries for 1A. 1B. ...		01-1-2-54620		355.64
DFT0013481	10/10/2024	NAPA	NAPA Auto Parts			369.30
	093024	Cr #629737 - Trk #22 Battery Core De...		01-1-8-54710		-135.53
	093024	Inv #629797 - Trk #22 Oil		01-1-8-54710		14.10
	093024	Inv #630294-DEF for Generators 116-...		01-1-8-54710		190.59
	093024	Inv #629737 - Trk #22 Battery		01-1-8-54710		300.14
DFT0013482	10/10/2024	CIN UNI	Cintas Corporation			77.63
	4205662015	Vehicle Wash Station Supplies		01-1-8-54710		77.63
DFT0013483	10/10/2024	CINFIR	Cintas			330.08
	5231740308	First Aid Supplies - CSD		01-0-1-54500		323.48
	5231740308	First Aid Supplies - CSD		22-0-1-54500		6.60
DFT0013484	10/10/2024	FBC-DON	First Bank Card			3,383.72
	093024	ACWA Stay - Don, Deborah		01-0-1-52229		276.29
	093024	Vacation Condo - ACWA Stay - Don, D...		01-0-1-52229		233.91
	093024	Southwest Airlines - Travel Expense DB		01-0-1-54470		299.96
	093024	Renaissance Hotel - CSDA Meeting DB		01-0-1-54470		973.42
	093024	ACWA Stay - Don, Deborah		01-0-1-54470		276.28
	093024	Southwest Airlines - Travel Expense DB		01-0-1-54470		246.96
	093024	Vacation Condo - ACWA Stay - Don, D...		01-0-1-54470		233.91
	093024	Southwest Airlines - Travel Expense DB		01-0-1-54470		230.96
	093024	Goody's Cafe - CSDA Meeting		01-1-1-54440		17.82
	093024	Mexico Lindo - Staff Meeting		01-1-1-54440		37.62
	093024	Rick's Cafe - Meeting - Don, George, S...		01-1-1-54440		66.25
	093024	Rick's Cafe - 6A Tank Meeting - Don, ...		01-1-1-54440		66.46
	093024	76 - Fuel Expense		01-1-8-54410		150.38
	093024	76 - Fuel Expense		01-1-8-54410		148.70
	093024	Shell - Fuel Expense		01-1-8-54410		124.80
DFT0013485	10/10/2024	CINFIR	Cintas			688.67
	5231969408	First Aid Supplies - Shop		01-1-1-54500		688.67
DFT0013486	10/10/2024	ACT IT	David Shay			7,811.22
	CSCVMLK88N	Software Support - Oct.		01-0-1-53170		7,811.22
DFT0013487	10/10/2024	FBC-SEAN	First Bank Card			5,345.74
	03-12098-39539	Spare mds-sd4 and inet-II radios for s...		01-1-2-54620		425.61
	03-12098-39540	Spare mds-sd4 and inet-II radios for s...		01-1-2-54620		513.43
	091924	Amazon - (4) Batterires		01-1-8-54710		818.84
	2403543	spare phoenix 900 radio and i?o card ...		01-1-2-54620		1,188.19
	8546633	SCADA backup batteries for plc's at 2a...		01-1-2-54620		1,204.47
	A1DIIC-02	Phoenix contact radio & module for S...		01-1-2-54620		1,195.20
DFT0013488	10/10/2024	PAR PER	Partners Personnel Management Services, LLC			3,377.45
	500340257	Temporary Admin Tech I Position 9/9 -..		01-1-6-53150		837.00
	500344267	Temporary Admin Tech I Position 9/16..		01-1-6-53150		1,177.47
	500346107	Temporary Admin Tech I Position 9/23..		01-1-6-53150		1,362.98

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0013489	10/10/2024	CIN UNI	Cintas Corporation			538.96
	093024	Uniform Rental Svcs. - Sept.		01-1-1-54680		497.20
	093024	Uniform Rental Svcs. - Sept.		22-2-1-54680		41.76
DFT0013490	10/11/2024	CALPERS 457	California Public Employees' Deferred Compensation Plan			535.00
	INV0005772	Cal PERS 457/ Employer Plan: 450 717...		01-1-0-24560		402.91
	INV0005772	Cal PERS 457/ Employer Plan: 450 717...		22-2-0-24560		12.98
	INV0005772	Cal PERS 457/ Employer Plan: 450 717...		25-5-0-24560		119.11
DFT0013491	10/11/2024	CALPERS	Calif Public Employees' Retirement System			4,079.60
	INV0005773	CalPERS/Employee Portion(EE)		01-1-0-24530		3,176.78
	INV0005773	CalPERS/Employee Portion(EE)		01-7-0-24530		329.97
	INV0005773	CalPERS/Employee Portion(EE)		22-2-0-24530		314.68
	INV0005773	CalPERS/Employee Portion(EE)		25-5-0-24530		258.17
DFT0013492	10/11/2024	CALPERS	Calif Public Employees' Retirement System			3,867.90
	INV0005774	CalPERS/Employee Portion(ER)		01-1-0-24530		2,707.19
	INV0005774	CalPERS/Employee Portion(ER)		01-7-0-24530		464.38
	INV0005774	CalPERS/Employee Portion(ER)		22-2-0-24530		487.89
	INV0005774	CalPERS/Employee Portion(ER)		25-5-0-24530		208.44
DFT0013493	10/11/2024	CALPERS	Calif Public Employees' Retirement System			10,414.45
	INV0005775	CalPERS/Employer Portion		01-1-0-24530		7,553.49
	INV0005775	CalPERS/Employer Portion		01-7-0-24530		1,113.49
	INV0005775	CalPERS/Employer Portion		22-2-0-24530		1,135.90
	INV0005775	CalPERS/Employer Portion		25-5-0-24530		611.57
DFT0013494	10/11/2024	CALPERS	Calif Public Employees' Retirement System			23.25
	INV0005776	CalPERS Retirement/ Survivor Benefits		01-1-0-24530		16.27
	INV0005776	CalPERS Retirement/ Survivor Benefits		01-7-0-24530		2.03
	INV0005776	CalPERS Retirement/ Survivor Benefits		22-2-0-24530		3.46
	INV0005776	CalPERS Retirement/ Survivor Benefits		25-5-0-24530		1.49
DFT0013495	10/11/2024	CALPERS 457	California Public Employees' Deferred Compensation Plan			42.09
	INV0005778	457 Loan Payback		01-1-0-24560		41.04
	INV0005778	457 Loan Payback		22-2-0-24560		1.05
DFT0013496	10/11/2024	CALSTA	California State Disbursement Unit			139.61
	INV0005779	Remittance ID: 200000001121596		01-1-0-24520		139.61
DFT0013497	10/11/2024	EDD	Employment Development Department			1,196.88
	INV0005780	State Disability Ins - Payroll Taxes		01-0-0-24510		1,196.88
DFT0013498	10/11/2024	IRS	Internal Revenue Service			163.68
	INV0005781	Social Security - Payroll Taxes		01-0-0-24510		163.68
DFT0013499	10/11/2024	EDD	Employment Development Department			0.65
	INV0005782	State Employer Training Tax - Payroll ...		01-0-0-24510		0.65
DFT0013500	10/11/2024	EDD	Employment Development Department			17.02
	INV0005783	State Unemployment Ins - Payroll Tax...		01-0-0-24510		17.02
DFT0013501	10/11/2024	EDD	Employment Development Department			5,042.66
	INV0005784	CA State Income Tax - Payroll Taxes		01-0-0-24510		5,042.66
DFT0013502	10/11/2024	IRS	Internal Revenue Service			3,298.92
	INV0005785	Medicare - Payroll Taxes		01-0-0-24510		3,298.92
DFT0013503	10/11/2024	IRS	Internal Revenue Service			13,887.73
	INV0005786	Federal Income Tax - Payroll Taxes		01-0-0-24510		13,887.73
DFT0013506	10/24/2024	SCE 8362-7804	Southern California Edison			628.74
	083124	Electricity - Solar Meter 7/31-8/28		01-1-3-58110		637.16
	083124	Electricity - Solar Credits 7/31-8/28		01-1-3-58115		-8.42

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0013511	10/24/2024	SCE 7441-5755	Southern California Edison			233.95
	101724	Electricity - Pinon Hills CC & Credits		01-1-3-58115		-113.97
	101724	Electricity - Pinon Hills CC & Credits		22-0-2-58110		347.92
DFT0013512	10/24/2024	SCE 1078-5254	Southern California Edison			441.29
	100724	Electricity - CC & Sr. Center 9/9-10/7		22-0-2-58110		441.29
DFT0013513	10/24/2024	SCE 9515-2666	Southern California Edison			109,004.67
	083124-1	Electricity - Wells, Boosters, Tanks, St....		01-1-3-58110		142,503.47
	083124-1	Electricity - Credits		01-1-3-58115		-33,498.80
DFT0013514	10/24/2024	SCE 9515-2666	Southern California Edison			17,470.29
	093024	Electricity - Wells,Boosters,Tanks,St. L...		01-1-3-58110		17,363.87
	093024	Electricity - Solar Credits		01-1-3-58115		-1,573.42
	093024	Electricity - Wells,Boosters,Tanks,St. L...		23-3-2-58210		1,679.84
DFT0013515	10/23/2024	VER AIR	Verizon Wireless			1,635.97
	9975283423	Phones - SW Early Termination Fee - S...		01-1-1-58010		218.79
	9975283423	Phones - Jet Packs, Tablets, On Call - S...		01-1-1-58010		1,417.18
DFT0013521	10/21/2024	VSP	Vision Service Plan			489.51
	821496107	Vision Insurance - Nov.		01-0-0-14130		489.51
DFT0013522	10/21/2024	KAI PER	Kaiser Permanente			10,178.40
	861892659870	Health Insurance - Nov.		01-0-0-14130		10,178.40
DFT0013523	10/25/2024	ANTBLU	Anthem Blue Cross			24,353.95
	110124	Health Premium - Nov.		01-0-0-14130		24,353.95
DFT0013524	10/22/2024	AME FID	American Fidelity Assurance Company			266.66
	2348635A	Flex Spending 10/1		01-0-0-24580		266.66
DFT0013525	10/25/2024	AME SUP	American Fidelity Assurance			945.50
	D775842	Supplemental Life Insurance - Oct.		01-0-0-24580		945.50
DFT0013528	10/23/2024	PAR PER	Partners Personnel Management Services, LLC			2,731.45
	500349023	Temporary Admin Tech 1 Position 9/3...		01-1-6-53150		1,463.60
	500353022	Temporary Employee for Admin Tech ...		01-1-6-53150		1,267.85
DFT0013529	10/17/2024	PIT RES	Pitney Bowes Bank Inc. Reserve Account			500.00
	101624	Postage for Postage Machine		01-0-1-54860		500.00
DFT0013530	10/25/2024	CALPERS 457	California Public Employees' Deferred Compensation Plan			535.00
	INV0005787	Cal PERS 457/ Employer Plan: 450 717...		01-1-0-24560		399.19
	INV0005787	Cal PERS 457/ Employer Plan: 450 717...		22-2-0-24560		12.60
	INV0005787	Cal PERS 457/ Employer Plan: 450 717...		25-5-0-24560		123.21
DFT0013531	10/25/2024	CALPERS	Calif Public Employees' Retirement System			4,204.88
	INV0005788	CalPERS/Employee Portion(EE)		01-1-0-24530		3,185.61
	INV0005788	CalPERS/Employee Portion(EE)		01-7-0-24530		303.37
	INV0005788	CalPERS/Employee Portion(EE)		22-2-0-24530		438.59
	INV0005788	CalPERS/Employee Portion(EE)		25-5-0-24530		277.31
DFT0013532	10/25/2024	CALPERS	Calif Public Employees' Retirement System			3,872.51
	INV0005789	CalPERS/Employee Portion(ER)		01-1-0-24530		2,683.08
	INV0005789	CalPERS/Employee Portion(ER)		01-7-0-24530		464.38
	INV0005789	CalPERS/Employee Portion(ER)		22-2-0-24530		498.13
	INV0005789	CalPERS/Employee Portion(ER)		25-5-0-24530		226.92
DFT0013533	10/25/2024	CALPERS	Calif Public Employees' Retirement System			10,549.40
	INV0005790	CalPERS/Employer Portion		01-1-0-24530		7,528.09
	INV0005790	CalPERS/Employer Portion		01-7-0-24530		1,086.49
	INV0005790	CalPERS/Employer Portion		22-2-0-24530		1,272.82
	INV0005790	CalPERS/Employer Portion		25-5-0-24530		662.00

Cash Disbursements Report

Payment Dates: 10/01/2024 - 10/31/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0013534	10/25/2024	CALPERS	Calif Public Employees' Retirement System			23.25
	INV0005791	CalPERS Retirement/ Survivor Benefits		01-1-0-24530		16.19
	INV0005791	CalPERS Retirement/ Survivor Benefits		01-7-0-24530		1.95
	INV0005791	CalPERS Retirement/ Survivor Benefits		22-2-0-24530		3.52
	INV0005791	CalPERS Retirement/ Survivor Benefits		25-5-0-24530		1.59
DFT0013535	10/25/2024	CALPERS 457	California Public Employees' Deferred Compensation Plan			42.09
	INV0005792	457 Loan Payback		01-1-0-24560		36.69
	INV0005792	457 Loan Payback		22-2-0-24560		5.40
DFT0013536	10/25/2024	CALSTA	California State Disbursement Unit			139.61
	INV0005793	Remittance ID: 200000001121596		01-1-0-24520		139.61
DFT0013537	10/25/2024	EDD	Employment Development Department			1,239.27
	INV0005794	State Disability Ins - Payroll Taxes		01-0-0-24510		1,239.27
DFT0013538	10/25/2024	EDD	Employment Development Department			2.15
	INV0005795	State Employer Training Tax - Payroll ...		01-0-0-24510		2.15
DFT0013539	10/25/2024	EDD	Employment Development Department			55.85
	INV0005796	State Unemployment Ins - Payroll Tax...		01-0-0-24510		55.85
DFT0013540	10/25/2024	EDD	Employment Development Department			5,284.31
	INV0005797	CA State Income Tax - Payroll Taxes		01-0-0-24510		5,284.31
DFT0013541	10/25/2024	IRS	Internal Revenue Service			3,371.01
	INV0005798	Medicare - Payroll Taxes		01-0-0-24510		3,371.01
DFT0013542	10/25/2024	IRS	Internal Revenue Service			14,543.42
	INV0005799	Federal Income Tax - Payroll Taxes		01-0-0-24510		14,543.42
DFT0013556	10/30/2024	AME FID	American Fidelity Assurance Company			266.66
	2348636A	Flex Spending 10/15		01-0-0-24580		266.66
DFT0013557	10/15/2024	CIN UNI	Cintas Corporation			-2.69
	101524	Early Pmt Discount		01-1-1-54680		-2.69
DFT0013631	10/11/2024	FBC-HEATHER	First Bank Card			-0.30
	093024 CR	FBC-Heather Sept Statement Correcti...		01-0-1-54530		-0.30
<b>Payment Total:</b>						<b>645,806.78</b>

## Report Summary

## Fund Summary

Fund	Payment Amount
01 - WATER FUND	618,053.08
22 - PARKS & RECREATION	19,003.53
23 - STREET LIGHTING	3,378.07
25 - SOLID WASTE	5,372.10
<b>Grand Total:</b>	<b>645,806.78</b>

## Account Summary

Account Number	Account Name	Payment Amount
01-0-0-14100	Prepaid Expense	16,500.00
01-0-0-14130	Prepaid Benefit	38,447.88
01-0-0-17000	CIP Enterprise Funds	41,508.21
01-0-0-24510	Payroll Tax Payable	48,103.55
01-0-0-24580	Supplemental Ins W/H P...	1,478.82
01-0-1-51230	Employee Group Insuran...	904.86
01-0-1-52210	Board Exp - Auto Expense	-6.70
01-0-1-52219	Board - Auto Expense/Ph...	117.05
01-0-1-52229	Board - Meals,Travel Exp...	1,469.60
01-0-1-52232	Board - Education,Traini...	77.00
01-0-1-52239	Board - Education,Traini...	1,388.00
01-0-1-53120	Legal Services	9,319.50
01-0-1-53150	Outside Service	10,646.45
01-0-1-53170	Software Support	8,218.11
01-0-1-54110	Advertising	200.00
01-0-1-54140	Auto Expense	1,325.50
01-0-1-54200	Credit Card Fee & Bank ...	965.14
01-0-1-54260	Education & Training	200.00
01-0-1-54290	Employment Expense	92.00
01-0-1-54320	General Maintenance	340.00
01-0-1-54440	Meeting, Seminar & Sup...	392.23
01-0-1-54470	Travel Expense	6,488.71
01-0-1-54500	Operating Supplies	348.62
01-0-1-54530	Office Supplies	1,956.25
01-0-1-54860	Postage & Mailing	500.00
01-0-1-58010	Telephone	998.81
01-0-1-58110	Utilities	2,448.51
01-0-1-59310	Other Operating Expens...	0.41
01-0-2-58110	Utilities	27.60
01-1-0-13010	Inventory - Water Field ...	7,139.96
01-1-0-24520	Garnishment Payable	279.22
01-1-0-24530	Retirement W/H Payable	26,866.70
01-1-0-24560	Retirement 457 W/H Pa...	879.83
01-1-0-29740	Loan Payable - CalTrans	6,600.34
01-1-1-53120	Legal Services	1,575.00
01-1-1-53150	Outside Service	353.70
01-1-1-53160	Permits & Fees	750.00
01-1-1-53170	Software Support	71.97
01-1-1-54260	Education & Training	644.81
01-1-1-54320	General Maintenance	225.00
01-1-1-54440	Meeting, Seminar & Sup...	401.08
01-1-1-54500	Operating Supplies	872.15
01-1-1-54530	Office Supplies	438.20
01-1-1-54680	Uniforms	494.51
01-1-1-54830	State & County Fees & S...	388.00
01-1-1-58010	Telephone	1,890.97
01-1-1-91010	Interest Expense	0.01
01-1-2-53150	Outside Service	294.90
01-1-2-53170	Software Support	0.99

## Account Summary

Account Number	Account Name	Payment Amount
01-1-2-54500	Operating Supplies	150.71
01-1-2-54620	Repair & Maintenance	6,215.14
01-1-2-54650	Small Tools	1,974.50
01-1-3-50010	MWA/AVW Admin. & Bio..	5,977.61
01-1-3-54500	Operating Supplies	2,445.82
01-1-3-54620	Repair & Maintenance	227.50
01-1-3-58110	Utilities	335,210.23
01-1-3-58115	Utilities - Solar Credits	-76,758.52
01-1-4-53140	Laboratory Analysis	5,401.50
01-1-5-54620	Repair & Maintenance	43,982.17
01-1-6-53150	Outside Service	6,183.90
01-1-6-53170	Software Support	13,655.15
01-1-6-54860	Postage & Mailing	6,341.91
01-1-6-54890	Printing	2,693.62
01-1-8-54410	Fuel Costs	8,075.07
01-1-8-54710	Vehicle Maintenance	5,799.09
01-1-9-54530	Office Supplies	6.57
01-1-9-54800	Programs (Wtr Conservat..	595.38
01-1-9-54860	Postage & Mailing	93.01
01-1-9-54890	Printing	711.15
01-7-0-24530	Retirement W/H Payable	3,766.06
01-7-7-51230	Employee Group Insuran...	165.65
01-7-7-53120	Legal Services	652.50
01-7-7-53150	Outside Service	240.00
01-7-7-53170	Software Support	47.98
01-7-7-54260	Education & Training	-475.00
01-7-7-54440	Meeting, Seminar & Sup...	37.62
01-7-7-54470	Travel Expense	13.31
22-0-1-51230	Employee Group Insuran...	78.39
22-0-1-54320	General Maintenance	30.00
22-0-1-54500	Operating Supplies	6.60
22-0-1-58010	Telephone	108.00
22-0-2-58110	Utilities	891.31
22-2-0-17000	CIP - Parks & Rec	7,500.00
22-2-0-24530	Retirement W/H Payable	4,154.99
22-2-0-24560	Retirement 457 W/H Pa...	32.03
22-2-1-53150	Outside Service	1,090.00
22-2-1-54680	Uniforms	41.76
22-2-1-54860	Postage & Mailing	92.96
22-2-1-54890	Printing	420.23
22-2-2-51230	Employee Group Insuran...	893.19
22-2-2-53150	Outside Service	1,184.90
22-2-2-54230	Dues & Subscriptions	119.63
22-2-2-54500	Operating Supplies	1,272.91
22-2-2-54620	Repair & Maintenance	97.65
22-2-2-54800	Programs (Park & Rec)	948.91
22-2-2-58110	Utilities	28.27
22-2-8-54710	Vehicle Maintenance	11.80
23-0-2-58210	Utilities - Street Lights	18.39
23-3-2-58210	Utilities - Street Lights	3,359.68
25-0-1-53120	Legal Services	97.50
25-5-0-24530	Retirement W/H Payable	2,247.49
25-5-0-24560	Retirement 457 W/H Pa...	242.32
25-5-1-51230	Employee Group Insuran...	332.52
25-5-1-52210	Board Exp - Auto Expense	6.70
25-5-1-53150	Outside Service	940.00
25-5-1-54800	Programs (Solid Waste)	105.38
25-5-1-54860	Postage & Mailing	139.52

**Account Summary**

Account Number	Account Name	Payment Amount
25-5-1-54890	Printing	<u>1,260.67</u>
	<b>Grand Total:</b>	<b>645,806.78</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	594,363.50
C0002 OUTSIDE SVCS	28,248.75
C0002 PHONES	75.00
C0099 LEGAL	1,752.00
C0099 OUTSIDE SVCS	412.50
C0109 OUTSIDE SVCS	2,684.46
C0111 OUTSIDE SVCS	7,500.00
C0112 OUTSIDE SVCS	10,500.00
C0114 OUTSIDE SVCS	<u>270.57</u>
	<b>Grand Total:</b>
	<b>645,806.78</b>



# Agenda Item 3f

Acceptance of November  
Disbursements



# Cash Disbursements Report By Payment Number

Payment Dates 11/01/2024 - 11/30/2024

Payment Number	Payment Date	Vendor #	Description	Vendor Name	Account Number	Project Account Key	Payment Amount
Payment Number	Payable Number	Description	Vendor Name	Account Number			Item Amount
692	11/8/2024	AIMWIL	Aimee Williams				186.93
	102324	Reimb. - Mileage to/from CSDA Confe...		01-0-1-54470			186.93
693	11/8/2024	ANG AHU	Angelica Ahumada				207.45
	103024	Reimb. - CalPers Conference Meal		01-0-1-54470			22.40
	103024	Reimb. - CalPers Conference to/from...		01-0-1-54470			185.05
694	11/8/2024	CHRIS CUMM	Christopher Cummings				105.00
	110124	Reimb. Water Dist. (D4) Renewal Fee		01-1-1-54260			105.00
695	11/8/2024	DEBPHI	Deborah Jeanne Philips				141.37
	103124	Oct. Mileage - Board, Board, MWA, A...		01-0-1-52219			141.37
696	11/8/2024	REBKUJ	Rebecca A. Kujawa				68.21
	103124	Oct. Mileage - ASBCSD Meeting		01-0-1-52212			68.21
697	11/8/2024	REBEL	Rebel Oil Company, Inc.				4,838.98
	7105373-IN	Fuel 598 Gl., DSL - 55 Gl.		01-1-8-54410			2,763.35
	7105957-IN	Fuel - 500 Gl.		01-1-8-54410			2,075.63
698	11/8/2024	TESCON	Tesco Controls, Inc				5,250.90
	0084027-IN	SCADA Repairs at Sites L1 & Smithson...		01-1-2-54620			5,250.90
699	11/21/2024	ANG AHU	Angelica Ahumada				727.75
	103125	Reimb - CALPERS Conf. Stay AA		01-0-1-54470			582.17
	111824	Reimb. - CMSFO Training Meal Expen...		01-0-1-54470			47.75
	111824	Reimb. - CMSFO Training Mileage		01-0-1-54470			54.67
	111824	Reimb. - CMSFO Training Uber to Train..		01-0-1-54470			20.25
	111824	Reimb. - CMSFO Training Uber from T...		01-0-1-54470			22.91
700	11/21/2024	DENMOR	Dennis Morrison				893.19
	120131	Health Insurance Reimb. - Dec.		22-2-2-51230			893.19
701	11/21/2024	GENPUM	General Pump Company, Inc.				6,608.00
	31847	Site 1B Booster A Pull for Rehab- line ...		01-1-5-54620			3,304.00
	31848	Site 2A Booster A Pull for Rehab- Line ...		01-1-5-54620			3,304.00
702	11/21/2024	LINSMI	Linda Smith				332.52
	120124	Health Insurance Reimb. - Dec.		25-5-1-51230			332.52
703	11/21/2024	MUN DEN	Municipal Dental Pool				3,525.68
	120124	Dental Insurance Premium - Dec.		01-0-0-14130			3,525.68
704	11/21/2024	REBEL	Rebel Oil Company, Inc.				3,089.84
	1162891-IN	Grease for Wells, Boosters & Motors		01-1-5-54500			245.48
	7106610-IN	Fuel - 349 Gl.		01-1-8-54410			1,471.92
	7107245	Fuel - 350 Gl.		01-1-8-54410			1,372.44
35240	11/7/2024	AVCOM	AVCOM Services Inc.				93.00
	37683	Answering Svc. Oct.		01-0-1-53150			93.00
35241	11/7/2024	BEN AG	Beneficial Ag Services				245.00
	35541	(1) Fine Mulch Load 23.86 Tons		01-1-9-54800			245.00
35242	11/7/2024	BOOBAR	Boot Barn Inc.				368.55
	INV00416645	Sfty. Work Boots - C. Cummings		01-1-2-54680			200.00
	INV00416647	Sfty. Work Boots - M. Lewis		01-1-2-54680			168.55

