

JOSHUA BASIN WATER DISTRICT
Minutes of the
REGULAR MEETING OF THE BOARD OF DIRECTORS

January 21, 2015

1. CALL TO ORDER: 7:00 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM:

Victoria Fuller	Present
Bob Johnson	Present
Mickey Luckman	Present
Mike Reynolds	Present
Rebecca Unger	Present

STAFF PRESENT:

Curt Sauer, General Manager
Susan Greer, Assistant General Manager/Controller
Keith Faul, GIS Coordinator

CONSULTANTS PRESENT:

Gil Granito, District Counsel
Kathleen Radnich, Public Outreach Consultant
David O'Leary, USGS

GUESTS 5

4. APPROVAL OF AGENDA

MSC Luckman/Johnson 5/0 to approve the agenda for the January 21, 2015 meeting.

Fuller	Aye
Johnson	Aye
Luckman	Aye
Reynolds	Aye
Unger	Aye

5. PUBLIC COMMENTS:

None

6. CONSENT CALENDAR

MSC Luckman/Johnson, 5/0 to approve Draft Minutes of the December 17, 2014 Regular Meeting of the Board of Director and Check Audit Report for October 2014 and November 2014.

Fuller	Aye
Johnson	Aye
Luckman	Aye
Reynolds	Aye
Unger	Aye

7. USGS UPDATE ON MONITORING AT RECHARGE SITE

David O'Leary, USGS gave presentation.

8. RECHARGE WATER AVAILABILITY AND FUNDING OPTIONS FOR CALENDAR YEAR 2015 AND 2016
MSC Luckman/Johnson 5/0 to direct General Manager to purchase water for recharge as directed by the Board.

Fuller	Aye
Johnson	Aye
Luckman	Aye
Reynolds	Aye
Unger	Aye

9. APPROVE CONTRACT WITH PAYMENTUS CORPORATION FOR CREDIT CARD PROCESSING, SAVING THE DISTRICT APPROXIMATELY \$16,000 PER YEAR

MSC Unger/Luckman 5/0 to approve contract for Paymentus Corporation for credit card processing saving the District \$16,000 per year.

Fuller	Aye
Johnson	Aye
Luckman	Aye
Reynolds	Aye
Unger	Aye

10. CAPITAL IMPROVEMENT PLAN

MSC Johnson/Luckman 4/1 to direct the General Manager to complete a Capital Improvement Plan at a cost not to exceed \$40,000.

Fuller	Aye
Johnson	Aye
Luckman	Aye
Reynolds	No
Unger	Aye

11. FIRST QUARTER FINANCIAL REPORT

Assistant General Manager/Controller Greer presented the First Quarter Finance Report.
The Board accepted the First Quarter Finance Report.

12. STANDING COMMITTEES

- A. PUBLIC INFORMATION COMMITTEE: Kathleen Radnich gave report. January 30th will be a meeting with the Docents to prepare for the big meeting in March 29th event. The next meeting for the Regular Public Information Committee will be February 4, 2015. It has been the officially first Wednesday of the month at 9:30 am.
- B. FINANCE COMMITTEE: Director Johnson reported on the Finance Committee Meeting.

13. PUBLIC COMMENT

None.

14. DISTRICT COUNSEL REPORT

General Counsel Granito spoke about Rate Structures.

15. GENERAL MANAGER REPORT

GM Sauer passed out the document with current Standing and Ad Hoc Advisory Committees. GM suggested that the Standing Committees be reviewed and updated and to discuss at next Board meeting. Also GM suggested that the President and the GM get together with input from various Board members on what committees make sense and what the focus and scope are for committees.

GM Sauer discussed and went over Well 14 Rehab Bid Package and meeting with Dudek. It has been sent to four different companies requesting that they bid on the Rehab. Our schedule is such that we would open bids the week before the February 18, 2015 Board Meeting and come to Board on February 18 for approval to spend money to rehab the project. The budget is \$80,000. It might be more than that. We would start on this project on about March 1, 2015 and estimate that it take about 30 days. That gets us to April 1. April 15 is actually the completion date.