Cash Disbursements Report

Payment Dates: 11/01/2024 - 11/30/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
35243	11/7/2024 SINV24-3683 SINV24-3790	C WELLS Special Clamp for Site 4B (50) 8 x 1 DS Brass Saddle	C Wells Pipeline Materials, Inc.	01-1-5-54620 01-1-0-13010		10,074.63 215.50 9,859.13
35244	11/7/2024 1607024 1607746	CA FOREST (1) Unit Crew for Site #10 Weed Abat... (2) Crews for Weed Abatement at Site...	California Department of Forestry and Fire Protection	01-1-2-53150 01-1-2-53150		681.24 227.08 454.16
35245	11/7/2024 DJ6843	CALTOO Helium Cylinder Rental Fee	C.T.W.S., LLC	22-2-2-54800		16.94 16.94
35246	11/7/2024 9085-1053950	CED Electrical Parts for Wells 1A & 2A	Consolidated Electrical Distributors Inc	01-1-3-54620		301.29 301.29
35247	11/7/2024 V79770-2	CORE Sales Tax for Inventory Items	Core & Main	01-1-0-13010		178.65 178.65
35248	11/7/2024 24-230397	SBC LIENS (23) Lien Release Docs	County of San Bernardino	01-1-1-54830		460.00 460.00
35249	11/7/2024 0014690	CPS HR HR Consulting Svcs - Investigation	CPS HR Consulting	01-0-1-53150		3,782.50 3,782.50
35250	11/7/2024 092524	FRO 5072 Phones - Oasis Yard 9/25-10/24	Frontier Communications	01-1-1-58010		197.94 197.94
35251	11/7/2024 091024 103124	FRO 3434 Phones - Telemetry 9/10-10/9 Phones - Telemetry 10/10-11/9	Frontier Communications	01-1-5-58010 01-1-5-58010		95.94 226.41 -130.47
35252	11/7/2024 100724	FRO 5743 Phones - Office 10/7-11/6	Frontier Communications	01-0-1-58010		70.18 70.18
35253	11/7/2024 091924	FRO 8637 Phones - Sr. Center 9/19-10/18	Frontier Communications	22-0-1-58010		78.51 78.51
35254	11/7/2024 10798337	GARDA Armored Svcs - Nov.	Garda CL West, Inc	01-0-1-54200		965.14 965.14
35255	11/7/2024 28818	GEOMON Routine Samples - Sept.	GEO-Monitor, Inc.	01-1-4-53140		3,450.00 3,450.00
35256	11/7/2024 IN7103382872	GOTO Office Phones Support - Nov.	GoTo Communications, Inc.	01-0-1-58010		743.81 743.81
35257	11/7/2024 2011542 2011542	HATTRI Shirts/Sweatshirts for Office Staff -1 F... Shirts/Sweatshirts for Office Staff -1 F...	Hatrix Team Sports & Embroidery	01-0-1-54680 01-1-1-54680		909.29 763.36 145.93
35258	11/7/2024 110124	LACOTAX APN:3089-021-270 Well #14 FY 2024-...	Los Angeles County Tax Collector	01-1-1-59110		101.38 101.38
35259	11/7/2024 093024 093024 093024 100824 706444693 99101091	LOWES Finance Charge Inv #517087586 - Dloor Coser & Knob ... Inv #639556142 - Hammer & Feathers... Inv #75448672 - Concrete, Bucket for... Conduit Material for Flow Meters at Si... Taffic Control Lighting for Flaggers	Lowe's Credit	01-1-2-54500 01-1-2-54500 01-1-2-54620 01-1-3-54620 01-1-2-54620 01-1-2-54620		1,776.39 23.97 131.59 67.06 219.59 629.61 704.57
35260	11/7/2024 103124 103124 103124 103124	ANDTRU Inv # 316074 - Vinyl Inv # 315996 - Concrete Bolts for Well... Inv # 315992 - Screws for Well #15 Ro... Inv # 316071 -Parts for Phone Line Re...	Mills Hardware	01-0-1-54620 01-1-2-54500 01-1-2-54500 01-1-2-54500		695.12 22.56 47.91 44.17 24.65

Cash Disbursements Report

Payment Dates: 11/01/2024 - 11/30/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	103124	Inv # 316057 - Fittings for Gauges		01-1-2-54500		34.01
	103124	Inv # 315940 - Pothole Digger Rental		01-1-2-54620		86.20
	103124	Inv # 316034 - Supplies for Grafitti Re...		01-1-2-54620		78.60
	103124	Inv # 315935 - Tools for Trk #25		01-1-2-54650		86.88
	103124	Inv # 315939 - Level for Well #15		01-1-3-54620		4.30
	103124	Inv # 315886 - Tie Wires for Well #15		01-1-3-54620		16.15
	103124	Inv # 316021 - Tools for Site Maint.		01-1-5-54620		45.22
	103124	Inv # 316038 - Bolts for Booster A at 1B		01-1-5-54620		30.94
	103124	Inv # 316073 - Hose Clamps		22-2-2-54620		13.53
	103124	Inv # 315974 - (2) Trash Cans		22-2-2-54620		77.56
	103124	Inv # 315962 Paint & Supplies		22-2-2-54620		42.57
	103124	Inv # 315900 - Key Blanks		22-2-2-54620		28.79
	103124	Inv # 315947 - Hinge Post		22-2-2-54620		8.61
	103124	Inv # 315905 Key Blanks		22-2-2-54620		2.47
35262	11/7/2024 I-02264330	OFFSOL Office Supplies - Paper, Folders, Binde...	Office Solutions	01-0-1-54530		265.49 265.49
35263	11/7/2024 4918775	PATSAL Steel for Meter Effluent Monitoring	Patton Sales Corp	01-1-5-54620		330.74 330.74
35264	11/7/2024 58966	PHEEXP Trk #28 - Oil Change	Phelan Express, Inc.	01-1-8-54710		110.18 110.18
35265	11/7/2024 2422	ROSE Kids Baking Class - Oct.	Rose Noir Chocolates LLC	22-2-2-54800		240.17 240.17
35266	11/7/2024 77597 77597 77597 77597	SDRMA Litability for Trk #34 Multi-Program Discount Remove Trk #4 Insurance Certificate	Special District Risk Management Authority	01-0-8-54380 01-0-8-54380 01-0-8-54380 01-0-8-54380		1,731.88 3,590.37 -91.15 -1,817.34 50.00
35267	11/7/2024 110124 110124 110124	STAINS LTD/Life/AD&D - Nov. LTD/Life/AD&D - Nov. LTD/Life/AD&D - Nov.	Standard Insurance Company	01-0-1-51230 01-7-7-51230 22-0-1-51230		1,176.04 932.00 165.65 78.39
35268	11/7/2024 4269 4270 4270	TOP OPT Pest Control - Oasis Pest Control CSD (1) Bee Removal	Top Option Pest Control	01-1-1-53150 01-0-1-53150 01-1-6-53150		248.00 98.00 75.00 75.00
35269	11/7/2024 236667 236667 236667	TURSEC Monitoring Svc. - Nov. Monitoring Svc. - Nov. Monitoring Svc. - Nov.	Turner Security, Inc	01-0-1-53150 01-1-1-53150 22-2-2-53150		417.55 46.95 255.70 114.90
35270	11/7/2024 025-483982	TYLTEC UB Online Support - Nov.	Tyler Technologies, Inc	01-1-6-53170		265.00 265.00
35271	11/7/2024 1020240547	USA (105) Tickets	Underground Service Alert of So. Cal.	01-1-2-53150		204.25 204.25
35272	11/7/2024 52492188	UNIVAR Liquid Chlorine - 600 Gl.	UNIVAR INC.	01-1-3-54500		2,445.82 2,445.82
35273	11/7/2024 63476	WALL GROUP Landscape Achitecture Services - Revi...	Wallace Group, a California Corporation	01-0-0-17000	C0002 OUTSIDE SVCS	3,442.50 3,442.50
35274	11/7/2024 11923492	WESTAIR Welding Adapter, Shield & Flap Disc	WestAir Gases & Equipment, Inc.	01-1-2-54500		367.63 367.63

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
35283	11/21/2024	ASBCSD	Assn of SB County Special Districts			263.00
	071524-2	July Meeting - KS, DB, AW		01-0-1-54440		105.00
	071524-2	July Meeting - 2 Guess		01-0-1-54440		70.00
	111824	Nov. Meeting Rebecca		01-0-1-52232		44.00
	111824	Nov. Meeting Deborah		01-0-1-52239		44.00
35284	11/21/2024	BOOBAR	Boot Barn Inc.			143.14
	CRE00012764	Discount - Boot Purchase M Lewis		01-1-2-54680		-16.86
	CRE00012765	Discount - Boot Purchase C. Cummings		01-1-2-54680		-20.00
	CRE00012850	Discount - Boot Purchase S. Madrigal		01-1-2-54680		-20.00
	INV00421626	Sfty. Work Boots S. Madrigal		01-1-2-54680		200.00
35285	11/21/2024	C WELLS	C Wells Pipeline Materials, Inc.			6,625.55
	SINV24-3929	1 CTS Poly (100 ft Coil)		01-1-0-13010		2,507.34
	SINV24-3929	1 MIP x CTS Corp Stop		01-1-0-13010		2,289.69
	SINV24-3929	2 MIP x MIP Corp Stop		01-1-0-13010		921.26
	SINV24-3929	8 x 2 DS Brass Saddle		01-1-0-13010		422.38
	SINV24-3980	Gaskets & Beveling Tools for Svc Line ...		01-1-6-54500		484.88
35286	11/21/2024	CJ BROWN	C.J. Brown & Company, CPAS - An Accounting Corp.			2,569.00
	103124	Professional Svcs. - Oct.		01-0-1-53110		2,569.00
35287	11/21/2024	CDTFA	CA Dept. of Tax & Fee Administration			1,052.62
	L0028741201	094-019553 Water Rights Fee		01-1-3-53160		350.95
	L0028755024	094-019548 Water Rights Fee		01-1-3-53160		350.72
	L0028769057	094-019676 Water Rights Fee		01-1-3-53160		350.95
35288	11/21/2024	CA FOREST	California Department of Forestry and Fire Protection			227.08
	1608380	(1) Crew for Weed Mitigation at 1A &...		01-1-2-53150		227.08
35289	11/21/2024	CSDA	California Special Districts Association			9,548.00
	103124	2025 Membership Renewal		01-0-1-54230		9,548.00
35290	11/21/2024	CED	Consolidated Electrical Distributors Inc			3,699.20
	9085-1054001	Conduit & Sweeps for Zone G Electrical		01-1-3-54620		2,831.91
	9085-1054239	Zone G Well 2A Electrical Repair, Fuse...		01-1-2-54620		530.22
	9085-1054295	Terminal Adapters & Assembly Kit		01-1-5-54620		22.83
	9085-1054354	Electrical Breaker for Vault Booster A		01-1-5-54620		109.39
	9085-1054356	Electrical Parts for Well 2B Repairs		01-1-3-54620		204.85
35291	11/21/2024	CORE	Core & Main			3,784.38
	V779905	Cla-val csm 11-A2-2 for Booster A @ S...		01-1-5-54620		2,370.50
	V890297	1b Booster B csm-11-A2-2 & Powertro...		01-1-5-54620		1,413.88
35292	11/21/2024	CR&R	CR&R Incorporated			3,378.94
	837485-4538	Trash - Oasis Yard Oct.		01-0-2-58110		405.29
	837696-1564	Trash - Pinon Hills Park Oct.		22-0-2-58110		251.37
	837899-8478	Trash - Phelan CSD Oct.		01-0-1-58110		405.15
	837899-8478	Trash - Phelan CC Oct.		22-0-2-58110		405.16
	841823-4538	Trash - Oasis Yard Nov.		01-0-2-58110		405.29
	842034-1564	Trash - Pinon Hills Park Nov.		22-0-2-58110		251.37
	842236-8478	Trash - Phelan CSD Nov.		01-0-1-58110		405.15
	842236-8478	Trash - Phelan CC Nov.		22-0-2-58110		405.16
	842236-8478-2	Tire Day Clean-Up		25-5-1-54800		445.00
35293	11/21/2024	DVMG	Desert Valley Medical Group Inc			215.00
	14407	Medical Screening - A. Herkelrath		01-0-1-54290		155.00
	14407-2	DOT Physical - C. Gualco		01-0-1-54290		60.00
35294	11/21/2024	DONBAR	Don Bartz			682.50
	103124	Mileage Reimbursement - Oct.		01-0-1-54140		682.50

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
35295	11/21/2024 CAVIC94217	FASTEN USA Marking Paint for 811 Tickets (Bl...	Fastenal Company	01-1-2-54500		1,376.51 1,376.51
35296	11/21/2024 101-49784	GAOSBO Insulation, Tape, Foam to Insulate Wel..	G.A. Osborne Pipe & Supply Inc	01-1-5-54620		307.97 307.97
35297	11/21/2024 28854	GEOMON Routine Samples - Oct.	GEO-Monitor, Inc.	01-1-4-53140		2,577.00 2,577.00
35298	11/21/2024 351	GREE SVCS Landscape Maint. - Phelan & P.H. Parks	Greenstone Services Inc.	22-2-2-53150		720.00 720.00
35299	11/21/2024 071224 102224	BAQAI Homefield Mitigation - Water Quaility... Homefield Mitigation - Water Quaility...	H. A. Baqai, P.E.	01-0-1-53150 01-0-1-53150	C0099 OUTSIDE SVCS C0099 OUTSIDE SVCS	3,450.00 1,450.00 2,000.00
35300	11/21/2024 CI-03264	HYDRO Backflow Mgmt Software fo XCCC	HydroCorp, LLC	01-1-2-53170		3,500.00 3,500.00
35301	11/21/2024 274412 274412 274412 274412 274412 274412 274412 274412	INFOSE Postage - Oct. Printing - Oct. Postage - Oct. Printing - Oct. Postage - Oct. Printing - Oct. Postage - Oct. Printing - Oct.	Infosend Inc	01-1-6-54860 01-1-6-54890 01-1-9-54860 01-1-9-54890 22-2-1-54860 22-2-1-54890 25-5-1-54860 25-5-1-54890		3,373.27 113.34 447.13 0.09 420.22 0.32 1,196.03 0.12 1,196.02
35302	11/21/2024 58100198234	LES SCH Trailer #120 - (3) Tires Replaced	Les Schwab Tire Centers of Central CA, INC.	01-1-8-54710		950.51 950.51
35303	11/21/2024 20241102 20241102 20241102	LIN SVC Janitorial Svcs & Windows - CSD Janitorial Svcs. - Oasis Janitorial Svcs. - CC Windows	Richard J. Linsalato	01-0-1-54320 01-1-1-54320 22-0-1-54320		635.00 380.00 225.00 30.00
35304	11/21/2024 945630017	LOWES Ladders for Boosters & Wells Maint.	Lowe's Credit	01-1-2-54500		946.89 946.89
35305	11/21/2024 275	SHINE Painting Class - Nov.	Mary Gabriel	22-2-2-54800		992.00 992.00
35306	11/21/2024 1335	MOUPRO (1) Employment Opportunity Ad	Mountaineer Progress Newspaper	01-0-1-54110		25.00 25.00
35307	11/21/2024 IN4470414	MRCOPY (1) Toner Delivery Fee	MRC Smart Technology Solutions	01-0-1-54530		16.16 16.16
35308	11/21/2024 4927933	PATSAL 4B-PRV Steel Pipe& Fittings	Patton Sales Corp	01-1-5-54620		640.66 640.66
35309	11/21/2024 58668 58817 59193	PHEEXP Trk #31 - Oil Change Trk #24 Oil Change & Coolant Reservo... Trk #22 - Oil Change	Phelan Express, Inc.	01-1-8-54710 01-1-8-54710 01-1-8-54710		818.75 144.17 530.41 144.17
35310	11/21/2024 2423	ROSE Kids Baking Class 11/9	Rose Noir Chocolates LLC	22-2-2-54800		277.75 277.75
35311	11/21/2024 5031	STEDES Civic Ctr. Fire Protection Plan Ck Fee	Steen Design Studio, Inc	01-0-0-17000	C0002 COUNTY FEES	135.00 135.00

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35312	11/21/2024 52545770	UNIVAR Liquid Chlorine - 596 Gl.	UNIVAR INC.	01-1-3-54500		2,429.51 2,429.51
35313	11/21/2024 63473 63474 63475	WALL GROUP Phelan Park Improvements - ARPA Increase PO - Approved on 6/26/24 Phelan Park Improvements - ARPA	Wallace Group, a California Corporation	22-2-0-17000 01-0-0-17000 22-2-0-17000	C0111 OUTSIDE SVCS C0002 OUTSIDE SVCS C0111 OUTSIDE SVCS	7,451.25 1,987.50 1,646.25 3,817.50
35314	11/21/2024 0011931417	WESTAIR Welding co2, Wire, Cutting Tip for Re...	WestAir Gases & Equipment, Inc.	01-1-2-54620		543.95 543.95
35315	11/21/2024 125029	WIEDRU Background Check - M. Marcus	Wienhoff & Associates Inc	01-0-1-54290		32.00 32.00
DFT0013543	11/1/2024 INV0005800	CALPERS CalPERS/Employee Portion(EE)	Calif Public Employees' Retirement System	01-7-0-24530		280.43 280.43
DFT0013544	11/1/2024 INV0005801	CALPERS CalPERS/Employer Portion	Calif Public Employees' Retirement System	01-7-0-24530		284.77 284.77
DFT0013545	11/1/2024 INV0005802	CALPERS CalPERS Retirement/ Survivor Benefits	Calif Public Employees' Retirement System	01-7-0-24530		0.93 0.93
DFT0013546	11/1/2024 INV0005803	EDD State Disability Ins - Payroll Taxes	Employment Development Department	01-0-0-24510		51.85 51.85
DFT0013547	11/1/2024 INV0005804	EDD CA State Income Tax - Payroll Taxes	Employment Development Department	01-0-0-24510		124.46 124.46
DFT0013548	11/1/2024 INV0005805	IRS Medicare - Payroll Taxes	Internal Revenue Service	01-0-0-24510		136.68 136.68
DFT0013549	11/1/2024 INV0005806	IRS Federal Income Tax - Payroll Taxes	Internal Revenue Service	01-0-0-24510		359.48 359.48
DFT0013550	11/1/2024 INV0005807	EDD State Disability Ins - Payroll Taxes	Employment Development Department	01-0-0-24510		52.86 52.86
DFT0013551	11/1/2024 INV0005808	IRS Medicare - Payroll Taxes	Internal Revenue Service	01-0-0-24510		139.36 139.36
DFT0013552	11/7/2024 RC1372358 RC1372358	RACE Phones - Internet CC Nov. Phones - Internet Credit CC Nov.	Race Communications	22-0-1-58010 22-0-1-58010		4.00 204.00 -200.00
DFT0013553	11/7/2024 RC1372357	RACE Phones - Internet CSD Nov.	Race Communications	01-0-1-58010		255.00 255.00
DFT0013554	11/7/2024 RC1365787	RACE Phones - Internet Shop Nov.	Race Communications	01-1-1-58010		255.00 255.00
DFT0013555	11/7/2024 RC1372356 RC1372356	RACE Phones - Internet Pinon Hills CC Nov. Phones - Internet Credit Pinon Hills CC...	Race Communications	22-0-1-58010 22-0-1-58010		104.00 204.00 -100.00
DFT0013563	11/7/2024 102824	SCE 7695-0442 Electricity - Fill Station 9/30 - 10/28	Southern California Edison	01-1-3-58115		-61.96 -61.96
DFT0013564	11/7/2024 102824	SCE 4241-7012 Electriciy - S. Dairy Mobile CR 9/30 - 1...	Southern California Edison	01-1-3-58115		-75.33 -75.33
DFT0013565	11/7/2024 102324	SCE 2439-1773 Electricity - Phelan Park 9/25 - 10/23	Southern California Edison	01-1-3-58115		-72.43 -72.43

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0013566	11/7/2024 102824	SCE 3752-2894 Electricity - N. Dairy Mobile 9/30 - 10/...	Southern California Edison	01-1-3-58115		-75.73 -75.73
DFT0013567	11/7/2024 092924	SCE 8362-7804 Electricity - Solar Meter 8/29 - 9/29	Southern California Edison	01-1-3-58110		655.65 655.65
DFT0013568	11/7/2024 092424 092424	SCE 9587-0653 Electricity - Office 8/26 - 9/24 Electricity - Solar Cr 8/26 - 9/24	Southern California Edison	01-0-1-58110 01-1-3-58115		1,769.74 2,131.38 -361.64
DFT0013569	11/7/2024 103124 103124 103124 103124 103124 103124 103124 103124 103124 103124 103124 103124	FBC-GEORGE HDMWA-CEU Class for LM & EB Apple-Icloud Storage for Field Ipad 76-Trk #28 - Fuel Parallels-Windows Software for Mac P... HDMWA-CEU Class for GC Mexico Lindo-Meeting Reg: Solar & Sy... Starbucks-GIS Conference Drink - GC Starbucks-GIS Conference Drink - GC Blazze Pizza-GIS Conference Dinner - ... Starbucks-GIS Conference Drink - GC El Patio-GIS Conference Dinner - GC Hyatt-GIS Conference Drink - GC	First Bank Card	01-1-1-54260 01-1-2-53170 01-1-8-54410 01-7-7-53170 01-7-7-54260 01-7-7-54440 01-7-7-54470 01-7-7-54470 01-7-7-54470 01-7-7-54470 01-7-7-54470 01-7-7-54470 01-7-7-54470		1,278.52 110.00 0.99 88.53 119.99 55.00 58.24 7.75 7.75 17.57 7.75 38.78 766.17
DFT0013570	11/7/2024 103124 103124 103124 103124 103124 103124	FBC-SEAN Ricks Cafe-Reg: Health Benefits DB, LL,.. Ricks Cafe- Reg:Purchase Policy DB, LL,.. SBC County-Conditional Utility Work ... Ricks Cafe-Staff Meeting Reg: Chromi... Bst Buy-Printer for Cross Connection ... SP American Raeping-Trk #101 - 90 D...	First Bank Card	01-0-1-54440 01-0-1-54440 01-1-1-53160 01-1-1-54440 01-1-1-54500 01-1-8-54710		1,360.85 112.44 112.53 225.97 114.14 484.86 310.91
DFT0013571	11/7/2024 103124	SCE 1613-6373 Electricity - R/R Crossings 10/1 - 10/31	Southern California Edison	23-0-2-58210		18.31 18.31
DFT0013572	11/7/2024 103124	SCE 5917-6455 Electricity - Phelan Park St. Lights 10/1...	Southern California Edison	22-2-2-58110		28.12 28.12
DFT0013573	11/7/2024 103124	SCE 4490-1265 Electricity - P.H Fire Station 10/1 - 10/...	Southern California Edison	22-0-2-58110		18.31 18.31
DFT0013574	11/7/2024 103024	SCE 7441-5755 Electricity - Pinon Hills CC 10/2 - 10/30	Southern California Edison	22-0-2-58110		327.04 327.04
DFT0013575	11/7/2024 102824	SCE 8092-3468 Electricity - NW Dairy Mobile 9/30 - 1...	Southern California Edison	01-1-3-58110		822.56 822.56
DFT0013576	11/7/2024 103124 103124 103124 103124 103124 103124 103124 103124 103124 103124 103124 103124 103124 103124 103124 103124	FBC-HEATHER Pitney Bowes - Postage Meter Rental Amazon - File Folders, Soccer & Baske... Amazon - Trash Bags Amazon - File Folders Amazon - File Folders Amazon - Mouse & KeyBoard Rest Pa... Cert Mail for Office Amazon - Trailer Switch & Adapter for... Amazon - Animal Repellent & Extingu... Amazon - Backflow Cover Amazon - Backflow Cover Cert Mail - Water Theft Letter Cert Mail - Leak Letters Cert Mail - Backflow Letters	First Bank Card	01-0-1-54300 01-0-1-54530 01-0-1-54530 01-0-1-54530 01-0-1-54530 01-0-1-54530 01-0-1-54860 01-1-2-54500 01-1-2-54500 01-1-4-54500 01-1-4-54500 01-1-6-54860 01-1-6-54860 01-1-6-54860		1,459.26 169.59 177.24 185.32 20.40 17.44 24.77 82.95 118.00 68.85 195.52 152.69 7.45 106.24 132.80



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	Payable Number						Item Amount
DFT0013577	11/7/2024	FBC-Aimee	First Bank Card -Aimee				531.40
	103124	BC Water - Advertisement			01-0-1-54110		200.00
	103124	BJ's - CSDA Board Meeting Seminar M...			01-0-1-54470		26.68
	103124	Marriott-CSDA - Board Meeting Semi...			01-0-1-54470		304.72
DFT0013578	11/7/2024	FBC-STEVE	First Bank Card				394.64
	103124	Sams Refund - Unauthorized Member...			22-2-2-54230		-119.63
	103124	SwingSetMall - Swing Seat & Hangers			22-2-2-54620		241.22
	103124	The Webstaurant - Tree Lighting Suppl..			22-2-2-54800		273.05
DFT0013579	11/7/2024	FBC-JENNIFER	First Bank Card				1,725.19
	103124	Adobe - Office - (11) Seats			01-0-1-53170		263.89
	103124	Zoom - Cloud Recording			01-0-1-53170		100.00
	103124	Everbrite Subscription			01-0-1-53170		15.00
	103124	Weebly - Website Domain			01-0-1-53170		240.00
	103124	My Hero - for Board Meeting			01-0-1-54440		71.32
	103124	Amazon - Drone Blades			01-0-1-54530		28.97
	103124	Amazon - Ice Maker			01-0-1-54530		377.10
	103124	Adobe - Field (3) Seats			01-1-1-53170		71.97
	103124	Down Town Burgers - Phelan Rd Leak ...			01-1-1-54440		51.72
	103124	Mailchimp - Customer Svc. E-Bills			01-1-6-53170		120.00
	103124	Stater Bros - For Phun Day			01-1-9-54800		46.57
	103124	Pizza Factory - For Phun Day			01-1-9-54800		40.42
	103124	Rite Aid - For Phun Day			01-1-9-54800		2.86
	103124	Adobe - Eng (2)			01-7-7-53170		47.98
	103124	Rite Aid - For Phun Day			22-2-2-54800		2.86
	103124	Pizza Factory - For Phun Day			22-2-2-54800		40.41
	103124	Stater Bros - For Phun Day			22-2-2-54800		46.57
	103124	Amazon - for Kids Baking Class			22-2-2-54800		67.69
	103124	Pizza Factory - For Phun Day			25-5-1-54800		40.42
	103124	Rite Aid - For Phun Day			25-5-1-54800		2.86
	103124	Stater Bros - For Phun Day			25-5-1-54800		46.58
DFT0013580	11/7/2024	FBC-LORI	First Bank Card				3,509.59
	103124	CSMFO -Annual Conf. Reg. + Pre Conf....			01-0-1-54260		840.00
	103124	CSMFO Weekend Training - AA			01-0-1-54260		760.00
	103124	CSMFO - Annual Conference Reg. LL			01-0-1-54260		565.00
	103124	CSMFO - Annual Conference Reg. - DN			01-0-1-54260		565.00
	103124	Mexico Lindo - DB, LL, GC, SL, SW			01-0-1-54440		92.63
	103124	Southwest Airline-Flight to CSMFO Co...			01-0-1-54470		139.98
	103124	Southwest Airlines-CSMFO Early Chec...			01-0-1-54470		15.00
	103124	Southwest AirlinE CSMFO Early Check-...			01-0-1-54470		15.00
	103124	Hilton - CSMFO Conf. Stay Deposit - AA			01-0-1-54470		304.00
	103124	Southwest Airlines-Flight from CSMFO...			01-0-1-54470		212.98
DFT0013581	11/7/2024	FBC-CHRIS	First Bank Card				627.84
	103124	PVC Pipe - 1 1/2" PVC Parts			01-1-2-54500		189.12
	103124	Amazon - Pipe Thread Sealant			01-1-2-54500		150.20
	103124	Chevron - Trk #32 Fuel (No Fuel at Sh...			01-1-8-54410		98.28
	103124	SP Tires - Trailer Wheel			01-1-8-54710		190.24
DFT0013582	11/7/2024	FBC-DON	First Bank Card				1,179.55
	103124	Ricks Cafe - Staff Meeting Reg: Policy ...			01-0-1-54440		88.93
	103124	Hole in ONe Donut for Office			01-0-1-54440		44.91
	103124	Ontario Airport - Parking Fee			01-0-1-54470		72.00
	103124	Southwest Airlines - Travel Expense			01-0-1-54470		20.00
	103124	Southwest Airlines - Travel Expense			01-0-1-54470		11.20
	103124	Hyatt - CSDA Meeting Stay			01-0-1-54470		531.22
	103124	Ricks Cafe - Meeting Reg: Well #18 DB,..			01-1-1-54440		66.46
	103124	Ricks Cafe - Meeting Reg: Well #18 DB,..			01-1-1-54440		59.69
	103124	76 - Fuel Exp			01-1-8-54410		140.92

Cash Disbursements Report

Payment Dates: 11/01/2024 - 11/30/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	103124	76 - Fuel Exp		01-1-8-54410		144.22
DFT0013583	11/7/2024	FBC-KIM	First Bank Card			748.96
	103124	Calendar Wiz		01-0-1-53170		14.00
	103124	Canva Software		01-0-1-53170		14.96
	103124	Dropbox		01-0-1-53170		720.00
DFT0013584	11/7/2024	FBC-SEAN	First Bank Card			6,171.91
	100124	ETrailer - Trailer #120 Jack with Hydra...		01-1-2-54620		841.87
	102424	Aqua Tap - Hot Tap to Field 2 Tappers ...		01-1-5-54620		1,995.00
	102524	White Cap - Multiquip Honda Rammer		01-1-2-54650		3,335.04
DFT0013585	11/7/2024	FBC-CHRIS	First Bank Card			4,772.64
	102124	Hesperia Outdoor - Power Broom for ...		01-1-2-54620		861.98
	102224	Amazon - Service Line Squeezer Tool f...		01-1-2-54650		769.07
	103124-2	Central-2 Rubber Tracks for Kubota U...		01-1-8-54710		3,141.59
DFT0013586	11/7/2024	PAR PER	Partners Personnel Management Services, LLC			2,594.24
	500354976	Temp. Employee for Admin Tech I 10...		01-1-6-53150		1,443.48
	500357944	Temporary Employee for Admin Tech I..		01-1-6-53150		1,150.76
DFT0013587	11/7/2024	ACT IT	David Shay			10,794.55
	CSPB69VQVTX	Sonic Wall replacement (3 locations)		01-1-1-54770		2,983.90
	CSWH765JB36H	Software Support - Nov.		01-0-1-53170		7,810.65
DFT0013588	11/7/2024	XEROX	Xerox Corporation			871.32
	6338906	XEROX LEASE 10/1/24-10/31/24		01-0-1-54300		853.33
	6338906	EQUIPMENT PROTECTION PLAN 10/1...		01-0-1-54300		17.99
DFT0013589	11/8/2024	CALPERS 457	California Public Employees' Deferred Compensation Plan			535.00
	INV0005809	Cal PERS 457/ Employer Plan: 450 717...		01-1-0-24560		395.06
	INV0005809	Cal PERS 457/ Employer Plan: 450 717...		22-2-0-24560		14.89
	INV0005809	Cal PERS 457/ Employer Plan: 450 717...		25-5-0-24560		125.05
DFT0013590	11/8/2024	CALPERS	Calif Public Employees' Retirement System			4,002.84
	INV0005810	CalPERS/Employee Portion(EE)		01-1-0-24530		3,483.04
	INV0005810	CalPERS/Employee Portion(EE)		01-7-0-24530		89.87
	INV0005810	CalPERS/Employee Portion(EE)		22-2-0-24530		363.39
	INV0005810	CalPERS/Employee Portion(EE)		25-5-0-24530		66.54
DFT0013591	11/8/2024	CALPERS	Calif Public Employees' Retirement System			3,884.10
	INV0005811	CalPERS/Employee Portion(ER)		01-1-0-24530		2,705.44
	INV0005811	CalPERS/Employee Portion(ER)		01-7-0-24530		475.97
	INV0005811	CalPERS/Employee Portion(ER)		22-2-0-24530		478.91
	INV0005811	CalPERS/Employee Portion(ER)		25-5-0-24530		223.78
DFT0013592	11/8/2024	CALPERS	Calif Public Employees' Retirement System			10,363.66
	INV0005812	CalPERS/Employer Portion		01-1-0-24530		7,861.52
	INV0005812	CalPERS/Employer Portion		01-7-0-24530		889.11
	INV0005812	CalPERS/Employer Portion		22-2-0-24530		1,170.33
	INV0005812	CalPERS/Employer Portion		25-5-0-24530		442.70
DFT0013593	11/8/2024	CALPERS	Calif Public Employees' Retirement System			23.25
	INV0005813	CalPERS Retirement/ Survivor Benefits		01-1-0-24530		17.85
	INV0005813	CalPERS Retirement/ Survivor Benefits		01-7-0-24530		1.22
	INV0005813	CalPERS Retirement/ Survivor Benefits		22-2-0-24530		3.04
	INV0005813	CalPERS Retirement/ Survivor Benefits		25-5-0-24530		1.14
DFT0013594	11/8/2024	CALPERS 457	California Public Employees' Deferred Compensation Plan			42.09
	INV0005814	457 Loan Payback		01-1-0-24560		41.04
	INV0005814	457 Loan Payback		22-2-0-24560		1.05

Cash Disbursements Report

Payment Dates: 11/01/2024 - 11/30/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0013595	11/8/2024 INV0005815	CALSTA Remittance ID: 200000001121596	California State Disbursement Unit	01-1-0-24520		139.61 139.61
DFT0013596	11/8/2024 INV0005816	EDD State Disability Ins - Payroll Taxes	Employment Development Department	01-0-0-24510		1,247.02 1,247.02
DFT0013597	11/8/2024 INV0005817	IRS Social Security - Payroll Taxes	Internal Revenue Service	01-0-0-24510		267.84 267.84
DFT0013598	11/8/2024 INV0005818	EDD State Employer Training Tax - Payroll ...	Employment Development Department	01-0-0-24510		3.13 3.13
DFT0013599	11/8/2024 INV0005819	EDD State Unemployment Ins - Payroll Tax...	Employment Development Department	01-0-0-24510		81.22 81.22
DFT0013600	11/8/2024 INV0005820	EDD CA State Income Tax - Payroll Taxes	Employment Development Department	01-0-0-24510		5,618.98 5,618.98
DFT0013601	11/8/2024 INV0005821	IRS Medicare - Payroll Taxes	Internal Revenue Service	01-0-0-24510		3,455.44 3,455.44
DFT0013602	11/8/2024 INV0005822	IRS Federal Income Tax - Payroll Taxes	Internal Revenue Service	01-0-0-24510		15,215.94 15,215.94
DFT0013603	11/21/2024 9977724210	VER AIR Phones - Jet Packs, Tablets, On-Call Oc...	Verizon Wireless	01-1-1-58010		1,378.66 1,378.66
DFT0013604	11/21/2024 093024-2 093024-2	SCE 9515-2666 Electricity-Wells, Booster, Tanks Sept. Electricity-Solar Credits Sept.	Southern California Edison	01-1-3-58110 01-1-3-58115		80,208.79 154,741.40 -74,532.61
DFT0013605	11/21/2024 103124 103124 103124	SCE 9515-2666 Electricity-Wells, Boosters, Tanks Oct Electricity-Solar Credits Oct. Electricity- St. Lights Oct	Southern California Edison	01-1-3-58110 01-1-3-58115 23-3-2-58210		11,123.48 10,950.26 -1,500.27 1,673.49
DFT0013606	11/21/2024 5236236810 5236236810	CINFIR First Aid Supplies - CSD First Aid Supplies - CSD	Cintas	01-0-1-54500 22-0-1-54500		239.38 234.59 4.79
DFT0013607	11/21/2024 5236236815	CINFIR First Aid Supplies - Shop	Cintas	01-1-1-54500		596.47 596.47
DFT0013608	11/21/2024 103124 103124 103124 103124 103124 103124 103124 103124 103124	NAPA Inv #631884 - Trailer #114 Electrical R... Inv #633422 - DOT Repair Items Inv #633119 - Trk#24 Parts to Repair ... Inv #634163 - Vactor #110 Battery Inv #632005 - Trailer #120 Brake Cont... Inv #633518 - 90 Day DOT Repairs Inv #632051 - Trailer #114 Parts for El... Inv #633047 - Trk #27 Wiper Blades Inv #632015 - Trk #120 ATF for Tilt	NAPA Auto Parts	01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710		725.05 46.07 73.51 62.95 140.23 251.96 53.29 50.07 18.99 27.98
DFT0013609	11/18/2024 102124-4585	THEGAS Gas - Phelan CC 9/18 - 10/21	SoCalGas	22-0-2-58110		64.51 64.51
DFT0013610	11/18/2024 102124-4084	THEGAS Gas - Phelan Sr. Ctr. 9/19 - 11/21	SoCalGas	22-0-2-58110		20.61 20.61
DFT0013611	11/18/2024 102824-6056	THEGAS Gas - Pinon Hills CC 9/26 - 10/28	SoCalGas	22-0-2-58110		64.53 64.53

Cash Disbursements Report

Payment Dates: 11/01/2024 - 11/30/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0013612	11/18/2024 1002824-6781	THEGAS Gas - Pinon Hills Fire 9/26 - 10/28	SoCalGas	22-0-2-58110		15.78 15.78
DFT0013613	11/21/2024 110524	SCE 1078-5254 Electricity - CC & Sr. Ctr 10/8 - 11/5	Southern California Edison	22-0-2-58110		481.48 481.48
DFT0013614	11/15/2024 2348637A	AME FID Flex Spending 11/1	American Fidelity Assurance Company	01-0-0-24580		266.66 266.66
DFT0013615	11/21/2024 120124	KAI PER Health Insurance - Dec.	Kaiser Permanente	01-0-0-14130		11,193.76 11,193.76
DFT0013616	11/25/2024 0202411939765	ANTBLU Health Insurance Premium - Dec.	Anthem Blue Cross	01-0-0-14130		23,968.64 23,968.64
DFT0013617	11/21/2024 103124 103124	CIN UNI Uniform Rental Svcs. - Oct. Uniform Rental Svcs. - Oct.	Cintas Corporation	01-1-1-54680 22-2-1-54680		737.72 685.52 52.20
DFT0013618	11/22/2024 INV0005823 INV0005823 INV0005823	CALPERS 457 Cal PERS 457/ Employer Plan: 450 717... 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 25-5-0-24560		535.00 408.39 10.24 116.37
DFT0013619	11/22/2024 INV0005824 INV0005824 INV0005824 INV0005824	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		4,094.93 3,691.98 74.53 273.68 54.74
DFT0013620	11/22/2024 INV0005825 INV0005825 INV0005825 INV0005825	CALPERS CalPERS/Employee Portion(ER) 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 25-5-0-24530		3,898.80 2,710.61 475.97 492.61 219.61
DFT0013621	11/22/2024 INV0005826 INV0005826 INV0005826 INV0005826	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		10,480.44 8,080.79 873.52 1,102.39 423.74
DFT0013622	11/22/2024 INV0005827 INV0005827 INV0005827 INV0005827	CALPERS CalPERS Retirement/ Survivor Benefits CalPERS Retirement/ Survivor Benefits CalPERS Retirement/ Survivor Benefits CalPERS Retirement/ Survivor Benefits	Calif Public Employees' Retirement System	01-1-0-24530 01-7-0-24530 22-2-0-24530 25-5-0-24530		23.25 18.41 1.17 2.58 1.09
DFT0013623	11/22/2024 INV0005828 INV0005828	CALPERS 457 457 Loan Payback 457 Loan Payback	California Public Employees' Deferred Compensation Plan	01-1-0-24560 22-2-0-24560		42.09 41.21 0.88
DFT0013624	11/22/2024 INV0005829	CALSTA Remittance ID: 200000001121596	California State Disbursement Unit	01-1-0-24520		139.61 139.61
DFT0013625	11/22/2024 INV0005830	EDD State Disability Ins - Payroll Taxes	Employment Development Department	01-0-0-24510		1,199.57 1,199.57
DFT0013626	11/22/2024 INV0005831	EDD State Employer Training Tax - Payroll ...	Employment Development Department	01-0-0-24510		4.00 4.00
DFT0013627	11/22/2024 INV0005832	EDD State Unemployment Ins - Payroll Tax...	Employment Development Department	01-0-0-24510		104.02 104.02

Cash Disbursements Report

Payment Dates: 11/01/2024 - 11/30/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0013628	11/22/2024 INV0005833	EDD CA State Income Tax - Payroll Taxes	Employment Development Department	01-0-0-24510		4,964.00 4,964.00
DFT0013629	11/22/2024 INV0005834	IRS Medicare - Payroll Taxes	Internal Revenue Service	01-0-0-24510		3,266.37 3,266.37
DFT0013630	11/22/2024 INV0005835	IRS Federal Income Tax - Payroll Taxes	Internal Revenue Service	01-0-0-24510		13,758.06 13,758.06
DFT0013632	11/29/2024 INV0005836	EDD State Disability Ins - Payroll Taxes	Employment Development Department	01-0-0-24510		541.69 541.69
DFT0013633	11/29/2024 INV0005837	EDD CA State Income Tax - Payroll Taxes	Employment Development Department	01-0-0-24510		2,563.76 2,563.76
DFT0013634	11/29/2024 INV0005838	IRS Medicare - Payroll Taxes	Internal Revenue Service	01-0-0-24510		1,568.47 1,568.47
DFT0013635	11/29/2024 INV0005839	IRS Federal Income Tax - Payroll Taxes	Internal Revenue Service	01-0-0-24510		8,079.12 8,079.12
DFT0013636	11/27/2024 INV0005840	CALPERS CalPERS/Employee Portion(E)	Calif Public Employees' Retirement System	22-2-0-24530		175.09 175.09
DFT0013637	11/27/2024 INV0005841	CALPERS CalPERS/Employee Portion(ER)	Calif Public Employees' Retirement System	22-2-0-24530		390.91 390.91
DFT0013638	11/27/2024 INV0005842	CALPERS CalPERS/Employer Portion	Calif Public Employees' Retirement System	22-2-0-24530		833.06 833.06
DFT0013639	11/27/2024 INV0005843	CALPERS CalPERS Retirement/ Survivor Benefits	Calif Public Employees' Retirement System	22-2-0-24530		1.86 1.86
DFT0013640	11/27/2024 INV0005844	EDD State Disability Ins - Payroll Taxes	Employment Development Department	01-0-0-24510		345.91 345.91
DFT0013641	11/27/2024 INV0005845	EDD CA State Income Tax - Payroll Taxes	Employment Development Department	01-0-0-24510		2,951.00 2,951.00
DFT0013642	11/27/2024 INV0005846	IRS Medicare - Payroll Taxes	Internal Revenue Service	01-0-0-24510		911.94 911.94
DFT0013643	11/27/2024 INV0005847	IRS Federal Income Tax - Payroll Taxes	Internal Revenue Service	01-0-0-24510		8,388.91 8,388.91
DFT0013652	11/25/2024 821694473	VSP Vision Insurance - Dec.	Vision Service Plan	01-0-0-14130		562.03 562.03
DFT0013653	11/25/2024 D788305	AME SUP Supplemental Life Insurance - Nov.	American Fidelity Assurance	01-0-0-24580		945.50 945.50
DFT0013654	11/26/2024 2348638A	AME FID Flex Spending 11/15	American Fidelity Assurance Company	01-0-0-24580		266.66 266.66
<b>Payment Total:</b>						<b>416,319.41</b>

## Report Summary

### Fund Summary

Fund	Payment Amount
01 - WATER FUND	391,907.09
22 - PARKS & RECREATION	18,982.24
23 - STREET LIGHTING	1,691.80
25 - SOLID WASTE	3,738.28
<b>Grand Total:</b>	<b>416,319.41</b>

### Account Summary

Account Number	Account Name	Payment Amount
01-0-0-14130	Prepaid Benefit	39,250.11
01-0-0-17000	CIP Enterprise Funds	5,223.75
01-0-0-24510	Payroll Tax Payable	75,401.08
01-0-0-24580	Supplemental Ins W/H P...	1,478.82
01-0-1-51230	Employee Group Insuran...	932.00
01-0-1-52212	Board - Auto Expense/Ku...	68.21
01-0-1-52219	Board - Auto Expense/Ph...	141.37
01-0-1-52232	Board - Education,Traini...	44.00
01-0-1-52239	Board - Education,Traini...	44.00
01-0-1-53110	Auditing & Accounting F...	2,569.00
01-0-1-53150	Outside Service	7,447.45
01-0-1-53170	Software Support	9,178.50
01-0-1-54110	Advertising	225.00
01-0-1-54140	Auto Expense	682.50
01-0-1-54200	Credit Card Fee & Bank ...	965.14
01-0-1-54230	Dues & Subscriptions	9,548.00
01-0-1-54260	Education & Training	2,730.00
01-0-1-54290	Employment Expense	247.00
01-0-1-54300	Equipment Rental / Lease	1,040.91
01-0-1-54320	General Maintenance	380.00
01-0-1-54440	Meeting, Seminar & Sup...	697.76
01-0-1-54470	Travel Expense	2,774.91
01-0-1-54500	Operating Supplies	234.59
01-0-1-54530	Office Supplies	1,112.89
01-0-1-54620	Repair & Maintenance	22.56
01-0-1-54680	Uniforms	763.36
01-0-1-54860	Postage & Mailing	82.95
01-0-1-58010	Telephone	1,068.99
01-0-1-58110	Utilities	2,941.68
01-0-2-58110	Utilities	810.58
01-0-8-54380	Insurance - Vehicle	1,731.88
01-1-0-13010	Inventory - Water Field ...	16,178.45
01-1-0-24520	Garnishment Payable	279.22
01-1-0-24530	Retirement W/H Payable	28,569.64
01-1-0-24560	Retirement 457 W/H Pa...	885.70
01-1-1-53150	Outside Service	353.70
01-1-1-53160	Permits & Fees	225.97
01-1-1-53170	Software Support	71.97
01-1-1-54260	Education & Training	215.00
01-1-1-54320	General Maintenance	225.00
01-1-1-54440	Meeting, Seminar & Sup...	292.01
01-1-1-54500	Operating Supplies	1,081.33
01-1-1-54680	Uniforms	831.45
01-1-1-54770	Computer & Equip Main...	2,983.90
01-1-1-54830	State & County Fees & S...	460.00
01-1-1-58010	Telephone	1,831.60
01-1-1-59110	Property Taxes	101.38
01-1-2-53150	Outside Service	1,112.57
01-1-2-53170	Software Support	3,500.99

## Account Summary

Account Number	Account Name	Payment Amount
01-1-2-54500	Operating Supplies	3,523.50
01-1-2-54620	Repair & Maintenance	9,594.96
01-1-2-54650	Small Tools	4,190.99
01-1-2-54680	Uniforms	511.69
01-1-3-53160	Permits & Fees	1,052.62
01-1-3-54500	Operating Supplies	4,875.33
01-1-3-54620	Repair & Maintenance	3,578.09
01-1-3-58110	Utilities	167,169.87
01-1-3-58115	Utilities - Solar Credits	-76,679.97
01-1-4-53140	Laboratory Analysis	6,027.00
01-1-4-54500	Operating Supplies	348.21
01-1-5-54500	Operating Supplies	245.48
01-1-5-54620	Repair & Maintenance	14,090.63
01-1-5-58010	Telephone	95.94
01-1-6-53150	Outside Service	2,669.24
01-1-6-53170	Software Support	385.00
01-1-6-54500	Operating Supplies	484.88
01-1-6-54860	Postage & Mailing	359.83
01-1-6-54890	Printing	447.13
01-1-8-54410	Fuel Costs	8,155.29
01-1-8-54710	Vehicle Maintenance	6,247.23
01-1-9-54800	Programs (Wtr Conservat..	334.85
01-1-9-54860	Postage & Mailing	0.09
01-1-9-54890	Printing	420.22
01-7-0-24530	Retirement W/H Payable	3,447.49
01-7-7-51230	Employee Group Insuran...	165.65
01-7-7-53170	Software Support	167.97
01-7-7-54260	Education & Training	55.00
01-7-7-54440	Meeting, Seminar & Sup...	58.24
01-7-7-54470	Travel Expense	845.77
22-0-1-51230	Employee Group Insuran...	78.39
22-0-1-54320	General Maintenance	30.00
22-0-1-54500	Operating Supplies	4.79
22-0-1-58010	Telephone	186.51
22-0-2-58110	Utilities	2,305.32
22-2-0-17000	CIP - Parks & Rec	5,805.00
22-2-0-24530	Retirement W/H Payable	5,287.85
22-2-0-24560	Retirement 457 W/H Pa...	27.06
22-2-1-54680	Uniforms	52.20
22-2-1-54860	Postage & Mailing	0.32
22-2-1-54890	Printing	1,196.03
22-2-2-51230	Employee Group Insuran...	893.19
22-2-2-53150	Outside Service	834.90
22-2-2-54230	Dues & Subscriptions	-119.63
22-2-2-54620	Repair & Maintenance	414.75
22-2-2-54800	Programs (Park & Rec)	1,957.44
22-2-2-58110	Utilities	28.12
23-0-2-58210	Utilities - Street Lights	18.31
23-3-2-58210	Utilities - Street Lights	1,673.49
25-5-0-24530	Retirement W/H Payable	1,433.34
25-5-0-24560	Retirement 457 W/H Pa...	241.42
25-5-1-51230	Employee Group Insuran...	332.52
25-5-1-54800	Programs (Solid Waste)	534.86
25-5-1-54860	Postage & Mailing	0.12
25-5-1-54890	Printing	1,196.02
	<b>Grand Total:</b>	<b>416,319.41</b>

**Project Account Summary**

<b>Project Account Key</b>	<b>Payment Amount</b>
**None**	401,840.66
C0002 COUNTY FEES	135.00
C0002 OUTSIDE SVCS	5,088.75
C0099 OUTSIDE SVCS	3,450.00
C0111 OUTSIDE SVCS	<u>5,805.00</u>
<b>Grand Total:</b>	<b>416,319.41</b>



# Agenda Item 3g

Approval of Contractor  
Payments

# Payment Approval Form - Contract/Consultant

Date: 12/30/2024

Name of Vendor: Wallace Group

Description of work: Phelan Park Expansion - 65% Dev. Phase 1

Purchase Order # PO-05614

Date of Board Approval June 14, 2023

Original Approved Amount: \$ 435,811.00

Total Contract Amount \$ 435,811.00

% Completed to Date 8%

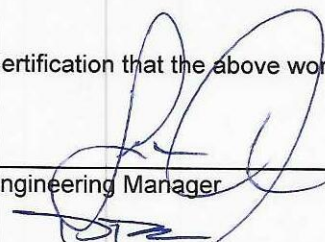
Total Invoiced to Date \$32,935.76

Amount Paid to Date 30,453.75

**Total Due this Invoice \$2,482.01**

Total Contract Amount After Invoice: \$ 402,875.24

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

  
Engineering Manager

12/30/24  
Date

General Manager

12/30/24  
Date

Approved by Board of Directors:

\_\_\_\_\_  
Date

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
65% Design Development	138,362.50	0.4336	600.00	0.00
Total Fee	138,362.50		600.00	0.00
	<b>Total Fee</b>			<b>0.00</b>
			<b>Total this Phase</b>	<b>0.00</b>
			<b>Total this Invoice</b>	<b>\$2,482.01</b>

DESCRIPTION Phelan Park Expansion Design December 30, 2024

GL ACCT #	AMT
C0078	\$2,482.01

NOTES Wallace Group  
65% Park Design and Planning  
Project No.: 1764-0002-00  
Contract Amount: \$435,811 Invoice: 63953

PO # 05614 GEN MANAGER 91  
 DEPT MANAGER [Signature] ADMIN MANAGER \_\_\_\_\_

# Billing Backup

Friday, December 27, 2024

Wallace Group Invoice 63953 Dated 12/27/2024 3:59:31 PM

Project	1764-0002-00	Phelan Piñon Hills Community Services District, Community Park Design Development & Management
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Phase	00100	Project Management & Administration
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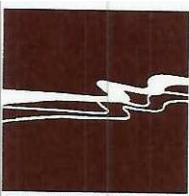
**Labor**

		<b>Hours</b>
Director of Landscape Architecture		
Wilkins, Matthew	11/4/2024	2.00
Proj. Management, Joshua Tree Meeting with State		
Wilkins, Matthew	11/5/2024	.75
Proj. Management		
Wilkins, Matthew	11/6/2024	1.00
Proj. Management		
Wilkins, Matthew	11/11/2024	.25
Proj. Management		
Wilkins, Matthew	11/12/2024	.25
Proj. Management		
Wilkins, Matthew	11/13/2024	1.00
Proj. Management		
Wilkins, Matthew	11/14/2024	.75
Coordination with George, Project Management		
Wilkins, Matthew	11/18/2024	.50
Project Management		
Wilkins, Matthew	11/20/2024	1.00
Travel to San Bernardino		
Wilkins, Matthew	11/21/2024	2.50
Travel From San Bernardino, Planning Commission Meeting		
Wilkins, Matthew	11/25/2024	.50
Proj. Management		
Wilkins, Matthew	11/26/2024	1.00
Proj. Management		
Wilkins, Matthew	11/27/2024	1.00
Proj. Management		
Totals		12.50
<b>Total Labor</b>		

**Total this Phase**

**Total this Project**

**Total this Report**



WALLACE GROUP

Wallace Group  
A California Corporation  
612 Clarion Court  
San Luis Obispo, CA 93401  
Phone: 805-544-4011 Fax: 805-544-4294

December 27, 2024

Project No: 1764-0002-00

Invoice No: 63953

**Invoice Total \$2,482.01**

Phelan Piñon Hills Community Services District  
4176 Warbler Rd  
Phelan, CA 92371

Project 1764-0002-00 Phelan Piñon Hills Community Services District, Community Park Design  
Development & Management

**Professional services rendered through November 30, 2024**

Phase 00100 Project Management & Administration  
Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
Project Management & Admin	32,165.00	61.1597	17,190.00	2,482.01
Total Fee	32,165.00		17,190.00	2,482.01
<b>Total Fee</b>				<b>2,482.01</b>
<b>Total this Phase</b>				<b>\$2,482.01</b>

Phase 00200 Fnl Schmtc Plns 35% & Cmpltn of CUP Plns  
Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
Final Schmtc Plns 35% Cmpltn of CUP Pln	83,083.00	19.5678	16,257.50	0.00
Total Fee	83,083.00		16,257.50	0.00
<b>Total Fee</b>				<b>0.00</b>
<b>Total this Phase</b>				<b>0.00</b>

Phase 00300 50% Design Development  
Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
50% Design Development	181,900.50	3.9647	7,211.75	0.00
Total Fee	181,900.50		7,211.75	0.00
<b>Total Fee</b>				<b>0.00</b>
<b>Total this Phase</b>				<b>0.00</b>

Phase 00400 65% Design Development  
Fee

# Payment Approval Form - Contract/Consultant

Date: 12/30/2024

Name of Vendor: Wallace Group

Description of work: Phelan Park Improvements - ARPA

Purchase Order # PO-05789

Date of Board Approval June 14, 2023

Original Approved Amount: \$ 103,987.00

Total Contract Amount \$ 103,987.00

% Completed to Date 87%

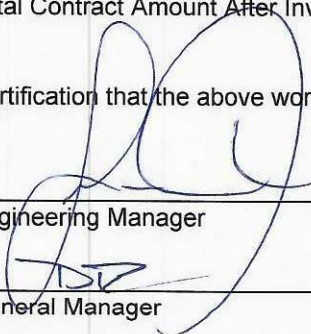
Total Invoiced to Date \$90,159.93

Amount Paid to Date 81,709.48

**Total Due this Invoice \$8,450.45**

Total Contract Amount After Invoice: \$ 13,827.07

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

  
Engineering Manager

12/30/24  
Date

  
General Manager

12/30/24  
Date

Approved by Board of Directors:

\_\_\_\_\_  
Date

**Total this Phase \$5,852.70**

Phase 00701 Bid Ready PS&E  
**Fee**

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
Bid Ready PS&E	9,825.75	25.9675	0.00	2,551.50
Total Fee	9,825.75		0.00	2,551.50
<b>Total Fee</b>				<b>2,551.50</b>
<b>Total this Phase</b>				<b>\$2,551.50</b>

Phase 00801 Structural Support Allowance  
**Fee**

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
Structural Support Allowance	1,800.00	0.00	0.00	0.00
Total Fee	1,800.00		0.00	0.00
<b>Total Fee</b>				<b>0.00</b>
<b>Total this Phase</b>				<b>0.00</b>
<b>Total this Invoice</b>				<b>\$8,450.45</b>

DESCRIPTION Phelan Park Enhancement ARPA December 30, 2024  
 GL ACCT # C0111 AMT \$8,450.45  
 NOTES Wallace Group  
 Design / Coordination / QA/QC  
 Project No.: 1764-0005-01  
 Contract Amount: \$103,987 Invoice: 63955  
 PO # 05789 GEN MANAGER  
 DEPT MANAGER ADMIN MANAGER

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# Billing Backup

Friday, December 27, 2024

Wallace Group Invoice 63955 Dated 12/27/2024 3:59:37 PM

Project 1764-0005-01 Phelan Piñon Hills Community Services District, Phelan Community Park ARPA Improvements

Phase 00101 Management & Meetings

**Labor**

		<b>Hours</b>
Director of Landscape Architecture		
Wilkins, Matthew	11/14/2024	.25
Project Management		
Totals		.25
<b>Total Labor</b>		

**Total this Phase**

Phase 00501 90% PS&E

**Labor**

		<b>Hours</b>
Landscape Designer I		
Bruno, Ioanna	11/1/2024	4.00
Details Con Docs		
Totals		4.00
<b>Total Labor</b>		

**Total this Phase**

Phase 00601 100% PS&E

**Labor**

		<b>Hours</b>
Landscape Architect IV		
Baird, Suzanne	11/6/2024	1.50
Con Doc Updates Per Civil Revisions		
Baird, Suzanne	11/8/2024	2.00
Con Doc Updates Per Civil Revisions		
Baird, Suzanne	11/11/2024	4.50
Con Doc Updates Per Civil Revisions		
Baird, Suzanne	11/12/2024	.75
Con Doc Updates Per Civil Revisions		
Baird, Suzanne	11/14/2024	1.50
Con Doc Updates Per Civil Revisions		
Baird, Suzanne	11/15/2024	2.75
Con Docs		
Baird, Suzanne	11/18/2024	1.50
Con Docs		
Landscape Designer II		
Connell, Marilynn	11/1/2024	1.25
Details Outdoor Classroom		

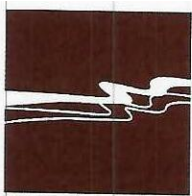
96



Project	1764-0005-01	PPHCSD PHELAN COMMUNITY PARK ARPA IMPROV	Invoice	63955
Connell, Marilynn		11/4/2024	4.50	
	Final Con Docs and Details			
Connell, Marilynn		11/5/2024	3.00	
	Final Con Docs and Details			
Connell, Marilynn		11/6/2024	5.25	
	Final Con Docs and Details			
Connell, Marilynn		11/7/2024	4.25	
	Final Con Docs and Details			
Connell, Marilynn		11/8/2024	3.50	
	Final Con Docs and Details			
Connell, Marilynn		11/11/2024	3.50	
	Con Docs, Details, Adult Exercise Equipment and Shades			
Connell, Marilynn		11/13/2024	2.25	
	Update and Plot New Sheet Set			
Connell, Marilynn		11/14/2024	2.00	
	Update All Drawings with New Base			
	Landscape Designer I			
Bruno, Ioanna		11/4/2024	.50	
	Construction Documents			
Bruno, Ioanna		11/6/2024	.25	
	ADA & Playground Research & Analysis			
	Totals		44.75	
	<b>Total Labor</b>			
				<b>Total this Phase</b>

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Phase	00701	Bid Ready PS&E		
<b>Labor</b>				
			<b>Hours</b>	
	Landscape Architect IV			
Baird, Suzanne		8/29/2024	5.50	
	Con Docs - Updates Per Civil Revisions Planting & Irrigation			
	Landscape Designer II			
Connell, Marilynn		8/28/2024	4.25	
	100% Con Docs, Processing EXTR Files from TRLS, Details			
Connell, Marilynn		8/29/2024	6.75	
	100% Con Docs, Details for Submittal			
	Totals		16.50	
	<b>Total Labor</b>			
				<b>Total this Phase</b>
				<b>Total this Project</b>
				<b>Total this Report</b>



WALLACE GROUP

Wallace Group
A California Corporation
612 Clarion Court
San Luis Obispo, CA 93401
Phone: 805-544-4011 Fax: 805-544-4294

December 27, 2024

Project No: 1764-0005-01

Invoice No: 63955

Invoice Total \$8,450.45

Phelan Piñon Hills Community Services District
4176 Warbler Rd
Phelan, CA 92371

Project 1764-0005-01 Phelan Piñon Hills Community Services District, Phelan Community Park ARPA Improvements

Professional services rendered through November 30, 2024

Table for Phase Fee 00101 Management & Meetings. Includes columns for Billing Phase, Contract Amount, Percent Complete, Previous Fee Billing, and Current Fee Billing. Total Fee is 46.25.

Table for Phase Fee 00102 QA/QC. Includes columns for Billing Phase, Contract Amount, Percent Complete, Previous Fee Billing, and Current Fee Billing. Total Fee is 0.00.

Table for Phase Fee 00200 Site Survey. Includes columns for Billing Phase, Contract Amount, Percent Complete, Previous Fee Billing, and Current Fee Billing. Total Fee is 0.00.

Table for Phase Fee 00201 Site Analysis. Includes columns for Billing Phase, Contract Amount, Percent Complete, Previous Fee Billing, and Current Fee Billing. Total Fee is 0.00.

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
LA Site Analysis	1,185.00	73.2068	867.50	0.00
TRL Site Analysis	1,886.00	0.00	0.00	0.00
Total Fee	3,071.00		867.50	0.00
<b>Total Fee</b>				<b>0.00</b>
<b>Total this Phase</b>				<b>0.00</b>

Phase Fee 00301 Schematic Plan

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
Schematic Plan	7,497.00	99.3831	7,450.75	0.00
Total Fee	7,497.00		7,450.75	0.00
<b>Total Fee</b>				<b>0.00</b>
<b>Total this Phase</b>				<b>0.00</b>

Phase Fee 00401 60% PS&E

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
60% PS&E	21,465.00	100.00	21,465.00	0.00
Total Fee	21,465.00		21,465.00	0.00
<b>Total Fee</b>				<b>0.00</b>
<b>Total this Phase</b>				<b>0.00</b>

Phase Fee 00501 90% PS&E

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
90% PS&E	32,809.25	100.00	32,809.25	0.00
Total Fee	32,809.25		32,809.25	0.00
<b>Total Fee</b>				<b>0.00</b>
<b>Total this Phase</b>				<b>0.00</b>

Phase Fee 00601 100% PS&E

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
100% PS&E	19,509.00	80.00	9,754.50	5,852.70
Total Fee	19,509.00		9,754.50	5,852.70
<b>Total Fee</b>				<b>5,852.70</b>

# Payment Approval Form - Contract/Consultant

Date: 12/30/2024

Name of Vendor: Wallace Group

Description of work: Civic Center - Specs Review

Purchase Order # PO-05612

Date of Board Approval August 25, 2023

Original Approved Amount: \$ 62,000.00

Total Contract Amount \$ 62,000.00

% Completed to Date 78%

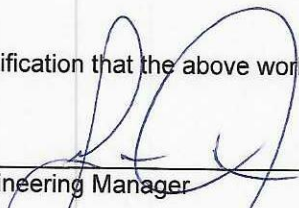
Total Invoiced to Date \$48,051.25

Amount Paid to Date \$44,061.25

**Total Due this Invoice \$3,990.00**

Total Contract Amount After Invoice: \$ 13,948.75

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

  
Engineering Manager 12/30/24  
Date

  
General Manager 12/30/24  
Date

Approved by Board of Directors: \_\_\_\_\_  
Date

Director of Landscape Architecture				
Wilkins, Matthew	9/16/2024	.50	185.00	92.50
Bid Ready Specs and Bid List				
Wilkins, Matthew	9/17/2024	.75	185.00	138.75
Bid Ready Specs and Bid List				
Wilkins, Matthew	9/23/2024	1.00	185.00	185.00
Bid Ready Specs				
Wilkins, Matthew	9/24/2024	.50	185.00	92.50
Bid Ready Specs				
Wilkins, Matthew	9/25/2024	.75	185.00	138.75
Bid Ready Specs				
Wilkins, Matthew	10/1/2024	.25	185.00	46.25
Front End Documentation, Bid Ready Specs				
Wilkins, Matthew	10/7/2024	.75	185.00	138.75
File Review, Specs				
Wilkins, Matthew	10/9/2024	.50	185.00	92.50
File Review, Specs				
Wilkins, Matthew	10/10/2024	.50	185.00	92.50
File Review, Specs				
Wilkins, Matthew	10/16/2024	3.00	185.00	555.00
Final Specs				
Wilkins, Matthew	10/17/2024	1.00	185.00	185.00
Final Specs				
Wilkins, Matthew	10/23/2024	1.00	185.00	185.00
Bid Specs				
Wilkins, Matthew	10/24/2024	2.00	185.00	370.00
Bid Specs				
Wilkins, Matthew	10/25/2024	2.00	185.00	370.00
Bid Specs				
Wilkins, Matthew	10/31/2024	1.00	185.00	185.00
Bid Proposal Form				
Wilkins, Matthew	11/1/2024	.50	185.00	92.50
Review Design Base Changes				
Wilkins, Matthew	11/4/2024	.75	185.00	138.75
Bid Quantities and List				
Wilkins, Matthew	11/5/2024	1.00	185.00	185.00
Bid Quantities and List				
		Totals	18.75	3,528.75
<b>Total Labor</b>				<b>3,528.75</b>
<b>Total this Phase</b>				<b>\$3,528.75</b>
<b>Total this Project</b>				<b>\$3,990.00</b>
<b>Total this Report</b>				<b>\$3,990.00</b>

DESCRIPTION Civic Center Project December 30, 2024

GL ACCT #	AMT
C0002	\$3,990.00

NOTES Wallace Group

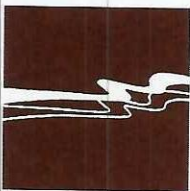
Bid Support

Project No.: 1764-0003-00

Contract Amount: \$62,000 Invoice: 63954

PO # 05612 GEN MANAGER \_\_\_\_\_

DEPT MANAGER [Signature] ADMIN MANAGER \_\_\_\_\_



WALLACE GROUP

Wallace Group  
A California Corporation  
612 Clarion Court  
San Luis Obispo, CA 93401  
Phone: 805-544-4011 Fax: 805-544-4294

December 27, 2024

Project No: 1764-0003-00

Invoice No: 63954

**Invoice Total \$3,990.00**

Phelan Piñon Hills Community Services District  
4176 Warbler Rd  
Phelan, CA 92371

Project 1764-0003-00 Phelan Piñon Hills Community Services District, Phelan Civic Center Bid Support

**Professional services rendered through November 30, 2024**

Phase 00200 Management, Meetings, and Coordination

**Labor**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Principal Engineer	.25	245.00	61.25	
Landscape Designer I	.25	120.00	30.00	
Totals	.50		91.25	
<b>Total Labor</b>				<b>91.25</b>
<b>Total this Phase</b>				<b>\$91.25</b>

Phase 00300 Prp Frnt-End Docs, Dvsn 01 Spcs & Bid Sc

**Labor**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Director of Landscape Architecture	2.00	185.00	370.00	
Totals	2.00		370.00	
<b>Total Labor</b>				<b>370.00</b>
<b>Total this Phase</b>				<b>\$370.00</b>

Phase 00400 Bid Support

**Labor**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Principal Engineer	1.00	245.00	245.00	
Director of Landscape Architecture	17.75	185.00	3,283.75	
Totals	18.75		3,528.75	
<b>Total Labor</b>				<b>3,528.75</b>
<b>Total this Phase</b>				<b>\$3,528.75</b>

<b>Budget</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Labor	3,990.00	35,243.75	39,233.75	
Limit			62,000.00	
Remaining			22,766.25	
<b>Total this Invoice</b>				<b>\$3,990.00</b>

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# Billing Backup

Friday, December 27, 2024

Wallace Group Invoice 63954 Dated 12/27/2024 3:59:34 PM

Project	1764-0003-00	Phelan Piñon Hills Community Services District, Phelan Civic Center Bid Support
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Phase	00200	Management, Meetings, and Coordination
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**Labor**

		Hours	Rate	Amount
Principal Engineer				
Tanaka, Steven	11/18/2024	.25	245.00	61.25
Front End Coordination				
Landscape Designer I				
Bruno, Ioanna	11/18/2024	.25	120.00	30.00
Site Plan Team Coordination				
Totals		.50		91.25
<b>Total Labor</b>				<b>91.25</b>
<b>Total this Phase</b>				<b>\$91.25</b>

Phase	00300	Prp Frnt-End Docs, Dvsn 01 Spcs & Bid Sc
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**Labor**

		Hours	Rate	Amount
Director of Landscape Architecture				
Wilkins, Matthew	11/1/2024	.25	185.00	46.25
Front End Document Review				
Wilkins, Matthew	11/11/2024	.25	185.00	46.25
Review Front Ends				
Wilkins, Matthew	11/12/2024	.25	185.00	46.25
Review Front Ends				
Wilkins, Matthew	11/19/2024	.25	185.00	46.25
Spec Development				
Wilkins, Matthew	11/20/2024	.50	185.00	92.50
Project Management				
Wilkins, Matthew	11/21/2024	.25	185.00	46.25
Project Management				
Wilkins, Matthew	11/25/2024	.25	185.00	46.25
Proj. Management				
Totals		2.00		370.00
<b>Total Labor</b>				<b>370.00</b>
<b>Total this Phase</b>				<b>\$370.00</b>

Phase	00400	Bid Support
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**Labor**

		Hours	Rate	Amount
Principal Engineer				
Tanaka, Steven	11/5/2024	1.00	245.00	245.00
Coordination Meeting				

# Payment Approval Form - Contract/Consultant

Date: 12/26/2024

Name of Vendor: Lilburn Corporation

Description of work: Phelan Civic Center NEPA for EOC

Purchase Order # PO-05829

Date of Board Approval February 28, 2024

Original Approved Amount: \$ 48,500.00

Total Contract Amount \$ 48,500.00

% Completed to Date 68%

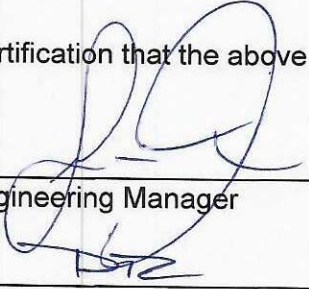
Total Invoiced to Date \$33,039.00

Amount Paid to Date 27,982.75

**Total Due this Invoice \$5,056.25**

Total Contract Amount After Invoice: \$ 15,461.00

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

  
Engineering Manager 12/26/24  
Date

General Manager 12/30/24  
Date

Approved by Board of Directors: \_\_\_\_\_  
Date



# LILBURN CORPORATION

# INVOICE

1905 Business Center Drive  
 San Bernardino, California 92408  
 (909) 890-1818 (909) 890-1809 (fax)

No. 24-0836

TO: Phelan Pinon Hills Community Services  
 Attn: George Cardenas  
 4176 Warbler Road  
 Phelan, CA 92329  
 email: gcardenas@pphcsd.org

Invoice Date: August 15, 2024  
 Project No.: 1556  
 Auth. No.: PO-05829  
**Due: September 14, 2024\***

## PHELAN CIVIC CENTER NEPA FOR EOC

Invoice Period: July 15 - August 11, 2024

<i>Professional Services:</i>	Hours	Rate	Total
<b>Task 1: Proposed Action Alternative</b>			
<b>Task 1 Total</b>			\$ -
<b>Task 2: NEPA Document</b>			
Principal	3.25	\$245.00	\$ 796.25
Document Manager	17.50	\$135.00	\$ 2,362.50
Environmental Analyst	16.25	\$110.00	\$ 1,787.50
<b>Task 2 Total</b>			\$ 4,946.25
<b>Task 3: Project Management &amp; Meetings</b>			
Environmental Analyst	1.00	\$110.00	\$ 110.00
<b>Task 3 Total</b>			\$ 110.00

DESCRIPTION	Civic Center Project	December 19, 2024
	GL ACCT #	AMT
	C0002	\$5,056.25

<b>CONTRACT SUMMARY</b>		NOTES
Contract Amount	\$48,500.00	
Prior Billed	\$24,621.25	
This Invoice	\$5,056.25	
Total Billed	\$29,677.50	
Remaining	\$18,822.50	

NEPA Document - Environmental Assessment (EA)  
 FEMA Grant Conditions

Contract Amount: \$48,500

05829

GEN MANAGER \_\_\_\_\_  
 ADMIN MANAGER \_\_\_\_\_

**TOTAL AMOUNT DUE \$ 105,056.25**

\*This invoice is payable according to the above terms. An interest of 0.833% per month will be payable on any amounts not paid within the specific number of days. In the event it becomes necessary to resolve a dispute concerning the terms of payment or fees for services, the prevailing party shall be entitled to reasonable attorney's fees, costs, and other necessary and proper expenses incurred therein.



**PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT**

**PURCHASE ORDER**

P.O. Box 294049  
Phelan, CA 92329-4049  
(760) 868-1212

**PO Number:** PO-05829

**Date:** 03/05/2024

**Request #:** PO-05829

**Vendor #:** LILBURN

**ISSUED TO:** Lilburn Corp.  
1905 Business Center Drive  
San Bernardino, CA 92408-

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

ITEM	UNITS	DESCRIPTION	PROJECT	PRICE	GL ACCOUNT #	GL ACCOUNT NAM	AMOUNT
1		Civic Center FEMA EOC - NEPA St Lilburn Corp. Prepare NEPA Document for Emergency Operations Center CEQA document has been approved by San Bernardino County 1st version of draft EA - 2 months Completion in 3 months from the date of authorization to proceed. Amount not to exceed: \$48,500	C0002		01-0-0-17000	CIP Enterprise Fun	48,500.00

Requested By: George Cardenas

Date: 3/5/2024

<b>SUBTOTAL:</b>	48,500.00
<b>TOTAL TAX:</b>	106 0.00
<b>SHIPPING:</b>	0.00
<b>TOTAL</b>	48,500.00

# Agenda Item 4

Matters Removed from  
Consent Items

# Agenda Item 5

Presentations/Appointments

# Agenda Item 6a

Discussion & Possible Action Regarding  
2025/2026 Budget Process Schedule

## MEMORANDUM

**DATE:** January 8, 2025

**TO:** Board of Directors

**FROM:** Don Bartz, General Manager  
By: David Noland, Finance Supervisor

**SUBJECT:** Review & Discussion Regarding the 2025/2026 Budget Schedule

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### STAFF RECOMMENDATION

Staff recommends for the Board to review the attached draft 2025/2026 budget timeline and determine if modifications are necessary.

### BACKGROUND

Each year, staff completes a schedule for the budget process timeline. This timeline, along with a summary of the budget process, is published on the District's website and a press release is issued in order to encourage public participation.

### FISCAL IMPACT

None

### ATTACHMENT(S)

2025/2026 Budget Schedule  
Draft Press Release - Budget Process & Schedule

<b>Budget Schedule - Committees and Management</b>			
<b>2025/2026 Budget</b>			
January 8, 2025	Wed	5:00 PM	Regular Board Meeting - Board review schedule and approve.
January and February			Management and Supervision staff begin work on operational budgets, reviewing historical expenses, estimating future expenses, gathering quotes and estimates, evaluating goals and programs, etc.
January 6, 2025	Mon	10:30am	Following Staff Meeting: Management meeting budget process
January 9, 2025	Thurs	5:00 PM	Special Solid Waste and Recycling Committee - Review and discuss draft budget schedule, long range plans, programs and operational goals.
January 14, 2025	Tues	4:30 PM	Special Parks and Recreation Committee - Review and discuss draft budget schedule, long range plans, programs and operational goals.
January 21, 2025	Tues	5:00 PM	Special Engineering Committee - Review and discuss draft budget schedule, long range plans and operational goals.
January 2025	TBD	TBD	As committees meet quarterly now, they may need to schedule special meeting(s) in January or February in order to complete the long range plans and operational goals by January 29, 2025.
January 29, 2025	Wed	5:00 PM	Long range capital, maintenance plans, programs and capital budgets due to Lori for inclusion in the February 11, 2025 Special Workshop.
February 5, 2025	Wed	Noon	Long range capital, maintenance plans, programs and capital budgets due to Staff for Special Board Meeting.
<b>February 11, 2025</b>	<b>Wed</b>	<b>5:00 PM</b>	<b>Board Workshop - Workshop to review and approve long range capital, maintenance plans, programs, capital budgets, and goals.</b>
March			Staff develops draft budget.
April 3, 2025	Thurs	Noon	Draft Budget due to Staff for inclusion in Finance Committee Meeting.
April 8, 2025	Tues	4:00 PM	Special Finance Committee Meeting - Review and discuss draft budget.
April 10, 2025	Thurs	Noon	Draft budget due to Staff for inclusion in April 15, 2025 Special Board Workshop package.
<b>April 15, 2025</b>	<b>Tues</b>	<b>5:00 PM</b>	<b>Board Workshop - Review draft budget.</b>
April 30, 2025	Wed	Noon	Final Draft Budget due to Staff for inclusion in Finance Committee Meeting.
May 6, 2025	Tues	4:00 PM	Special Finance Committee Meeting - Review and discuss final draft budget.
May 15, 2025	Thurs	Noon	Final Draft Budget due to Staff for inclusion in May 20 Special Board Workshop package.
<b>May 20, 2025</b>	<b>Tues</b>	<b>5:00 PM</b>	<b>Board Workshop - Review final draft budget (NOTE: This meeting is tentative. The meeting of April 15, 2025 will determine whether or not this meeting will be necessary).</b>
<b>June 11, 2025</b>	<b>Wed</b>	<b>5:00 PM</b>	<b>Regular Board Meeting - Budget presentation, Hearing, and possible adoption.</b>

Note: Shaded meetings are public meetings. Meeting dates are subject to change and notification will be posted accordingly.

**PRESS RELEASE - 1/9/2025**

**PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT  
2025/2026 BUDGET PROCESS & SCHEDULE**

**DRAFT**

Each year, staff is tasked with preparing a budget for consideration at an annual Public Hearing in June. The process leading up to the hearing includes several public meetings to provide the Board and the public with information for consideration and opportunities for input into the budget process. These public meetings include workshops, committee, and Board meetings. Beginning in January, committees review and update their respective Long Range Plans including the 10-year Capital Improvement Plan (CIP) and Maintenance plans. In February, staff gathers information in preparation for the budget. February through March, the Board reviews and approves the Long Range Capital Plans. Staff utilizes budget assumptions based on the consumer price index and other economic factors. Considering these guidelines, staff begins the process of preparing a draft budget. Staff works with department managers and supervisors to obtain budget information and incorporates the data with the assumptions as directed by the Board. The draft budget is reviewed by management and presented to the Finance Committee for consideration prior to being presented to the full Board. The Final Draft Budget is made available for review and a public hearing is held in June. The Final Draft Budget is presented to the Board during the public meeting for final review, consideration, and adoption. All of these are public meetings and the District encourages public attendance and participation. The events listed below have been scheduled to promote public participation and ensure the public has the opportunity to become familiar with the budget process. **The Public is invited to ALL of these sessions and is encouraged to attend.**

**SCHEDULE OF EVENTS**

**PUBLIC MEETINGS AND HEARING FOR 2025/2026 BUDGET PROCESS**

January & February	Committees meet, review, and update long range capital, maintenance plans, programs, and District goals. Committee meeting agendas are posted on the District calendar, in the office, online, and at the community centers. The public is invited and encouraged to attend and participate in this process.
Wednesday – 5:00 p.m. February 11, 2025	Special Board Workshop – Review and approval of committee proposed long range capital, maintenance plans, programs, and goals.
Tuesday – 4:00 p.m. April 8, 2025	Special Finance Committee – Review Draft Budget
Tuesday – 5:00 p.m. April 15, 2025	Special Board Workshop – Review Draft Budget
Tuesday – 4:00 p.m. May 6, 2025	Special Finance Committee – Review Final Draft Budget
Tuesday – 5:00 p.m. May 20, 2025	Special Board Workshop – Review Final Draft Budget. Note: This meeting is tentative. The meeting of April 15, 2025, will determine whether or not this meeting will be necessary.
Wednesday – 5:00 p.m. June 11, 2025	Regular Board Meeting <b>Budget Hearing</b> & possible Budget approval (with any modifications identified as a result of the hearing).



# Agenda Item 6b

Discussion & Possible Action Regarding  
Resolution No. 2025-01; Government Banking  
Public Unit Resolution & Master Signature  
Authorization Agreement

## MEMORANDUM

**DATE:** January 8, 2025

**TO:** Board of Directors

**FROM:** Don Bartz, General Manager  
By: David Noland, Finance Supervisor

**SUBJECT:** Discussion & Possible Action Regarding Resolution No. 2025-01; Government Banking Public Unit Resolution & Master Signature Authorization Agreement

### STAFF RECOMMENDATION

For the Board to adopt Resolution No. 2025-01; Government Banking Public Unit Resolution and Master Signature Authorization Agreement.

### BACKGROUND

As a result of the November 5, 2024, election, the District has one new Director who needs to be added as an authorized signer at the District's banking institution. Authorized signers are required to approve payroll and accounts payable transactions. In order to add authorized signers, a resolution must be adopted.

### FISCAL IMPACT

N/A

### ATTACHMENT(S)

Resolution No. 2025-01



**INSTITUTIONAL BANKING SOLUTIONS  
GOVERNMENT BANKING  
PUBLIC UNIT RESOLUTION AND MASTER SIGNATURE  
AUTHORIZATION AGREEMENT**

Public Unit Name: Phelan Pinon Hills CSD  
 Address: 4176 Warbler Rd  
 City: Phelan State: CA Zip Code: 92371  
 Telephone: 760-868-1212 Fax: \_\_\_\_\_ Email: llowrance@pphcsd.org  
 Tax ID #: \_\_\_\_\_ Date: 01/08/2025 RM: YCJ/krc

The undersigned certifies that the following is a true and correct representation of the intention of the governing body of the above-named Public Unit, as reflected in resolutions adopted by the governing body of the Public Unit at a legally convened meeting. The Public Unit resolves that:

1. Flagstar Bank, N.A. ("Flagstar") is designated as a depository of the Public Unit and is hereby authorized to accept monies, wire and other electronic fund transfers, checks, drafts, notes, acceptances or other evidences of indebtedness for deposit, or for collection by Flagstar and deposit upon receipt of payment therefor by Flagstar, to the credit of the Public Unit in such account or accounts as the Public Unit may have with Flagstar, without the endorsement of the Public Unit appearing thereon, and Public Unit promises to pay Flagstar for any Items (defined below) that are returned for lack of endorsement. The below-named Authorized Signers (and those Authorized Signers named on the Additional Signers addendum attached hereto, if any) are authorized to open or close deposit accounts with Flagstar and to instruct Flagstar as to the disposition of funds in any account to be closed, all by instruction to Flagstar by any one (1) of the Authorized Signers as provided in paragraph 4 of this Agreement. The depository accounts to which these resolutions apply include existing depository accounts of the Public Unit and all future depository accounts opened by the Public Unit with Flagstar pursuant to this section.
2. The Public Unit has designated the following individuals as Authorized Signers (including those on the Additional Signers addendum attached hereto, if any) for any deposit account or other financial accommodation:

Authorized Signer(s):	Signature(s):
Name: <b>Don Bartz</b> Title: <b>General Manager</b>	
Name: <b>Rebecca Kujawa</b> Title: <b>Board Director</b>	
Name: <b>Deborah Philips</b> Title: <b>Board Director</b>	
Name: <b>Jeanna Mills</b> Title: <b>Board Director</b>	
Name: <b>Charles Hays</b> Title: <b>Board Director</b>	

Each of the Authorized Signers holds the office, title or status with the Public Unit specified and the actual signature of each Authorized Signer appears next to such Authorized Signer.

3. Unless otherwise specified in the "Public Unit Special Instructions Addendum", any one (1) of the Authorized Signers is authorized, for and on behalf of the Public Unit, to:
  - a. make deposits to and withdrawals from any account at Flagstar, and to generally transact any and all business with respect to such account (including the ability to transact such business with Flagstar via telephone request, email request, or facsimile transmission). This authority includes, without limitation, the authority to sign, execute, deliver and negotiate checks, drafts, bills of exchange, acceptances, wire transfers and other instruments or withdrawal orders from or drawn on the depository accounts of the Public Unit with Flagstar ("Items"). The signatures of all Authorized Signers must appear on the account signature card for the applicable account.



**INSTITUTIONAL BANKING SOLUTIONS  
GOVERNMENT BANKING  
PUBLIC UNIT RESOLUTION AND MASTER SIGNATURE  
AUTHORIZATION AGREEMENT**

- b. execute and deliver any documents, agreements, instruments, amendments, signature cards, or certificates (each an "Account Agreement") related to any account at Flagstar or any product or service offered by Flagstar. Execution and delivery of any Account Agreement by an Authorized Signer shall be conclusive evidence such Account Agreement is necessary, appropriate or desirable to effectuate the intent of, or matters reasonably contemplated by, these resolutions.
- c. appoint any individual ("Authorized Representative") to transact business on Public Unit's accounts (including the ability to transact such business via telephone request, email request, and/or facsimile transmission), including, without limitation, designating Authorized Representatives to sign, execute, deliver and negotiate Items.
- 4. Flagstar is authorized, in its sole discretion, to take any action authorized hereunder based upon: (i) the signature of any Authorized Signer or Authorized Representative that is delivered to Flagstar in writing, including by facsimile transmission, (ii) electronic mail that Bank reasonably believes if from any Authorized Signer or Authorized Representative; or (iii) the telephone requested of any person purporting to be an Authorized Signer or Authorized Representative (if followed-up by a written authorization).
- 5. A certified copy of these resolutions be delivered to Flagstar and that these resolutions will remain in full force and effect until express written notice of its rescission or modification has been received and recorded by Flagstar. Any and all prior resolutions adopted by the Public Unit and certified to Flagstar as governing the operation of the Public Unit's accounts, are in full force and effect, until Flagstar receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to Flagstar, establishing the authority for the changes.
- 6. The Public Unit agrees to the terms and conditions of any account agreement, disclosure, or other agreement for any account opened by an Authorized Signer in Public Unit's name.
- 7. The Public Unit agrees that Flagstar may furnish automated access devices to Authorized Signers to facilitate those powers authorized by these resolutions. The term "automated access device" includes, but is not limited to, credit cards, automated teller machine (ATM) cards, and debit cards.
- 8. These resolutions now stand of record on the books of the Public Unit, are in full force and effect and have not been modified or revoked in any manner whatsoever. Nothing in the foregoing resolutions violates the charter, by-laws or regulations, or other organizational documents of the Public Unit.
- 9. The individual (s) signing as witness below, attest they are authorized by the public entity to certify signers for the organization.

IN WITNESS WHEREOF, I/We have affixed my/our name(s) on January, 8, 2025.  
Month Day Year

Signature: \_\_\_\_\_  
 Name: Don Bartz  
 Title: General Manager

Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_



**INSTITUTIONAL BANKING SOLUTIONS  
GOVERNMENT BANKING  
PUBLIC UNIT RESOLUTION AND MASTER SIGNATURE  
AUTHORIZATION AGREEMENT (ADDITIONAL SIGNERS)**

Public Unit Name: Phelan Pinon Hills CSD

Specimen signatures of each of the authorized persons are as follows: (signers noted below are in addition to current authorized signers on Public Unit Resolution and Master Authorization Signature Authorization Agreement dated 01/08/2025.)

Authorized Signers(s):	Signature(s):
Name: <b>Gregory Snyder</b> Title: <b>Board Director</b>	
Name: Title:	
Name: Title:	
Name: Title:	
Name: Title:	

Date: 01/08/2025

# Agenda Item 6c

Discussion & Possible Action Regarding  
Entering into a Professional Services  
Agreement with Tom Dodson & Associates,  
Environmental Consulting Services, for  
Proposed Well No. 18 and Backup Well

## MEMORANDUM

**Date:** January 8, 2025

**TO:** Board of Directors

**FROM:** Don Bartz, General Manager  
By: Sean Wright, Water Operations Manager

**SUBJECT:** Discussion & Possible Action Regarding Entering into A Professional Services Agreement with Tom Dodson & Associates, Environmental Consulting Services, for Proposed Well No. 18 and Backup Well

### STAFF RECOMMENDATION

For the Board to approve entering into a Professional Service Agreement with Tom Dodson & Associates to assist the District in achieving CEQA compliance for one (1) new well (Well No.18) and one (1) backup site should the District need a secondary site to drill a potable well.

### BACKGROUND

On December 9, 2024, the District acquired a 2.02-acre parcel (APN 3100-561-14) on Beekley Road and Begonia Street for a new production well (Well No. 18). This site is at the North end of the District which has proven its capacity for water yield and water quality. To purchase the parcel, the District utilized its budgeted amount of \$100,000 for FY 24/25 to secure the purchase at \$20,000 plus fees, totaling \$21,000, and leaving \$79,000 available in FY 24/25 to complete CEQA, site plans, surveying, and engineering.

Well No. 18 is proposed to be located on the new 2.02-acre parcel. This project will also include approximately 600 feet of water pipeline connecting to the existing distribution pipeline at Pressure Zone 2 similar to the recently constructed Well No. 15, while functioning identical to Well No. 8, supplying sites 1A and 1C. Tom Dodson and Associates previously completed CEQA compliance for Well No. 15 and Well No. 16 in April 2022. The District is concurrently pursuing CEQA at a 2nd location for a backup well on the District-owned 2.06-acre parcel on Camellia Road (APN 3101-381-25), the parcel 1400' East of Well No. 2.

In accordance with the District's Purchasing Policy, Section 4209 – Exemptions to Competitive Bidding, "Notwithstanding the basic policy that the procurement of Services and Supplies shall be on a Competitive Bidding basis to the maximum practical extent, Purchases may be negotiated when one of the following circumstances is present: Section 4209.05 – When the Purchase is for Professional Services."

The District proposes to have Well No. 18 at the 2.02-acre parcel, the proposed pipeline alignment, and the backup well site at the 2.06-acre parcel topographically surveyed soon after Board approval. The pipeline design will be completed in-house by District staff.

**FISCAL IMPACT**

Not to Exceed \$47,000

**ATTACHMENT(S)**

- Tom Dodson & Associates Proposal for Environmental Consulting Services for Proposed Well No. 18 and Backup Well
- Well No. 18 Site Layout
- Backup Well Layout



## TOM DODSON & ASSOCIATES

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Mailing Address: PO Box 2307, San Bernardino, CA 92406-2307

Physical Address: 2150 N. Arrowhead Avenue, San Bernardino, CA 92405

Tel: (909) 882-3612 ♦ Email: [tda@tdaenv.com](mailto:tda@tdaenv.com) ♦ Web: [tdaenvironmental.com](http://tdaenvironmental.com)



## MEMORANDUM

December 16, 2024

From: Tom Dodson & Kaitlyn Dodson-Hamilton, Tom Dodson & Associates

To: Phelan Piñon Hills Community Service District

Subject: Proposal for Environmental Consulting Services for PPHCSD Well 18 and Backup Well

Tom Dodson & Associates (TDA) looks forward to working with Phelan Piñon Hills Community Service District on the Well 18 and Backup Well Project. TDA believes an MND is the appropriate mechanism by which to comply with CEQA for the proposed well development project, and believes that we can meet the scope of services outlined by District Staff within a reasonable time frame (5-6 months) and within a reasonable budget, ultimately providing PPHSCD with a quality end product. TDA envisions working closely with PPHSCD's staff and engineers to produce a project description that can be used to facilitate the commencement of the technical studies we believe will be required to accompany the analysis contained in the MND and to facilitate the commencement of the AB 52 consultation process between PPHSCD and Tribes who have requested consultation under the Assembly Bill. TDA believes that the following technical studies will be required to accomplish full CEQA Compliance: Cultural Study, Biological Resources Assessment and Jurisdictional Delineation, Noise Impact Study, and Air Quality and Greenhouse Gas Impact Analysis.

### SCOPE OF WORK

#### TASK 1: PROJECT MANAGEMENT AND ADMINISTRATION

Tom Dodson and Kaitlyn Dodson-Hamilton will coordinate closely with the PPHCSD to ensure that the IS/MND and associated technical documents delivered to the PPHCSD accurate, and useful to decision makers when considering approval of the project. The project management task is based on the duration of the estimated schedule, which is presented below under Proposed Schedule. If the schedule or the project is extended for reasons beyond TDA's control, a contract amendment may be required for additional fees for project management and coordination efforts.

#### TASK 2: DEVELOP AND COMPILE THE PROJECT DESCRIPTION

TDA will develop a comprehensive project description that will be utilized to forecast the potential environmental impacts of the project. The project description will include a detailed summary of the overall project and its potential effects on the environment. Construction and operation scenarios will be compiled in coordination with PPHCSD staff for this specific well development project to allow

detailed impact forecasts. Once the project description is completed, a draft will be forwarded to PPHCSD staff for review and comment. The end product of this effort will be a detailed project description that will be utilized by TDA in the Initial Study to forecast environmental effects of implementing the Project. This same project description with minor editing will be used as a basis for the TDA, on behalf of the PPHCSD, to consult with the Tribes that requested consultation under AB 52. On behalf of the PPHCSD, TDA will draft letters to the Tribes who have requested consultation under AB 52, and will include the Project Description and related graphics as attachments to these consultation letters.

### TASK 3: TECHNICAL ANALYSES AND MODELING

#### **Task 3A: Air Quality and Greenhouse Gas Emissions**

TDA will oversee preparation a technical analysis to evaluate potential air quality and greenhouse gas (GHG) emissions impacts associated with the proposed project. This technical analysis will be prepared by Urban Crossroads. Impacts will be based on the current methodology of the Mojave Desert Air Quality Management PPHCSD (MDAQMD) for projects within the Mojave Desert Air Basin. Modeling will be conducted using the most current version of California Emissions Estimator Model (CalEEMod) and will be included as an appendix to the environmental document. Model data will be compiled for the following project activities: construction, operation, local significance thresholds, health, and GHG.

#### **Task 3B: Noise and Vibration**

TDA will oversee preparation of a technical analysis to evaluate potential noise and vibration impacts for the construction and operational phases proposed project at each of the well sites. Urban Crossroads and TDA will utilize previous experience and knowledge of similar noise environments to characterize the existing conditions for the project area. The ambient noise environment around the project site is expected to be relatively low, based on the residential location of the well development site. Urban Crossroads will conduct 24-hour noise monitoring at the project site to establish noise baseline. Urban Crossroads will assess temporary noise and vibration impacts during project construction activities using industry-standard analysis techniques and using scheduling, equipment mix, hauling, and truck trip information as provided by the PPHCSD. Additionally, construction-related vibration will be analyzed with respect to the adjacent residences located adjacent to the project footprint. Construction related noise and vibration impacts will be analyzed in terms of the surrounding non-sensitive and sensitive receptors.

The findings of the noise and vibration analyses and impact assessment will be provided in the IS/MND and pertinent calculations and technical information will be provided in an Appendix.

#### **Task 3C: Cultural Resources Report**

TDA will oversee preparation of a technical analysis to evaluate potential impacts the cultural resources (archaeological, historical, and paleontological resources) at each of the well sites and along the pipeline alignment. Mojave Archaeological Consulting staff are extremely adept at preparing cultural resources reports, and have conducted several studies for similar well development projects. Where applicable, Mojave Archaeological Consulting staff will facilitate compliance with compliance with Section 106 of the National Historic Preservation Act. Mojave Archaeological Consulting will also conduct a field study of the project area, as well as a records search of the

footprint to ultimately compile a Historical/Archaeological Resources Survey Report that will meet CEQA. CRM TECH will also reach out to area tribes to invite them to attend the site survey, as we have found this to be a useful tool in consulting under AB 52.

### **Task 3D: Biological Resources Assessment and Possible Jurisdictional Delineation**

TDA will oversee preparation of a technical analysis to evaluate potential impacts the biological resources that may occur near or within the project footprint, which includes each of the well sites and along the pipeline alignment. ELMT staff are incredibly familiar with the project area, and have conducted several studies for similar projects, including for the PPHCSD. Because the project footprint includes areas that have not been completely developed, this assessment is crucial to determining what species may be impacted by the proposed project, and HDR will determine the appropriate treatment of any potential species that may exist within the footprint, in most cases through implementation of mitigation that complies with California Department of Fish and Wildlife standards and requirements. Additionally, based on a cursory review of Google Maps, it appears that it is unlikely for the project to impact jurisdictional features as a result of construction of the project; regardless, as part of the biologist's field assessment, ELMT will determine whether any jurisdictional features would be impacted by the proposed project, and if jurisdictional features are determined to be present within the construction footprint, ELMT will prepare a Preliminary Jurisdictional Delineation. This is a task for which a fee is provided in this proposal, but is dependent on the determination made as a result of the biological field survey.

**Preliminary Western Joshua Tree Evaluation** – If Joshua Trees are found to be located within the area of potential effect by construction (installing pipeline, etc.), TDA will provide a follow on budget for a preliminary Joshua Tree Evaluation.

### TASK 4: DRAFT IS/MND

The draft IS/MND will follow the CEQA Guidelines Appendix G Initial Study format and will clearly identify and address all potential issues facing the proposed project. It will be clearly written and will avoid the use of technical jargon, to the extent possible, so that the document is easily understood, whilst meeting all of the requirements set forth in CEQA and the State CEQA Guidelines. The completed draft IS/MND will be submitted to the District for initial review and comment. We assume two rounds of review of the draft IS/MND. Modification to the scope of work, budget, and time frame may be necessary if additional reviews are required.

### TASK 5: PUBLIC DRAFT IS/MND

TDA will edit the IS/MND upon receipt of the comments from the PPHCSD. Upon approval of the IS/MND as the public draft version, we will also prepare a Notice of Intent (NOI). TDA will reproduce and distribute the public draft IS/MND and NOI to responsible agencies, trustee agencies, and other special interest groups and individuals identified on a distribution list to be developed in consultation with the PPHCSD. It is assumed that TDA will file the NOI with the San Bernardino County Clerk of the Board. TDA will draft a Notice of Availability (NOA), which will provide notice to the public pursuant to CEQA Guidelines Section 15072(b), by either publication in the newspaper, posting on site, or direct mailing to adjacent property owners. TDA will provide copies of the draft report to public agencies as required.

#### TASK 6: RESPONSE TO COMMENTS

If any comments are received during the 30-day public review period, TDA will work with the PPHCSD to address any CEQA related comments. It is expected that the number of comments received will be minimal and responses can be handled through a memorandum and included in the staff report to the PPHCSD Board. If there are lengthy comments or comments that raise controversial topics, modification to the scope of work, budget, and time frame may be necessary.

#### TASK 7: MITIGATION MONITORING AND REPORTING PROGRAM

TDA will prepare a Mitigation Monitoring and Reporting Program (MMRP) based on mitigation measures identified in the IS/MND and pursuant to Section 21081.6 of the CEQA Public Resources Code. The MMRP will be defined through working with PPHCSD staff to identify appropriate monitoring steps/procedures in order to provide a basis for monitoring such measures during and upon project implementation. It will identify the significant impacts that would result from the proposed project; proposed mitigation measures for each impact; the timing at which the measures will need to be conducted; the entity responsible for implementing the mitigation measure; and the PPHCSD department or other agency responsible for monitoring the mitigation effort and ensuring its success. The MMRP will be submitted to PPHCSD staff for review and approval in conjunction with submittal of the Response to Comments (see Task 6).

#### TASK 8: DELIVERY OF FINAL CEQA PACKAGE

TDA will compile the Final CEQA package prior to the Public Hearing to include the Final IS/MND, Responses to Comments, MMRP, and Technical Appendices. TDA will provide digital copies of the final reports to public agencies as required.

#### TASK 9: MEETINGS AND PUBLIC HEARINGS

Tom Dodson and/or Kaitlyn Dodson-Hamilton will attend the initial kick-off meeting. They will be available for progress meetings (up to 5) by phone as needed. Kaitlyn Dodson-Hamilton and/or Tom Dodson will attend the PPHSCD Board Public Hearing. Approximately three hours for each public hearing, and one-to-two hours for project status meetings—the hours noted include preparation, drive (where applicable), and attendance time. This task may be used for conference calls, in-person meetings, or public hearings. TDA will prepare an agenda for meetings, record meeting minutes, and submit meeting minutes to PPHSCD and the Project Team promptly. TDA will provide optional services to draft necessary presentations or collaborate with PPHSCD staff to draft any required presentations for meetings.

#### TASK 10: NOTICE OF DETERMINATION

TDA will prepare the Notice of Determination (NOD) for the project and file the NOD with the San Bernardino County Clerk of the Board within five days of project approval by the PPHCSD. This task includes payment of County fees and the appropriate CDFW filing fees.

**FEE SCHEDULE**

**Labor:** Time spent on behalf of a client will be charged as follows:

Environmental Specialist I	\$150-170.00 / hour
Environmental Specialist II	\$120.00 / hour
Environmental Specialist III	\$90.00 / hour
Environmental Specialist IV	\$65.00 / hour
Biologist III / Monitor	\$70.00 / hour
Admin / WP / Graphics	\$60.00 / hour
Legal Expert Witness	\$250.00 / hour
Consulting: Other	\$250.00 / hour

**Other Direct Costs:** All other direct costs (travel, supplies, printing, etc.) may be charged at actual cost. There will be no mark-up on ODCs. Mileage will be billed at the Internal Revenue Service (IRS) standard mileage rate for business travel. For 2024, this rate is \$0.67 per mile.

The following are the fees for implementing the above tasks.

Tasks	Task Description	Initial Study
Task 1	Project Management and Administration	\$2,000
Task 2	Project Description	\$3,000
Task 3	Technical Analyses and Modeling	
Task 3A	Air Quality and Greenhouse Gas	\$4,500
Task 3B	Noise Impact Analysis	\$6,000
Task 3C	Cultural Resources Report	\$4,500
Task 3D	Biological Resources Report	\$6,500
Task 4	Draft IS/MND	\$7,000
Task 5	Public Draft Circulation of the IS/MND	\$3,000
Task 6	Responses to Comments	\$2,000
Task 7	MMRP	\$1,500
Task 8	Delivery of Final CEQA Package	\$1,500
Task 9	Meetings and Public Hearings	\$2,000
Task 10	Notice of Determination (direct cost that varies by year)	~\$3,500
Total Maximum Fee		\$47,000

The final fee of \$47 ,000 above is considered the “not to exceed” amount of this proposal.

**SCHEDULE**

Day 1:	Authorization to proceed
Day 20:	Draft project description submitted for review
Day 30:	AB 52 consultation initiated
Day 50-90:	Technical studies delivered

Day 95: Draft IS/MND delivered for internal review  
Day 105: IS/MND comments received  
Day 115: IS/MND published and 30-day review initiated  
Day 145: Close of comment period  
Day 160: Draft Final IS/MND package submitted for review  
Day 175: Final IS/MND submitted

TDA anticipates that CEQA compliance for this project will require about 6 months, barring any problems or issues with completion of the AB 52 consultation process, which consists of mandatory consultation with local Native American tribes regarding "traditional tribal resources."

PPHCSD Board Adoption can occur at any time after Day 175. This schedule is tentative, and the duration may be less than or greater than the above amount, though it is anticipated that the project would take less than the estimated 175 days based on our experience with previous well development projects in the past.

#### CONCLUSION

TDA appreciates the opportunity to submit this letter proposal to PPHCSD. Should you have any questions or wish to discuss any of the preceding proposal details, please do not hesitate to contact me.

Sincerely,



Kaitlyn Dodson-Hamilton, Vice President, TDA

Authorization to Proceed / Acceptance of Proposal:

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*Due to potentially dynamic project considerations including, but not limited to: environmental occurrences, changes in the project description, and/or modifications in public/private policy, TDA reserves the right to shift funds among individual task budgets according to specific needs.*

APN 3100-561-17

APN 3100-551-12

302.59' N 0° 13' 13" W  
PL

APN 3100-561-14  
PARCEL MAP No. 12544  
PARCEL 2  
PM 152/3-4  
(2.02 AC)

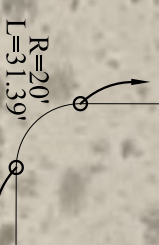
SALERNO ROAD  
CL

270.92' N 89° 40' 19" E  
RW

APN 3100-561-15

RW

30'  
30'



PROPOSED 160'x160'  
CHAINLINK FENCE

PROPOSED  
WELL No. 18



PROPOSED 10'x30'  
CHLORINE BUILDING

APN 3100-561-13

PROPOSED  
SWITCH-GEAR  
TRANSFORMER

290.76' N 89° 42' 33" E  
PL

BEEKLEY ROAD  
CL/PL

CL/PL

PROPOSED 8" PVC  
WATER PIPELINE

RW

14'

40'

EXISTING 8" AC  
WATER PIPELINE

RW

30'

30'

APN 3101-311-20

RW

CL

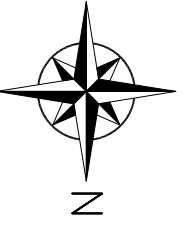
RW

BEGONIA ROAD  
RW

RW

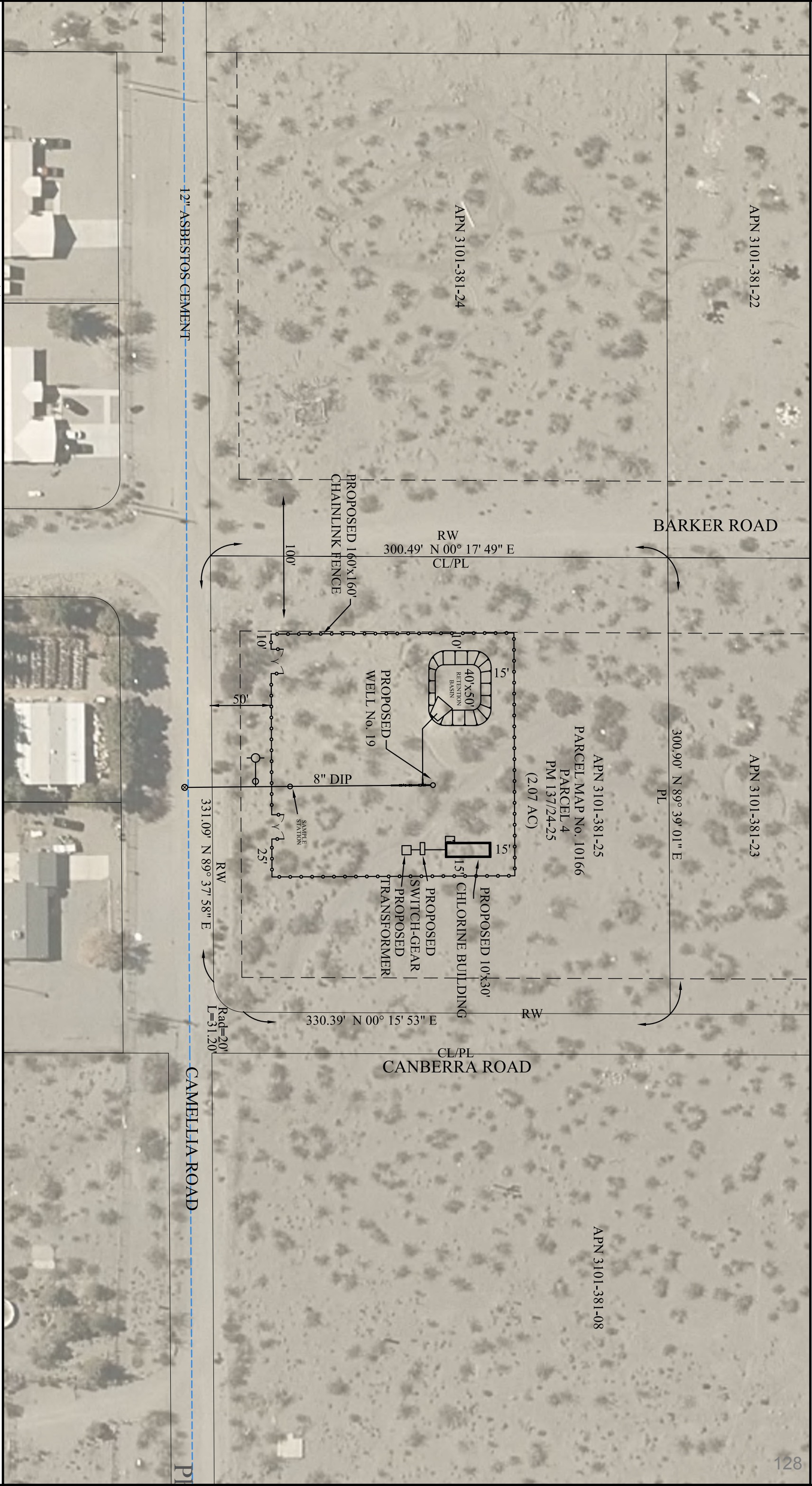
APN 3100-551-13

o PROPERTY CORNER  
INDICATES SET 1" IP, 18" LONG, TAGGED LS 4218



**PHELAN PINON HILLS  
COMMUNITY SERVICES DISTRICT**

APN 3100-561-14  
PARCEL 2 Parcel Map No. 12544  
**PRELIMINARY WELL No. 18  
AND PIPELINE LAYOUT**  
EXHIBIT "A"



APN 3101-381-22

APN 3101-381-23

APN 3101-381-24

APN 3101-381-25  
PARCEL MAP No. 10166  
PARCEL 4  
PM 137/24-25  
(2.07 AC)

APN 3101-381-08

BARKER ROAD

CANBERRA ROAD

12" ASBESTOS CEMENT

CAMELLIA ROAD

RW  
300.49' N 00° 17' 49" E  
CL/PL

300.90' N 89° 39' 01" E  
PL

PROPOSED 160'x160'  
CHAINLINK FENCE

40'x50'  
RETENTION  
BASIN

PROPOSED  
WELL No. 19

8" DIP

SAMPLE  
STATION

PROPOSED  
CHLORINE BUILDING  
10'x30'

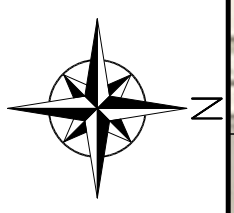
PROPOSED  
SWITCH-GEAR  
PROPOSED  
TRANSFORMER

330.39' N 00° 15' 53" E  
RW

331.09' N 89° 37' 58" E  
RW

Rad=20'  
L=31.20'

o PROPERTY CORNER  
INDICATES SET 1" IP, 18" LONG, TAGGED LS 4218



**PHELAN PINON HILLS  
COMMUNITY SERVICES DISTRICT**  
APN 3101-381-25  
PARCEL 4 Parcel Map No. 10166  
PRELIMINARY WELL No. 19  
EXHIBIT "A"



# Agenda Item 7

Committee Reports/Comments

# 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

November 2024

### FINANCIAL DATA:

Enterprise Fund (Water Operations)				
	November	YTD	Total Budget	% of Total Budget
Operational Revenue	\$948,693.79	\$4,680,071.63	\$9,495,007.53	49%
Operational Expenses	\$718,323.19	\$3,770,083.92	\$9,559,717.66	39%
<b>Net Income (Loss)</b>	<b>\$230,370.60</b>	<b>\$909,987.71</b>	<b>-\$64,710.13</b>	<b>-1406%</b>
Non-Operational Revenue	\$213,094.87	\$1,270,921.19	\$2,362,005.60	54%
Non-Operational Expenses	\$5,499.34	\$16,061.61	\$1,306,552.00	1%
<b>Net Income (Loss)</b>	<b>\$207,595.53</b>	<b>\$1,254,859.58</b>	<b>\$1,055,453.60</b>	<b>119%</b>
Total Revenue	\$1,161,788.66	\$5,950,992.82	\$11,857,013.13	50%
Total Expense	\$723,822.53	\$3,786,145.53	\$10,866,269.66	35%
<b>Total Net Income (Loss)</b>	<b>\$437,966.13</b>	<b>\$2,164,847.29</b>	<b>\$990,743.47</b>	<b>219%</b>

Capital Outlay/Principal Pmts/C6 \$961,542.78 \$2,653,428.76

Government Funds (Parks, Street Lighting, Solid Waste & Recycling)				
	November	YTD	Total Budget	% of Total Budget
Operational Revenue	\$61,688.37	\$243,583.86	\$613,384.00	40%
Operational Expenses	\$101,268.07	\$386,338.64	\$1,202,185.78	32%
<b>Net Income (Loss)</b>	<b>-\$39,579.70</b>	<b>-\$142,754.78</b>	<b>-\$588,801.78</b>	<b>24%</b>
Non-Operational Revenue	\$293,513.69	\$487,932.71	\$2,293,588.83	21%
Non-Operational Expenses	\$5,524.99	-\$18,195.28	\$59,380.94	-31%
<b>Net Income (Loss)</b>	<b>\$287,988.70</b>	<b>\$506,127.99</b>	<b>\$2,234,207.89</b>	<b>23%</b>
Total Revenue	\$355,202.06	\$731,516.57	\$2,906,972.83	25%
Total Expense	\$106,793.06	\$368,143.36	\$1,261,566.72	29%
<b>Total Net Income (Loss)</b>	<b>\$248,409.00</b>	<b>\$363,373.21</b>	<b>\$1,645,406.11</b>	<b>22%</b>

GOVERNMENT FUNDS:	General	Parks and Rec	Street Lighting	Property Tax	Solid Waste	Total
Revenue YTD	184,785.05	134,248.92	482.13	264,587.43	147,413.04	731,516.57
Expense YTD	-6,801.53	288,272.31	8,435.42	-1,014.85	79,252.01	368,143.36
<b>Total Net Income (Loss)</b>	<b>191,586.58</b>	<b>-154,023.39</b>	<b>-7,953.29</b>	<b>265,602.28</b>	<b>68,161.03</b>	<b>363,373.21</b>

	Enterprise	Government	Total
Cash Available	\$2,158,500.86	\$11,376,432.57	\$13,534,933.43
Cash Reserves	\$18,237,259.75	\$788,916.00	\$19,026,175.75
Total Cash	\$20,395,760.61	\$12,165,348.57	\$32,561,109.18

**ADMINISTRATIVE DATA:** November 2024

<b>Water Consumption (HCF):</b>	August	September	October	November
2024	108,330	106,698	102,938	63,146
2023	122,600	86,337	92,855	65,678
2022	131,091	98,735	93,012	66,172

<b>Meters In Ground:</b>	August	September	October	November
	7339	7340	7348	7355

<b>Meter Permits Issued:</b>	August	September	October	November
	7	5	8	3

<b>Lock-offs:</b>	August	September	October	November
	79	53	109	109

Note: September lock-offs delayed one week due to fires

<b>Customer Service A/R Activities</b>	November Quantity		November \$ Received	
<b>Payments</b>				
Cash	498	8.55%	\$75,632.55	8.10%
Check	829	14.23%	\$229,363.30	24.55%
Credit Card (counter)	198	3.40%	\$37,114.11	3.97%
Mail (checks)	252	4.33%	\$27,436.99	2.94%
E-Check	585	10.04%	\$68,723.11	7.36%
Online (credit card)	3,463	59.45%	\$495,868.69	53.08%
<b>TOTAL</b>	<u>5,825</u>	<u>100.00%</u>	<u>\$934,138.75</u>	<u>100.00%</u>

<b>Payments Received and Processed</b>	November Quantity	Enterprise	Government
Water	5,800	5,800	
Gvmt (Rentals, Classes, Franchise fee, et	25		25
	<u>5,825</u>	<u>5,800</u> 99.6%	<u>25</u> 0.4%

<b>Customer Service Other Activities</b>	November Quantity	Enterprise	Government
Service Orders Processed	220	220	
Assisted Customers at Counter	1,525	1,500 98.4%	25 1.6%
	<u>1,745</u>	<u>1,720</u>	<u>25</u>

**Phelan Pinon Hills Community Services District  
Engineering Manager's Report  
January 8, 2025**

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**Alternative Energy - 1.16 MW Solar Photovoltaic**

A site evaluation to verify performance, tracker functionality, inverter and string levels, and the monitoring system has been completed. The District contracted with SiteLogiq for an assessment and repair of the site, which was finished in early December. The summary report is pending.

Regarding renewable energy credits (RECs), the U.S. Department of Energy's Energy Information Administration (EIA) is involved in the generation reporting. Currently, we are working with SiteLogiq to retrieve the generation data. The 2024 generation report will include data from December 2023 and part of January 2025.

2023 registered 2,516 MWh (2,516 kWh) – December not included  
2022 registered 2,692.88 MWh (2,692,880 kWh)  
2021 registered 2,639 MWh (2,638,614 kWh)  
2020 registered 2,658 MWh (2,657,613 kWh)

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**Future 6A-2 Tank (1.5 MG)**

The 2020 Water Master Plan (WMP) recommends expanding the storage capacity at Reservoir Site 6A from 0.42 MG to 1.5 MG. The Capital Improvement Project (CIP) outlines the construction of a new 1.5 MG tank. CEQA was completed, and the resolution was adopted by the Board in late August. The consultant is working on completing the National Environmental Policy Act (NEPA) compliance for a \$2,000,000 grant under the Consolidated Appropriations Act of 2024, administered by the U.S. Department of Housing and Urban Development (HUD). Grant B-24-CP-CA-0289 requires NEPA compliance. Staff are currently coordinating with Wallace Group to engage with HUD's system and grant officers.

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**Civic Center Project – 9535 Sheep Creek Road (APN 3066-261-10)**

**\* contractor's issuance**

**Phase 1 – Civic Center / Emergency Operations Center (EOC)**

Planning Manager: Linda Mwabi / Mujica Oliver

**Current Permits / Approvals**

- |                      |                                             |
|----------------------|---------------------------------------------|
| 1. (CWMP-2022-00646) | Construction Waste Management Plan (Part 1) |
| 2. (EHS-SR0114465)   | Percolation Report                          |
| 3. (ELEC-2022-02528) | Light Standards                             |
| 4. (FCIC-2022-00437) | Fire Sprinklers                             |
| 5. (GRAD-2021-00235) | Grading Plans                               |
| 6. (GTR-2022-00127)  | Geotechnical Investigation Report           |

7. (NEWNR 2021-00230)	Construction Documents
8. (SIP 2021-00031)	Street Improvement Plans
9. (PLP 2021-00018)	Landscape Plan
10. (WDID No. 6B36C401591)	Storm Water Pollution Prevention Plan (SWPPP) NOI 8/11/2023
11. *(ACCRNR-2023-00144)	Trash Enclosure Plan
12. (AR0034)	Sahara Road Abandonment – Doc: 2024-0103922
13. (DRNSTY-2024-00003)	Drainage Study
14. (WQMP 2021-00153)	Water Quality Management Plan (WQMP)
15. (DRNSTY 2021-00054)	Red Brick - Final On-Site Hydrology Study – FEMA
16. (FUDG 2023-00068)	TRLS - County Fire Approved 11/8/2024
17. Vector Control Clearance	Environmental Health Services
18. Edison	utility relocation and meter/service change – rescinded
19. Wall Plan	TRLS Engineering – FEMA
20. Audio / Video Plan	Plannet Inc.
21. Generator Emissions	(MDAQMD) Authority to Construct – req’d renewal
22. Tortoise Survey	RCA – NEPA
23. NEPA	Lilburn Corp. – FEMA
24. Interior Design	Steen Design
25. Commissioning Plan	
26. Structural Analysis Calculations	
27. Acoustical Study	exempt

#### **Pending Approval / Completion**

28. Dry Utilities	Green West – applications for service and planning
29. Signage Plan – Inland Signs	post construction services
30. *Encroachment Permit	submitted – construction permit
31. FEMA Elevation Certificate	TRLS Engineering
32. Landscape Plans	Wallace Group – Pending

Notice of Determination (NOD) for the Civic Center has been received. Staff have reviewed the bid documents for the project and expect to have a complete document by early January 2025. The revised building and landscape plans have been successfully submitted to the County for approval. A meeting with CalOES is pending to determine FEMA grant funding conditions for contracting Construction/Project Management services for the Civic Center Project.

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#### **Phelan Park Enhancement Project** **(Pickleball Court, Community Garden and Fitness Equipment, ADA Pathways, Parking Improvements)**

The site grading plans have been resubmitted to address the greenhouse and shed finish in the FEMA flood zone. Partial funding for the project is provided through the American Rescue Plan Act (ARPA), specifically the Coronavirus Local Fiscal Recovery Fund (CLFRF), administered by the County of San Bernardino. The grant amount is \$457,195, with the District contributing approximately \$500,000 in matching funds. The design will also include modifications to the Phelan Park entrance.

Additionally, the project was granted a 90-day extension to March 31<sup>st</sup> for ARPA funding with a contract award or issuance of a purchase order (PO). Pending County approval of the site grading plans the project is expected to be publicly bid by the end of January 2025.

~~**Future Phelan Park Expansion (APN 3066-251-18)**~~

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**Phase 2** – event plaza, splash pad, multi-use field (soccer), restrooms, concession, playground, native serenity garden

**Phase 3** – equestrian, multi-use (baseball), skate park, pump track

**Approved**

- |                                                                                            |                                                  |
|--------------------------------------------------------------------------------------------|--------------------------------------------------|
| 1. (PROJ 2022-000184)                                                                      | Formal Application: Public Notice March 22, 2025 |
| 2. (TRSTY 2021-00016)                                                                      | Traffic Study                                    |
| 3. (SR 0112960)                                                                            | Percolation Study                                |
| 4. (GTR 2022-00128)                                                                        | Geotechnical Report                              |
| 5. Biological Assessment                                                                   | complete                                         |
| 6. Cultural and Paleo Report                                                               | complete                                         |
| 7. Infiltration Report                                                                     | complete                                         |
| 8. Hydrology Study                                                                         | complete                                         |
| 9. Noise Study                                                                             | complete                                         |
| 10. (SCH#202308071)                                                                        | CEQA IS/MND                                      |
| 11.                                                                                        |                                                  |
| 12. Preliminary Grading and Street Improvements (Warbler Road) – Pending County conditions |                                                  |
| 13. Zone change – From PH/CG (General Commercial) to PH/RC (Rural Commercial) thru CEQA    |                                                  |
| 14. (SCH#202308071) CEQA IS/MND – Board of Supervisor approval (February 2025 meeting)     |                                                  |

**Pending**

15. (SBC-DRNSTY 2022-00056) WQMP / Drainage – Red Brick
16. County Fire Department Review
17. Western Joshua Tree Conservation Act (WJTCA) study

Phase 1 grading is intended to protect existing Joshua Trees (JTs) during construction of the Civic Center Project. The District has withdrawn its Incidental Take Permit (ITP) application under the California Endangered Species Act (CESA). In response, RCA has updated the Joshua Tree study for the Western Joshua Tree Conservation Area (WJTCA) ITP. The revised guidelines under the new ITP now require individual JT sprouts to be counted as full Joshua Trees. The WJTCA plan currently identifies 1,971 JTs. To protect as many JTs as possible, the design for the Phelan Park Expansion has been revised.

District staff recently met with the Senior Environmental Scientist from the California Department of Fish and Wildlife, who is assigned to the project. To finalize the review, a Notice of Determination (NOD) is required. The NOD for the project will be presented for adoption at the Planning Commission meeting on November 21, 2024, then to the Board of Supervisors for final approval.

**Water Mainline Extension Projects**  
**(\* status change, \*\* in construction)**

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***-Pinon Road - to serve APN 3067-111-21***

Proposed 353 Linear Feet of 8-inch PVC water pipeline, located on Pinon Road west from Ponderosa Road. Owner: **Joel Jacoby**. Engineer: **TRLS Engineering Inc.** Second plan check completed. Status: pre-construction meeting pending.

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***-Joshua Street - to serve APN 3038-131-08***

Proposed 665 Linear Feet of 8-inch PVC water pipeline, located on Joshua Street east of Caughlin Road. Owner: **Donovan Homes**. Engineer: **TRLS Engineering Inc.** Second plan check completed on April 27, 2021. Status: County Fire Department approval.

---

***-Schlitz Road - to serve APN 3101-571-02***

Proposed 320 Linear Feet of 8-inch PVC water pipeline, located on Schlitz Road from Palmdale Road south 320 feet. Owner: **So. Cal Services**. Engineer: **TRLS Engineering Inc.** Second plan check complete. Status: County Fire Department approval.

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***-Salerno Road - to serve APN 3101-431-08***

Proposed 950 Linear Feet of 8-inch PVC water pipeline, located on Salerno Road from Bambi Court west to 350 west of Johnson Road. Owner: **Bessie Perez / Yolanda Valdillez**. Engineer: **Merrell Johnson Companies**. Status: 1<sup>st</sup> plan check

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***-Sunset Road - to serve APN 3070-121-15***

Proposed 386 Linear Feet of 8-inch PVC water pipeline, Sunset Road east of Tumbleweed Road. Owner: **Luis Zuniga**. Engineer: **J.E. Miller & Associates**. Status: Construction completed

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***-La Mirada Road - to serve APN 3098-471-12 & -18***

Proposed 375 Linear Feet of 8-inch PVC water pipeline, located on LA Miranda Road beginning north from Cayucos Drive. Engineer: **ServiTop Engineering**. Pre-construction meeting held 10/24/2023. Installation completed by FMPipeline. Status: Pending final documents

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***-Acanthus Street – to serve APN 3098-471-12 (2<sup>nd</sup> meter)***

Proposed 1,290 Linear Feet of 8-inch PVC water pipeline from Cayucos Drive north on Acanthus Street. Engineer: **ServiTop Engineering**. Status: 2<sup>nd</sup> check plan.



***-Bonanza Road - to serve APN 3065-371-24***

Proposed 650 Linear Feet of 8-inch PVC water pipeline, Bonanza Road east of Trinidad Road. Owner: Able Robles. Engineer: **J.E. Miller & Associates**. Status: 2<sup>nd</sup> plan check

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***- Baldy Mesa Road - to serve APN 3065-481-11***

Proposed 1167 Linear Feet of 8-inch PVC water pipeline, on Baldy Mesa Road north from Phelan Road. Owner: Mark and Cathy Kuir (Mini Storage) Engineer: **Bonadiman & Associates** Design plans were revised with a connection at Arrowhead Road and Lindero Road, east on Lindero Road then north on Baldy Mesa Road to avoid heavy traffic intersection of Phelan Road and Baldy Road. Status: 2<sup>nd</sup> plan check

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***- Sunset Road - to serve APN 3070-081-01***

Proposed 353 Linear Feet of 8-inch PVC water pipeline, Nevada Road west. Owner: Maria Reyes. Engineer: **Land Creative Solutions**. Status: 1<sup>st</sup> plan check

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***- Manada Road - to serve APN 3038-031-29***

Proposed 1,086 Linear Feet of 8-inch PVC water pipeline, Manada Road. Snowline Drive south to parcel. Owner: Miguel Rubalcava. Engineer: **TRLS Engineering, Inc.** Status: 1<sup>st</sup> plan check complete

**San Bernardino County Public Works Department**  
**Utility Committee Meeting: November 26, 2024**

**Local Projects:**

**Phelan Road Widening Project**  
**(Highway 138 to Los Banos Road)**

**Phase 2**

Project: mill/overlay, leveling course, isolated areas of full depth reconstruction and the installation of a traffic signal at the intersection of Clovis Road and Phelan Road. The scope of work includes sidewalk curb ramps at Colvis Road, Malpaso Road, Sierra Vista Road, Johnson Road, Wilson Ranch Road, and Baldy Mesa Road with pedestrian crossing ramps at Phelan Elementary. To be constructed in 2 phases.

Street intersections at Sonora Road, Tumbleweed Road, Sunny Vista Road, and Arrowhead Road intersections were widened as part of Phase 1 in 2022. Those improvements will remain undisturbed.

The District received project notification on October 27, 2023 for comments and possible conflicts. The District will be responsible to adjust valve cans to finish grade. Water meters and service lines, within the project limits, have been relocated to prevent disturbance during construction.

Status: 95% design (W.O.# TX1823)  
Construction start date: **January 2025**  
Contact: Adrianna Wilmenta  
Project Manager: Thomas Bustamonte

---

**Phase 3**

Project: Widening Phelan Road from 2 to 5 lanes from State Highway 138 to Los Banos Road. Drainage improvements and intersection realignment at State Highway 138 and Phelan Road. The project is currently in the environmental clearance. Preliminary design is not yet available.

Status: 15% design (W.O.#: H15057)  
Construction start date: **August 2028**  
Project Engineer: Vladimir Reyes

**From:** Henri Castro <[HCastro@sdrma.org](mailto:HCastro@sdrma.org)>  
**Sent:** Friday, December 20, 2024 9:42 AM  
**To:** Sean Wright <[swright@pphcsd.org](mailto:swright@pphcsd.org)>  
**Subject:** Phelan Piñon Hills CSD - SDRMA Risk Control Evaluation Report

Hi Sean,

It was a pleasure working with you and I would like to express my appreciation to you, Lori, Chris, Heather, and Jennifer, for the detailed feedback everyone provided and all the spent with me. I would also like to commend the District for your extensive safety program efforts. It is clear the District is committed to workplace safety and proactive risk management practices. I've attached the report for your review. Once you've reviewed, please feel free to reach out with any questions or feedback on any areas where you see discrepancies or inaccuracies. I'll be on vacation until December 26 and will circle back with you on any questions.

I've also attached the following templates:

- Wildfire Smoke Policy
- PPE Policy Template with assessment forms
- Indoor/Outdoor Heat Illness Prevention Program – The Cal/OSHA combined program template is available at Cal/OSHA publications. We are in the process of developing a combined program that will be more customized to our Districts. It should be ready by late January if you'd like to wait.

In addition to the report, I wanted to provide feedback on the following topics that arose during the evaluation:

- **Powered Industrial Equipment** – I confirmed the District's skid steer loader, when forklift forks are installed, is not considered a powered industrial truck. It falls under the earth-moving equipment category. Reference: [OSHA Reg Interpretation](#)
- **Hazard Communication exemptions** – We discussed whether the District may be exempt from [CCR 5194, Hazard Communication](#) requirements. Based on my interpretation, I believe the District is required to comply with the regulation under subsection (b)(2), which states "*This section applies to any hazardous chemical which is known to be present in the work place in such a manner that employees may be exposed under normal conditions of use or in a reasonably foreseeable emergency resulting from work place operations.*" Regarding Proposition 65 Warning requirements outlined in subsection (b)(6)(A), I believe the District's public water system operations may be exempt from the Proposition 65 warning requirements, however, the other District operations would need to comply.

- **Fire extinguishers in District vehicles** – We discussed whether fire extinguishers must be mounted in District vehicles and what the labeling requirements are. Based on my research both are required; however, there are several regulations that may apply depending on the type of vehicle. There are two regulations I believe apply [Title 13 1162.1 – Vehicle Safety Equipment](#) and [Title 13, 1242 Fire Extinguishers](#). *In California, a fire extinguisher mounted in a work truck must be labeled with a rating approved by the State Fire Marshal, indicating its fire extinguishing capabilities, and should be securely mounted in a visible location, with a maintenance tag clearly displaying the date of inspection and the initials of the person who performed it; the extinguisher itself must also be readily accessible for use. Cal. Code Regs. Tit. 13, § 1162.1 - Vehicle Safety Equipment. According to California regulations, every non-commercial employer vehicle must have at least one fully charged fire extinguisher with a rating of at least 4B:C, securely mounted in a visible location, and maintained in good working condition with a means to check if it is fully charged; this requirement is outlined in California Code of Regulations Title 13, Section 1242.*
- **First Aid kit requirements** – We discussed the District’s first aid kit at the maintenance shop and you requested feedback on what would be appropriate for the number of employees who work at the facility. Currently the only Cal/OSHA regulation that addresses first aid kit contents is [CCR 1512](#), Emergency Medical Services under the Construction Safety Orders. However, a new regulation for the general industry is under development and I believe this regulation will adopt ANZI standard Z308.1. This article provides a list of the supplies [First Aid Kit Contents - New Regulation Coming](#)
- **Playground safety inspection resources** – Here is the [Public Playground Safety Handbook](#) we discussed, developed by the U.S. Consumer Product Safety Commission. It includes several inspections forms.

Thanks very much and I hope you and your family have a wonderful holiday season.  
Take care, Henri

**Enriqueta (Henri) Castro, CSP**  
**Risk Control Manager**



1112 I Street, Suite 300, Sacramento, CA [95814](#)

Direct: [916.231.4135](#) or 800.537.7790 | Fax: [916.231.4111](#)

Email: [hcastro@sdrma.org](mailto:hcastro@sdrma.org) | [www.sdrma.org](http://www.sdrma.org)

*A proud California Special Districts Alliance partner - California Special District Association | Special District Risk Management Authority | CSDA Finance Corporation*



#### **UPCOMING EVENTS**

- 12/24-25/24 | Office Closure: SDRMA Offices will be closed for the Christmas Holiday**
- 12/31/24-1/1/25 | Office Closure: SDRMA Offices will be closed for the New Year's Holiday**
- 1/14/25 | CSDA Webinar: Prevailing Wage Update 2025 | [Register Here](#)**

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## Phelan Piñon Hills Community Services District Risk Control Evaluation & Inspection Report

December 3, 2024

Conducted by

Enriqueta Castro, SDRMA Risk Control Manager

### Overview

On December 3, 2024 SDRMA conducted a Risk Control Evaluation for the Phelon Piñon Hills Community Services District. During the visit was also conducted a safety inspection of the maintenance shop and equipment storage facility.

The purpose of the evaluation is three-fold. It is designed to review relevant workplace safety and risk exposures and requirements, evaluate how the District is managing those exposures, and provide guidance and recommendations when warranted.

We would like to express our appreciation to Sean Wright, Water Operations Manager, Lori Lowrance, Assistant General Manager/CFO, Chris Cummings, Assistant Water Operations Manager, Heather Childers, Customer Service Supervisor, and Jennifer Oaks, District Analyst, for their participation and extensive feedback during this process. I would also like to commend the District for your extensive safety program efforts. It is clear the District is committed to workplace safety and proactive risk management practices.

### Program Participation

The District participates in SDRMA's Workers' Compensation and Property/Liability programs. During the evaluation we discussed the District's operations and potential exposures. We referenced [SDRMA's Risk Management Guidebook](#) to assist with identifying applicable Cal/OSHA regulations and risk management best practices. Based on the District's feedback, it was determined the following categories are applicable and were reviewed during the evaluation:

#### Workers' Compensation - Cal/OSHA Regulatory Compliance

- Aerial Devices
- Bloodborne Pathogens
- Confined Space
- COVID-19 Prevention
- Emergency Action Plan
- Equipment & Tool Safety
- Ergonomics
- Fire Prevention
- Hazard Communication
- Hearing Conservation
- Heat Illness Prevention Indoor & Outdoor
- Industrial Trucks & Heavy Equipment
- Injury & Illness Prevention
- Ladder Safety
- Lockout/Tagout
- Personal Protective Equipment
- Wildfire Smoke Employee Protection
- Workplace Violence Prevention

**Property/Liability**

- ADA Compliance
- Contractual Risk Transfer
- Cyber Security Basics
- Driver Safety & Vehicle Use
- Employment Practices Liability
- Wildfire Risk Management

**Observations & Recommendations**

While reviewing the categories, we discussed specific regulatory requirements for written programs, employee and supervisor training, and other relevant procedures. In most cases the District confirmed required procedures were in place. The following observations were noted for each category and recommendations are provided, when warranted, to assist the District with additional compliance measures.

**Workers’ Compensation/CalOSHA Requirements**

Category	Observations/Recommendations
<b>Aerial Devices</b>	<p>When needed the District will rent aerial devices. Fall protection is provided. Only experienced operators are authorized to operate the device.</p> <p style="background-color: #f1c40f; padding: 5px;"><b>Recommendation:</b> Ensure the manufacturer’s operator’s manual is available when renting equipment (electronic version is acceptable if readily available).</p>
<b>Bloodborne Pathogens</b>	A written program that includes Cal/OSHA requirements is in place and exposed employees are offered the Hepatitis B vaccination. The only employees who have an “occupational exposure” are those conducting park cleanup operations.
<b>Confined Space</b>	The District has identified the confined spaces within their operation and are well versed in the regulatory requirements. The written program was updated in November 2024. Extensive training is conducted, including the 8-hour refresher training. Monitoring and self-rescue devices are in place.
<b>COVID-19 Prevention</b>	The District has a written plan in place. The COVID-19 Cal/OSHA requirements are set to expire on February 3, 2025.
<b>Equipment &amp; Tool Safety</b>	The District has safe operating procedures in place for their equipment and tools. Training is conducted annually, which includes applicable PPE training when applicable.
<b>Ergonomics</b>	While a written program is not currently required, the District encourages employees to provide feedback on their workstation and tools that may help reduce ergonomic related injuries. Back safety training is conducted annually.
<b>Fall Protection</b>	Fall protection is provided when conducting tank inspections. Employees are trained on safe inspection procedures and fall protection PPE.
<b>Fire Prevention Plan</b>	The District has designated staff responsible for ensuring the fire prevention equipment is maintained.

Category	Observations/Recommendations
<b>Hazard Communication</b>	The written program was updated in April 2024. Safety Data Sheets are maintained and easily accessible. Employee training is conducted annually.
<b>Hearing Conservation</b>	The District provides hearing protection for employees who use power tools and training is conducted regularly. Tools are used intermittently and not long term. It does not appear their operation reaches the threshold required to have a hearing conservation program in place.
<b>Heat Illness Prevention Outdoor/Indoor</b>	<p>The District has outdoor procedures in place to ensure all employees have access to water and shade; and training is conducted annually. However, a written program has not been developed. The District’s indoor maintenance facility may reach 82° F or more but employees are not typically in the actual facility for more than 15 minutes at any given hour. This may exempt the District under the “incidental heat exposure” exception; however, the District would like to develop a written program for both indoor and outdoor for added protection.</p> <p><b>Recommendation:</b> Develop a written Indoor/Outdoor Heat Illness Prevention program that includes the Cal/OSHA requirements under CCR <a href="#">3396</a> and <a href="#">3395</a>. Please note the SDRMA combined Indoor/Outdoor program is under development. A combined program template is available at <a href="#">Cal/OSHA publications</a>. SDRMA is available to assist with customizing the program.</p>
<b>Industrial Trucks &amp; Heavy Equipment</b>	Regular maintenance is conducted on all heavy equipment. Safe operating procedures are in place and regular training is conducted for operators. The District does not operate forklifts.
<b>Injury &amp; Illness Prevention Program</b>	<p>The District’s written IIPP includes the eight required elements as outlined in the Guidebook. It was last updated in May 2024. Employees are encouraged to report unsafe conditions and employee training is conducted based on exposure. Inspections are conducted periodically; however, a system is needed to ensure all facilities have documented inspections.</p> <p><b>Recommendation:</b> Update the IIPP’s training matrix and inspection frequency table and ensure all inspections are documented. We recommend twice per year for office environments, quarterly for maintenance shops and community/senior centers. SDRMA is available to assist with customizing the training matrix and updating the IIPP.</p>
<b>Ladder Safety</b>	Safe operating procedures are in place and employees are trained on the proper use and care of portable ladders.
<b>Lockout/Tagout</b>	A written program is in place and thorough procedures have been developed. Extensive training is conducted and appropriate PPE is provided.



Category	Observations/Recommendations
<b>PPE Hazard Assessment</b>	<p>Cal/OSHA requires employers to conduct a written assessment to determine which hazards and exposures may require the use of Personal Protective Equipment (PPE) for the eyes, face, head, hands, feet, and limbs. The District has identified their exposures and provided the required PPE; however, the written assessment has not been completed to date.</p> <p><b>Recommendation:</b> Conduct the written assessment as required. SDRMA is available to assist with the assessment and sample assessment forms.</p>
<b>Wildfire Smoke Employee Protection</b>	The District adheres to the Cal/OSHA requirements. During wildfire smoke conditions the District monitors the air quality and regularly evaluates conditions to determine if employees should work indoors. We discussed the requirement to have N-95 respirators available on a voluntary basis and the District confirmed they will order a supply asap. While a policy is not required, the District requested a sample. SDRMA will provide a sample policy.
<b>Workplace Violence Prevention</b>	A written program is in place and includes the required incident log and hazard assessment form. Employees have received the required training and a recordkeeping process has been established.

### Property/Liability

Category	Observations/Recommendations
<b>ADA Compliance</b>	The District has evaluated their publicly available facilities, programs, and hiring practice to ensure applicable ADA requirements have been met.
<b>Contractual Risk Transfer</b>	There is a District-wide policy in place and it has been reviewed by the District's legal counsel.
<b>Cybersecurity Basics</b>	IT and cybersecurity services are contracted through a third party vendor. District employees have been training on potential cybersecurity risks and procedures.
<b>Driver Safety &amp; Vehicle Use</b>	The District's policy and protocols are included in the employee manual.
<b>Employment Practices Liability</b>	The District's policy includes the recommendations outlined in the SDRMA Risk Management Guidebook. It has been updated within the last two years.
<b>Wildfire Risk Management</b>	Cal FIRE has assisted the District with defensible space best practices. The District has emergency response procedures in place.

## Maintenance/Equipment Storage Facility Inspection

A general safety walk-thru was conducted for the office, maintenance area, and equipment storage. We also walked the playground and park area.

### **Recommendations:**

- Move and secure the small unused fire extinguishers, currently stored on top of the flammable cabinet, to prevent them from falling over.
- Keep the storage trailers, located near the playground, locked to prevent playground visitors from entering and potentially exposing them to an unsafe environment.

## **SDRMA ASSISTANCE**

The [SDRMA Risk Management Guidebook](#) has been provided to assist the District with guidance on workplace safety and risk management best practices. It is also available in [MemberPlus](#) on the Risk Control page. Your SDRMA Risk Control team is also available to assist with developing a recommendation action plan. We can also assist with Cal/OSHA compliance, written program development, hazard inspections, ergonomic evaluations, and training resources, at no cost to the District.

Please contact Enriqueta (Henri) Castro, SDRMA Risk Control Manager, with any questions or requests for assistance.

Office: 916.231.4135

Cell: 916.508.3927

[hcastro@sdrma.org](mailto:hcastro@sdrma.org)

*Please note the SDRMA Risk Control Evaluation is not intended to cover all workplace safety and property/liability exposures. The information contained in this report is based on information gathered and observed at the time of the evaluation. The information does not guarantee that operations, whether noted or not, are in compliance with federal, state, or local laws or regulations.*



# RISK MANAGEMENT GUIDEBOOK

Workers' Compensation and Property/Liability Programs



Special District Risk Management Authority

Revised November 2014<sup>7</sup>

# About This Guide

The SDRMA Risk Management Guidebook serves as a tool to assist Members with their workplace safety and risk management program efforts. The guidebook consists of two sections: Workplace Safety/CalOSHA Requirements and Risk Management Best Practices.

- **Workplace Safety & Cal/OSHA Requirements** – Each topic includes an overview of the regulation requirements, guidance on how to determine if the regulation applies to your District, and available resources. The topics selected are based on common regulations that may apply to SDRMA members. To access a complete list of all regulations, refer to the [Cal/OSHA Title 8 Index](#).
- **Property/Liability Risk Reduction Best Practices** – Each topic contains regulatory references where applicable, best practices, and guidance. For coverage questions please contact SDRMA Member Services at [memberplus@sdrma.org](mailto:memberplus@sdrma.org).

This Guidebook will be updated periodically as new regulations and pertinent topics emerge.

Your SDRMA Risk Control team is available to assist with many of the requirements and best practices outlined in the Guidebook. In addition, we provide a variety of services, such as risk control evaluations, Cal/OSHA compliance questions, written program development, hazard inspections, ergonomic evaluations, training resources, and risk management guidance.

In addition, valuable resources are available to assist District's with the best practices outlined in this guide. Resources include model programs, risk & safety advisories, training resources, and more at [MemberPlus](#) on the Risk Control page.

For questions or assistance please email or give us a call at 800.537.7790.

- Enriqueta (Henri) Castro, Risk Control Manager, [hcastro@sdrma.org](mailto:hcastro@sdrma.org)
- Eric Lucero, Senior Risk Control Specialist, [elucero@sdrma.org](mailto:elucero@sdrma.org).

*Please note: This guidebook provides a general overview of the listed topics and best practices. It does not address all possible exposures, hazards, or requirements. Users are encouraged to review the actual regulations and consult with legal counsel when warranted. This information does not ensure compliance with federal, state, county, or local regulations.*

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## WORKPLACE SAFETY & CAL/OSHA REQUIREMENTS

### Aerosol Transmissible Diseases (ATD)

#### Does this regulation apply to your District?

The ATD Regulation [CRR 5199](#) applies to operations where employee(s) have an “occupational exposure” to aerosol transmissible diseases. Occupational exposure is defined as exposure from work activity/conditions that is anticipated to create an elevated risk of contracting any disease caused by aerosol transmissible pathogens if protective measures are not in place. (Examples include healthcare, first responders, emergency medical, and law enforcement operations).

Note: While COVID-19 is considered an ATD, there is a separate regulation that applies. Refer to the COVID-19 Prevention Program category.

#### What to do:

- Review Section (a) Scope & Application, to determine if the District’s operations are included in the requirements.
- If required, develop and implement a written program consistent with Cal/OSHA requirements.
- Offer applicable vaccinations & TB testing. If employees decline, they are required to sign a declination form.
- Conduct employee training before initial exposure and annually.

#### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Program Template
  - [Vector Solutions Courses](#)
- ✓ [Cal/OSHA Guide to ATDs](#)

## Aerial Devices

### Does this regulation apply to your District?

The Aerial Devices Regulation [CCR 3646](#) applies when employees are required to use elevating platforms or aerial lifts, such as boom lifts and scissor lifts. This applies to equipment owned by the District and when renting equipment from a vendor.

### What to do:

- Review the manufacturer's instructions and ensure the manual is always available.
- Develop safe operating procedures as required in Section (3) of the regulation.
- Inspect devices for damaged or defective parts before use.
- Identify and provide the required fall protection and other Personal Protective Equipment (PPE) based on the manufacturer's instructions.
- Conduct employee training on the device based on the manufacturer's instructions.
- Conduct PPE training as outlined in the PPE Management section as well as other applicable regulations depending on the type of PPE utilized.

### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - [Vector Solutions Courses](#)
- ✓ [OSHA Aerial Lift Safe Operating Procedures](#)

## Bloodborne Pathogens Exposure Control Plan (BBP ECP)

### Does this regulation apply to your District?

The BBP Regulation [CCR 5193](#) applies when employee(s) have an “occupational exposure” to blood or other potentially infectious materials. Occupational Exposure means reasonably anticipated skin, eye, mucous membrane, or parenteral contact with blood or other potentially infectious materials that may result from the performance of an employee's duties.

### What to do:

- Conduct a hazard assessment to determine if an “occupational exposure” is present.
- If required, develop and implement a written exposure control plan consistent with Cal/OSHA requirements.
- Identify engineering controls to reduce or eliminate exposures to BBPs (i.e.: safe work practices, PPE).
- Offer the hepatitis B vaccination series to all potentially exposed employees at hire or when first assigned to positions with occupational exposure. If employees decline, they are required to sign a declination form.
- Conduct training on the BBP ECP at hire, annually, and when hazards/exposures change.

### Resources:

- ✓ SDRMA [MemberPlus](#)  
Risk Control Page:
  - Program Template
  - Training Publication
  - [Vector Solutions Courses](#)
- ✓ [Cal/OSHA BBP ECP Guide](#)



## Confined Space

### Does this regulation apply to your District?

The Confined Space Regulation [CCR 5157](#) applies when employee(s) need to be protected from the hazards of entry into confined spaces (spaces that are large enough where an employee can enter and work; and it has limited or restricted means for entry or exit (i.e.: tanks, vessels, silos, storage bins, hoppers, vaults, and pits); and it is not designed for continuous employee occupancy.

### What to do:

- Conduct a hazard assessment to determine if District operations include permit required confined spaces. The Cal/OSHA guide provides extensive guidance.
- If required develop and implement a Permit-Required Confined Space Program consistent with Cal/OSHA requirements. Develop procedures for entering permit-required confined spaces, similar to Appendix [D1](#) or [D2](#).
- Ensure permit required confined spaces are labeled and access is restricted to authorized personnel.
- Provide appropriate equipment, such as respirators, rescue equipment, and other personal protective equipment.
- If applicable, ensure lockout/tagout procedures are in place to isolate the confined space from service prior to entry.
- Conduct training for attendants, entrants, and rescuers where applicable. Training frequency varies based on employee operations/exposures.

### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Program Template
  - [Vector Solutions Courses](#)
- ✓ [Cal/OSHA CS Guide](#)

## COVID-19 Prevention Plan

### Does this regulation apply to your District?

All CA employers are currently required to comply with the COVID-19 Prevention Regulation [CCR 3205](#) with some exceptions. Requirements typically defer to the California Department of Public Health guidelines. The Regulation is effective until 2/3/2025. Cal/OSHA provides additional guidance on their COVID-19 FAQ site.

#### What to do:

- Develop and implement a written COVID-19 Prevention Program (CPP) based on the most current requirements.
- Develop a system to keep abreast of changes from the California Department of Public Health (CDPH), Cal/OSHA, and the applicable County.
- Conduct training on the written CPP and the signs and symptoms of COVID-19. Training should be conducted for new employees with refresher training for all employees.

#### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Program Template
  - Training Publication
  - [Vector Solutions Courses](#)
- ✓ [Cal/OSHA COVID-19 FAQs](#)

## Emergency Action Plan

### Does this regulation apply to your District?

All CA employers are required to comply with the Emergency Action Plan (EAP) Regulation [CCR 3220](#). A written plan is required except for employers with 10 or fewer employees. In this case the plan may be communicated orally to employees and the employer is not required to maintain a written plan.

#### What to do:

- Develop and implement a written Emergency Action Plan (EAP) consistent with Cal/OSHA requirements, which includes evacuation and shelter-in-place procedures. The EAP should address potential emergency situations that could affect District employees, such as: fire, earthquakes, flooding, etc.
- Maintain emergency supplies in the event shelter-in-place is required.
- Conduct training on the written EAP for new employees, when a change occurs, and periodically thereafter.
- Conduct periodic drills.

#### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Program Template
  - Training Publication
  - [Vector Solutions Courses](#)
- ✓ [Ready.gov-Emergency Supplies](#)

## Equipment and Tool Safety

### Does this regulation apply to your District?

There are several Regulations that apply based on the type of equipment & tools used within specific operations. Refer to the [Cal/OSHA Title 8 Index](#) to search for specific regulations.

#### What to do:

- Review relevant regulation(s) and identify and implement the requirements.
- Where applicable, obtain the manufacturer's instructions for additional requirements and guidance.
- Develop safe operating procedures and provide the required personal protective equipment (PPE) as needed.
- Conduct training as required through the regulation, manufacturer's requirements, and PPE requirements.

#### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - [Vector Solutions Courses](#)
- ✓ [Cal/OSHA Guide for Hand Tools](#)
- ✓ [Cal/OSHA Power Tool Safety](#)

## Ergonomics

### Does this regulation apply to your District?

The Ergonomics Repetitive Motion Injuries Regulation [CCR 5110](#) applies when a work-related repetitive motion injury (RMI) has occurred to more than one employee performing a job, process, or operation of identical work activity within the last 12 revolving months.

However, even if the above conditions do not apply, ergonomic injury management is still an important component of your safety program. We recommend a system where District encourages employee feedback for suggestions and reporting early ergonomic symptoms.

#### What to do:

- Regularly analyze ergonomic related injuries, if required, develop a written Ergonomics program consistent with Cal/OSHA requirements.
- Evaluate work activity to identify ergonomic related causes and develop measures to assist with reducing identified exposures. Seek feasible solutions (i.e.: engineering controls, workstation redesign, adjustable fixtures, tool redesign, job rotation, work pacing or work breaks, etc.).
- Ensure a system is in place to encourage employees to report ergonomic signs and symptoms.
- Conduct training on office and/or industrial ergonomics, ergonomic signs and symptoms, back safety, the benefits of early reporting, and how to report.

#### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Program Template
  - Training Publication
  - [Vector Solutions Courses](#)
- ✓ [Cal/OSHA Easy Ergonomics](#)
- ✓ [Cal/OSHA Guide](#)

## Fall Protection

### Does this regulation apply to your District?

There are several fall protection regulations within the General Industry Safety Orders and the Construction Safety Orders. Refer to the [Cal/OSHA Title 8 Index](#) Fall Protection section to search for specific regulations.

#### What to do:

- Conduct an assessment to identify if the District has operations that pose a potential fall exposure to employees.
- If yes, review relevant regulation(s) and identify and implement the requirements.
- If required develop written programs, safe operating procedures, and other required procedures.
- Conduct training as required through the applicable regulation(s).

#### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
- [Vector Solutions Courses](#)
- ✓ [Cal/OSHA Construction Industry Guide](#)

## Fire Prevention Plan

### Does this regulation apply to your District?

All CA employers are required to comply with the Fire Prevention Plan Regulation [CCR 3221](#). A written plan is required except for employers with 10 or fewer employees. In this case the plan may be communicated orally to employees and the employer is not required to maintain a written plan.

#### What to do:

- Develop a written Fire Prevention Plan consistent with Cal/OSHA requirements.
- Designate a person responsible for the maintenance of fire prevention equipment and systems.
- Ensure a system is in place to control the accumulation of flammable or combustible waste materials.
- Conduct training on the fire prevention program at the time of hire, if changes occur, and periodically thereafter.

#### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
- Program Template

## Hazard Communication

### Does this regulation apply to your District?

The Hazard Communication Regulation [CCR 5194](#) applies when operations include the use of hazardous substances. If applicable, employers are required to provide information to their employees about the hazardous substances to which they are exposed.

### What to do:

- Conduct an assessment to determine if the District utilizes hazardous substances in the workplace.
- If required, develop and implement a written hazard communication program consistent with the Cal/OSHA requirements.
- Maintain a current inventory of the District's hazardous substances.
- Ensure a system is in place to maintain current Safety Data Sheets (SDS) for all hazardous substances located at District facilities.
- Ensure all secondary containers are labeled when hazardous substances are transferred out of the original packaging.
- Conduct training before initial exposure, whenever a new substance is introduced to the workplace, and periodically thereafter.

### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Program Template
  - Training Publication
  - [Vector Solutions Courses](#)
- ✓ [Cal/OSHA HazCom Guide](#)

## Hearing Conservation

### Does this regulation apply to your District?

All employers are required to determine if employee noise exposures equal or exceed an 8-hour time-weighted average sound level (TWA) of 85 decibels. [Article 105. Control of Noise Exposure](#) includes multiple regulations to determine employer requirements.

### What to do:

- If required, develop and implement a written hearing conservation program and include the following:
- Provide a selection of hearing protectors, provided at no cost to employees, exposed to noise levels at or above 85 dBA averaged over an eight-hour period.
- Ensure a system is developed, utilizing engineering and/or administrative controls, where feasible, to reduce employee exposure.
- Conduct baseline and annual audiometric tests for exposed employees.
- Review the record retention requirements for employee exposure monitoring and audiometric test records.
- Conduct training for the exposure employees prior to exposure, annually, and when there is a change.

### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Program Template
  - [Vector Solutions Courses](#)
- ✓ [Cal/OSHA Hazardous Occupational Noise Guide](#)
- ✓ [OSHA Protecting Yourself From Noise](#)

## Heat Illness Prevention – Outdoor

### Does this regulation apply to your District?

The Heat Illness Prevention Regulation [CCR 3395](#) applies all employers who have employees who work in outdoor environments, when the temperature exceed 80° F.

### What to do:

- Conduct an assessment to determine if the District has employees who work outdoors.
- If required, develop and implement a written Heat Illness Prevention Program consistent with Cal/OSHA requirements.
- Develop a system to ensure employees who work in outdoor environments that exceed 80° F, have access to shade, the required quantities of clean cool water, and an avenue for cool-down rest periods.
- Review the regulation to determine if the District is required to comply with the regulation’s high heat procedures.
- Conduct training for exposed employees before exposure each year. In addition, conduct training for supervisors with oversight responsibilities to ensure they understand their responsibilities and how to monitor the weather and environmental conditions.

### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Program Template
  - Training Publication
- ✓ [Cal/OSHA Heat Illness Training Resources](#)

## Heat Illness Prevention – Indoor

### Does this regulation apply to your District?

The Indoor Heat Illness Prevention Regulation [CCR 3396](#) applies to most indoor workspaces where the temperature equals or exceeds 82° F when employees are present.

An indoor workspace is defined as a space that has a ceiling or overhead covering and is enclosed along its entire perimeter by walls, doors, windows, dividers, or other physical barriers that restrict airflow, whether open or closed. Examples of indoor workspaces may include warehouses, maintenance & machine shops, boiler rooms, metal work areas, kitchens, and other workspaces with indoor heat-generating equipment.

### Exceptions to the requirements:

- Places of employment where workers are teleworking that are not under the control of the District.
- Incidental heat exposures where a worker is exposed to temperatures at or above 82°F and below 95°F for less than 15 minutes in any 60-minute period (some exceptions apply).
- Emergency operations directly involved in the protection of life or property.
- Prisons, local detention facilities, and juvenile facilities.

### What to do:

- Thoroughly review the regulation and conduct an assessment to determine if the District has indoor workspaces that apply.
- If required, develop and implement a written Indoor Heat Illness Prevention Program consistent with Cal/OSHA requirements. If the District has both Indoor and outdoor requirements, a combined program can be developed.
- Develop a system that includes the following:
  - Access to potable water that is fresh, suitably cool, and at no cost to employees.
  - Access to at least one cool-down area.
  - Procedures to assess and measure heat whenever the indoor temperature or heat index reaches 87° F when employees are present, or 82°F when workers wear protective clothing that restricts heat removal or work in high radiant heat areas.
  - Emergency response procedures.
  - Close observation procedures during acclimatization.
  - Employee and supervisor training.

### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Program Template
  - Manager’s Advisory
  - Training Publication
- ✓ [Cal/OSHA Indoor Heat Illness Resources](#)



## Industrial Trucks & Heavy Equipment

### Does this regulation apply to your District?

There are several regulations that address the use and safe operation of industrial trucks and heavy equipment. Refer to [Article 25](#) to search for specific regulations.

#### What to do:

- Determine the types of industrial trucks and heavy equipment the District owns and/or rents and obtain the manufacturer's operating manual(s).
- Review relevant regulation(s) and identify which regulations apply and implement the requirements.
- If required develop written programs, safe operating procedures, and other required procedures.
- Conduct training as required through the regulation.

#### Resources:

- ✓ SDRMA [MemberPlus](#)  
Risk Control Page:
  - [Vector Solutions Courses](#)
- ✓ [Cal/OSHA Industrial Truck Operating Rules Mandatory Posting](#)
- ✓ [Cal/OSHA Construction Industry Guide](#)

## Injury & Illness Prevention Program Implementation (IIPP)

### Does this regulation apply to your District?

All California employers must develop, implement, and maintain an effective IIPP as outlined in Cal/OSHA Regulation [CCR 3203](#). A written plan is required; however, employers with 10 or fewer employees, are permitted to communicate to and instruct employees orally in general safe work practices with specific instructions with respect to hazards unique to their job assignments.

### What to do:

- Designate an IIPP Administrator and ensure they have the authority to implement the program.
- Conduct a hazard assessment to determine employee exposures and identify which Cal/OSHA regulations apply (refer to the Risk Assessment & Inspection Program category for additional guidance).
- Develop and implement a written IIPP consistent with the Cal/OSHA requirements. This includes:
  - A system to communicate safety information to employees.
  - Employee and management compliance procedures.
  - Documented inspections of the workplace with a system to identify and correct hazards in a timely manner.
  - Accident reporting and investigation procedures.
  - Identification of employee training requirements based on the results of the hazard assessment.
  - Recordkeeping procedures.

### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Program Template
  - Employee Training Matrix Template
- ✓ [Cal/OSHA IIPP Guide](#)

## Ladder Safety

### Does this regulation apply to your District?

The Portable Ladder Regulation [CCR 3276](#) applies when employees are required to use portable ladders, with the exception of step stools.

### What to do:

- Develop safe work practices on the required use, care, and inspection of all types of portable ladders used at the District.
- Ensure the District has a system to regularly inspect ladders and remove them from use if unsafe.
- Conduct employee training before an employee uses a ladder and periodically thereafter. Required training elements are included in the regulation under section (f).

### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Training Publication
  - [Vector Solutions Courses](#)
- ✓ [Cal/OSHA Portable Ladder Safety etool](#)
- ✓ [Cal/OSHA Construction Industry Guide](#)

## Lockout/Tagout – Control of Hazardous Energy

### Does this regulation apply to your District?

Cal/OSHA Regulation [CCR 3314](#) applies to the cleaning, repairing, servicing, setting-up and adjusting of machines and equipment in which the unexpected energization or startup of the machines or equipment, or release of stored energy could cause injury to employees.

### What to do:

- Conduct an assessment to determine if the regulation applies to the District.
- If required, develop and implement a written Lockout/Tag out (LOTO) program that addresses all sources of energy as required by Cal/OSHA.
- Ensure the necessary equipment has been provided to lockout, tagout, and/or blockout the types of hazardous energy encountered in District facilities and equipment.
- Conduct routine inspections to ensure employees are complying with the District's lockout/tagout procedures.
- When warranted, provide the District's LOTO procedures to outside contractors.
- Develop procedures for specific hazardous processes, machinery, and/or equipment to ensure employees are aware of how and where to apply lockout, tagout, and blockout devices to effectively control energy sources.
- Conduct training for applicable employees upon initial exposure, annually, and when conditions change.

### Resources:

- ✓ SDRMA [MemberPlus](#)  
Risk Control Page:
  - [Vector Solutions Courses](#)
- ✓ [Cal/OSHA LOTO Publications](#)

## Personal Protective Equipment (PPE) Hazard Assessment

### Does this regulation apply to your District?

The Cal/OSHA Regulation [CCR 3380](#) applies if employer operations may include hazards that may require the use of PPE for the eyes, face, head, hands, feet, and extremities (limbs).

### What to do:

- Conduct a written assessment to determine if hazards are present, or are likely to be present, which necessitates the use of personal protective equipment (PPE) for the eyes, face, head, hands, feet, and limbs. The Cal/OSHA Non-Mandatory Appendix A contains sample assessment procedures.
- If the use of PPE is required, the District must do the following:
  - Develop a process to select appropriate PPE based on the assessment results and the requirements.
  - Select PPE that properly fits each affected employee.
  - Conduct training upon initial exposure, when a change occurs, and periodically thereafter. Training must include the type of PPE required, when to wear the required PPE, how to put on, adjust, wear, and remove PPE, the limitations of the PPE, proper care and maintenance, and how to discard contaminated PPE.
  - Develop a system to ensure applicable employees use the required PPE. Employees must also demonstrate an ability to use the PPE properly.
  - Ensure defective PPE is taken out of service and replaced.

### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - PPE Hazard Assessment Forms (contact Risk Control)
  - [Vector Solutions Courses](#)
- ✓ [Cal/OSHA Non-Mandatory Appendix A](#)

## Respiratory Protection

### Does this regulation apply to your District?

The Respiratory Protection Regulation [CCR 5144](#) applies when respirators are required to protect employees from breathing air contaminated with harmful dusts, fogs, fumes, mists, gases, smokes, sprays, or vapors.

Note: Respiratory protection during a wildfire is located in the Wildfire Section.

### What to do:

- Conduct an exposure assessment of the District's work environments and activities to identify if and when respiratory protection is required to prevent exposures to airborne contaminants.
- Develop and implement a written Respiratory Protection Program consistent with Cal/OSHA requirements.
- Ensure all employees who are required to wear a respirator are medically evaluated.
- Conduct annual fit tests for all the types of respiratory protection provided to employees.
- Develop respirator cleaning, disinfection, inspection, and storage procedures.
- Maintain records for exposure assessments, medical evaluations, fit testing, and training as outlined in the regulation.

### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - [Vector Solutions Courses](#)
- ✓ [Cal/OSHA Respiratory Protection Publications](#)

## Tree Work

### Does this regulation apply to your District?

There are several regulations that apply to work performed and equipment used in tree and ornamental palm maintenance and removal. Refer to [Article 12](#) to search for specific regulations.

#### What to do:

- Conduct an assessment to determine if District operations require employees to do tree work.
- Review relevant regulation(s) and identify and implement the requirements.
- If required, develop written programs, safe operating procedures, and other required procedures.
- Conduct training as required through the regulation.

#### Resources:

- ✓ [Cal/OSHA Tree Work Safety Publications](#)

## Wildfire Smoke Employee Protection

### Does this regulation apply to your District?

The Protection from Wildfire Smoke Regulation [CCR 5144.1](#) applies when the Air Quality Index (AQI) is 151 or greater for employees working outdoors for more than one hour in locations where employee exposure to wildfire smoke can be reasonably anticipated.

Note: Firefighters engaged in wildland firefighting are exempt. Additional exemptions in section (a).

#### What to do:

- Review the regulation and determine if the District is required to comply with the requirements. If required, develop a policy on the requirements outlined in the regulation.
- Designate person(s) to monitor the Air Quality Index (AQI) when wildfire smoke is present.
- Develop a system to communicate wildfire smoke hazards with employees.
- Conduct training that includes the information outlined in Appendix B of the regulation. In addition, review smoke hazards and how to control exposures including how to request an N-95 for voluntary use when the AQI is below 500. (Note: if the AQI is over 500, use of the N-95 is required while working outdoors).

#### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Policy Template
  - Manager’s Advisory
- ✓ [Cal/OSHA Appendix B- Mandatory Training Requirements](#)
- ✓ [Cal/OSHA Wildfire Smoke Protection publications](#)

## Workplace Violence Prevention Requirements

### Does this regulation apply to your District?

[Senate Bill 553](#) Occupational Safety - Workplace Violence, Restraining Orders, and Workplace Violence Prevention Plan. In September 2023, SB533 was approved, creating new workplace violence prevention requirements that apply to most California employers. The requirements are effective on July 1, 2024. The following employers, employees, and places of employment are exempt from these requirements:

- Those who are required to comply with [CCR 3342](#), Violence Prevention in Healthcare. Includes firefighters and EMS.
- POST participating law enforcement agencies and the Department of Corrections.
- Employers with less than 10 employees and no public access.
- Employees teleworking from a location of the employee’s choice, which is not under the control of the employer.

### What to do:

- Review the SDRMA Manager’s Advisory for guidance.
- Conduct a hazard assessment to identify and evaluate job tasks to identify situations that may place employees at risk of workplace violence.
- Develop and implement a written Workplace Violence Prevention Plan. The Plan template includes the required elements and sample procedures.
- Develop a process to complete and record a Violent Incident Log for every workplace violence incident. Review the logs annually and retain for five years.
- Conduct employee training when the plan is first established and annually thereafter. The Plan template outlines the training requirements.
- Maintain records of violent incidents (Violent Incident Log), workplace violence hazard identification, evaluation and correction, and incident investigations for (5) five years. No records shall contain medical information. Training records must be maintained for a minimum of (1) year; however, we recommend at least (3) years.

### Resources will be available in March 2024

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Manager’s Advisory
  - Workplace Violence Prevention Plan Template
  - Incident Log
  - Hazard Assessment & Correction form
- ✓ Cal/OSHA Resources:
  - WPV [Employer Factsheet](#)
  - WPV [Worker Factsheet](#)
  - All Cal/OSHA [Publications](#)



## PROPERTY & LIABILITY RISK REDUCTION BEST PRACTICES

### ADA Compliance

**Does this apply to your District?**

Title I Compliance – Prohibits discriminating against qualified individuals with disabilities in applying for jobs, hiring, firing and job training. Applies to employers engaged in an industry affecting commerce, employs 15 or more full-time employees, for at least 20 or more calendar weeks in the year.

Title II - Prohibits discrimination against qualified individuals with disabilities in all programs, activities, and services of public entities, regardless of size.

<p><b>What to do:</b></p> <ul style="list-style-type: none"><li>▪ Complete an evaluation of District facilities, programs, and hiring practices, to determine applicable ADA requirements.</li><li>▪ Ensure new construction, alterations, and additions meet accessibility requirements.</li><li>▪ If required, designate a qualified individual to coordinate ADA compliance.</li><li>▪ Develop a system where members of the public can file complaints related to the District’s ADA compliance.</li></ul>	<p><b>Resources:</b></p> <ul style="list-style-type: none"><li>✓ SDRMA <a href="#">MemberPlus</a> Risk Control Page:<ul style="list-style-type: none"><li>– <a href="#">Vector Solutions Courses</a></li></ul></li><li>✓ <a href="#">CA ADA Compliance</a></li></ul>
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## Contractual Risk Transfer

### Does this apply to your District?

The use of risk transfer language in contracts is essential when utilizing contractors and suppliers. It’s also important for users of District facilities. This section provides a brief overview of the five basic steps of contractual risk transfer outlined in the Alliant Insurance Requirements in Contracts Manual. Refer to the manual for additional guidance.

### What to do:

- Develop a District-wide policy, reviewed by your legal counsel, to ensure the District’s contract requirements and procedures are followed throughout all departments. Train all applicable employees.
- Consider incorporating the following steps into the District’s policy:
  - Analyze the Risk and Relationships (*page 16*) - Develop a scope of work that includes the work to be performed, the critical steps in completing the objectives, and the risks involved.
  - Use a Hold Harmless (Indemnity) Agreement (*page 16-17*) - Hold Harmless agreements are meant to shift responsibility for loss or damage arising from the activities of a contract from the District to the contractor.
  - Select Appropriate Insurance Specifications (*page 17-20*) – Requiring insurance helps to ensure the contractor will have the ability to pay for claims caused by their actions.
  - Verify Insurance Coverage (*page 20-21*) - Review the documents verifying coverage (e.g.: Certificate of Insurance, Additional Insured (AI) Endorsement, copy of the applicable policy language confirming your AI status by written contract, etc.). Ensure they are complete, have been signed by the appropriate party, and no items have been crossed out or altered.

### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Insurance Requirements In Contracts

## Cybersecurity Basics

### Does this apply to your District?

Cybersecurity is the practice of protecting systems, networks, and programs from digital attacks. Cyberattacks are usually aimed at accessing, changing, or destroying sensitive information, extorting money from users, or interrupting normal business processes. Refer to the SDRMA Cyber Risk Management Advisory, for additional guidance on the following best practices.

For Cyber coverage questions, contact SDRMA Member Services at 800-537-7790 or [memberplus@sdrma.org](mailto:memberplus@sdrma.org).

### What to do:

- Enable firewall protection for District networks. The firewall keeps intruders out of your website, emails, and other sources of information that may be accessed over the internet.
- Enable Multi-Factor Authentication (MFA). This is a tool for ensuring only authorized persons can access critical information.
- Back up data regularly and securely store files. Data that is well protected, encrypted, and regularly updated is critical to safeguard. If you can restore data from back-ups, it reduces the severity of a possible ransomware demand.
- Keep computer hardware up to date. Older hardware may be unable to execute security upgrades and may make it harder to react to cyber-attacks.
- Consider Mobile Device Management (MDM) solutions, which allows the District to maintain control of data on a mobile device in the event of theft or accidental loss.
- Monitor third-party controls if they have access to your data.
- Use a Virtual Private Network (VPN) to secure and privatize your network.
- Ensure your Wi-Fi networks are safe, encrypted, and hidden. Secure access to the router with a password.
- Employ best practices on payment cards by working with banks and processors to ensure validated tools and anti-fraud services are utilized.
- Employee training and awareness. Employees must be educated on cybersecurity threats to protect themselves and the District. Training should include, but is not limited to:
  - Requiring the use of strong passwords.
  - Identifying email vulnerabilities such as Phishing attempts. Avoiding pop-ups, unknown emails, and links.

### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Risk Advisory
  - [Vector Solutions Courses](#)

### Cybersecurity Basics - Continued

- Reporting suspicious activity.
- Prohibiting employees to install software on their computers without authorization.
- Avoiding the use of public Wi-Fi.

If a cyber breach occurs or if a ransomware demand is received, immediately report the incident to your coverage provider. Report any ransomware demand to the FBI’s Internet Crime Complaint Center at [IC3.gov](https://www.ic3.gov) within 48 hours of the event (required for all public entities).

### Driver Safety & Vehicle Use

#### Does this apply to your District?

The following best practices focus on District operations for non-commercial District drivers. For commercial driver operations refer to the FMCSA [Commercial Motor Vehicle Operations](#) for guidance.

#### What to do:

- Develop a policy that establishes protocols for District vehicle use and use of personal vehicles during District business. The policy should also include eligible driver requirements, acceptable driver criteria, and defensive driver training requirements.
- Establish vehicle accident procedures. If the District has scheduled vehicles with SDRMA, refer to Property/Liability Claims Manual in [MemberPlus](#) under the Report a Claim page for additional information.
- Consider enrolling employees, who are required to drive in the course of their employment, in the DMV Employee [Pull Notice Program](#).
- Ensure all employees, who are required to drive in the course of their employment, possess a California drivers’ license of the class required for the vehicle to be operated by the driver.
- Ensure all employees, who are authorized to drive their personal vehicles during District business, maintain auto liability and property damage insurance coverage in accordance with the State of California’s [minimum insurance requirements](#) of \$15,000/\$30,000 bodily injury coverage and \$5,000 property damage coverage.
- Conduct periodic defensive driver training for applicable employees.

#### Resources:

- ✓ SDRMA [MemberPlus](#) Risk Control Page:
  - Policy Template
  - Risk Advisory
  - Training Publication
  - [Vector Solutions Courses](#)

## Employment Practices Liability

### Does this apply to your District?

Employment practices liability exposures include, but are not limited to, wrongful termination, sexual harassment, discrimination, invasion of privacy, false imprisonment, breach of contract, emotional distress, and wage and hour law violations.

### What to do:

- Develop a written personnel policy manual and ensure it is reviewed by an employment practice liability legal professional. Provide a copy of the District's personnel policies at hire and whenever changes are made.
- Ensure employees receive Sexual Harassment Prevention training (managers, supervisors, and all employees) as required by [California Law](#).
- Develop written procedures for reporting and investigating alleged workplace wrongdoing.
- Ensure the District has taken steps to comply with [HIPAA](#), monitor its continued compliance, and to protect sensitive personnel information.
- Ensure the District complies with all posting requirements (including those mandated by the Department of Industrial Relations and Department of Labor posting requirements).
- Develop written job descriptions for all positions.
- Conduct written performance evaluations for all employees, recommended annually.

### Resources:

- ✓ SDRMA [MemberPlus](#):
  - Sample Employee Handbook
  - [Vector Solutions HR/EPL Courses](#)
- ✓ [California Posting Requirements](#)

## Wildfire Risk Management – CAL FIRE Defensible Space Program

### Does this apply to your District?

What steps can the District take to help mitigate the effects of wildfire on your properties? The following best practices are based on CAL FIRE’s guidelines.

### What to do:

- Create Defensible Space – Assess your properties using CAL FIRE’s Zone criteria to help create a buffer between your buildings/landscape and the wildland area surrounding it. CAL FIRE provides instructions on what to do for each of the zones 0,1, and 2.
- Harden Your Buildings – Inspect roofs, vents, and windows to identify ways your buildings can be exposed to wildfire. The most common ways are direct flames from a wildfire or other neighboring burning buildings, radiant heat from nearby burning plants or structures; or flying embers.
- Conduct An Asset Inventory – Document your interior and exterior assets, preferably with photos and/or videos. Document building and content values, GPS coordinates, descriptions, serial numbers, etc. Make duplicates and store in a secure location.
- Develop Emergency Procedures – Include wildfire response in the District’s written Emergency Action Plan.

### Resources:

- ✓ SDRMA [MemberPlus:](#)
  - Risk Advisory
- ✓ [CAL FIRE Ready for Wildfire](#)

# Agenda Item 9

Director Reports

# Agenda Item 10

Correspondence/Information



# Winter Conservation Tips



## Pro Tip:

The most important preventative measure you can take to save water in the winter is to prevent frozen pipes by wrapping any exposed ones.

- Be aware that water needs of plants (including grass) drop dramatically in the winter.
- Only water between 9 am and 3 pm from November to May.
- If a shower head can fill a one-gallon bucket in less than 20 seconds, replace it with a water efficient showerhead.

- Replace old toilets with more efficient, low-flow toilets and save as much as five gallons per flush.
- Don't let water run continuously while brushing teeth or shaving.
- Take showers instead of baths.
- Reuse water when you can. A bucket in the shower can catch water for plants and clean-up jobs.
- Fix leaks. A faucet that drips can waste up to 3,280 gallons of water per year.
- Only run your dishwasher and washing machine with full loads.
- Use a carwash to wash vehicles, boats, and motorcycles.
- Make sure you know where the shut-off valve is for your home. Due to extreme temperature changes, pipes expand and contract which can cause breaks. Knowing where your shut off valve is can be the difference between a huge bill or a much smaller one.
- Install a tankless water heater for shorter water heat-up times.
- Disconnect and drain outdoor hoses to prevent a freeze from occurring at the faucet or pipe.
- Insulate all pipes that might be exposed to cold weather.



# Help us update our records.



Hello

Receiving your bill and keeping in touch has never been so easy.

## Never miss a bill again!

Sign up for ebilling below or by visiting our website at [www.pphcsd.org](http://www.pphcsd.org) and get your bill delivered directly to your email.

## Never miss a payment again!

Sign up for autopay on our website at [www.pphcsd.org](http://www.pphcsd.org) or in our office and never miss a payment again. Call 760-868-1212 for more information.

## Never miss a notification again!

You may also choose to receive your telephone notification via text message instead of recorded message. Complete the form below or call 760-868-1212.

## Keep up to date with District news, conservation tips and more!

Follow us on Facebook and Instagram for payment reminders, bill due dates, District workshops and events, and much more or on Instagram for helpful conservation tips and tricks.

### Help us keep our records up to date.

Detach and return the bottom portion with your payment, bring into our office, or call 760-868-1212.

OR: Update online at [www.pphcsd.org](http://www.pphcsd.org)

Customer Name: \_\_\_\_\_

Service Address: \_\_\_\_\_

Account Number: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell/Text Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Billing Options:  EBill Only  Paper and EBill  Paper Bill Only

Notifications:  Phone Call Only  Text Message Only

*\*Standard messaging rates may apply*

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Phelan, CA 92371  
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# Pay Your Bill?

Save time and money  
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online bill pay.



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No more missed or lost payments.



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Save time filling out checks or driving to  
drop off your payment.



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Save money on checks, postage, and gas.



## Avoid Fees

By utilizing your bank's bill pay system,  
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## Enrollment is Easy!

Simply visit your bank's  
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# COMMUNITY TEACHING GARDEN CLASSES

All Classes are Held the Second Saturday of Each Month  
Phelan Community Park  
10 AM

**January 11**

Garden Design/Layout

**February 8**

Starting Spring Seedlings

**March 8**

Building Raised Beds

**April 12**

Transplanting to Garden Bed

**May 10**

Compost/Verma Compost

**June 14**

Pest Control

**July 12**

Mulch/Watering Wisely

**August 9**

Feeding Plants

**September 13**

Starting Winter Seedlings

**October 11**

Harvest/Storing Vegetables and Fruits

**November 8**

Using a Greenhouse

**December 13**

Tree Planting and Pruning



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# Agenda Item 11

Review of Action Items

# Agenda Item 12

Set Agenda for Next Meeting