GM Sauer gave the Distribution Report for January.

GM talked about Administrative activities and the testing a new version for Paychex for time entry. We're already working with Incode for upgrade Version 10 migration. Information for the increasing Water Rate increases has been updated on website and newsletter. Water Rates increases are effective February 1, 2015.

The District has received the first installment of our CDPH Recharge Project Grant. The check in the mount of 1.43 million dollars. The total amount is 3.2 million.

We also received \$97,000 from DWR for the Recharge Project Grant.

16. FUTURE DIRECTOR MEETINGS AND TRAINING OPPORTUNITIES

The Mojave Water Agency Board of Directors on January 22, 2015 will be attended by Director Unger. They are going to have a Workshop at the beginning of the meeting on Water Rates.

17. INDIVIDUAL DIRECTOR REPORTS ON MEETINGS ATTENDED

Vice President Luckman attended LAFCO Meeting.

Director Unger attended District Tour of the facilities.

Director Johnson attended Finance Committee Meeting. Gave thanks to Anne Roman and Susan Greer.

President Fuller attended Public Information Committee, Finance Committee Meeting and District Tour.

18. DIRECTORS COMMENTS/REPORTS

None.

19. FUTURE AGENDA ITEMS

- Talking about Committees.
- Presentation from Redwine and Sherrill of Role and Function of The Board.
- Director Unger would like a Will Serve letter review.

20. ADJOURNMENT

MSC Luckman/Johnson 5/0 to adjourn the Regular Meeting of the Board of Directors of January 21, 2015

Fuller Aye

Johnson Aye

Luckman Aye

Reynolds Aye

Unger Aye

Respectfully submitted:

Curt Sauer, General Manager and Board Secretary



Joshua Basin Water District

***Check Report JBWD**

By Check Number

Date Range: 12/01/2014 - 12/31/2014

Vendor Number Payable #	Vendor DBA Name Payable Type	Payable Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: AP-AP Cash							
VEN01296 <u>INV0000315</u>	CAPUTO, TERRI Invoice	12/01/2014	12/01/2014 CAPUTO, TERRI	Regular	0.00 0.00	107.14 107.14	55479
VEN01298 <u>INV0000317</u>	IDA WEST INC Invoice	12/01/2014	12/01/2014 IDA WEST INC	Regular	0.00 0.00	53.00 53.00	55480
VEN01297 <u>INV0000316</u>	RUCKER, MARK H Invoice	12/01/2014	12/01/2014 RUCKER, MARK H	Regular	0.00 0.00	40.09 40.09	55481
VEN01295 <u>INV0000314</u>	SOTO, JASON R. Invoice	12/01/2014	12/01/2014 SOTO, JASON R.	Regular	0.00 0.00	151.38 151.38	55482
VEN01299 <u>INV0000318</u>	TAGGER III, JERRETT Invoice	12/01/2014	12/01/2014 TAGGER III, JERRETT	Regular	0.00 0.00	69.79 69.79	55483
VEN01302 <u>INV0000320</u>	ADAMS, AMBER Invoice	12/03/2014	12/03/2014 ADAMS, AMBER	Regular	0.00 0.00	34.04 34.04	55484
VEN01305 <u>INV0000323</u>	DEAN, GARLAND E Invoice	12/03/2014	12/03/2014 DEAN, GARLAND E	Regular	0.00 0.00	54.47 54.47	55485
VEN01301 <u>INV0000319</u>	DRUKAS, JEAN Invoice	12/03/2014	12/03/2014 DRUKAS, JEAN	Regular	0.00 0.00	51.21 51.21	55486
VEN01306 <u>INV0000324</u>	FIRST CHOICE REALTY Invoice	12/03/2014	12/03/2014 FIRST CHOICE REALTY	Regular	0.00 0.00	8.10 8.10	55487
VEN01304 <u>INV0000322</u>	FIRST CHOICE REALTY Invoice	12/03/2014	12/03/2014 FIRST CHOICE REALTY	Regular	0.00 0.00	176.50 176.50	55488
VEN01303 <u>INV0000321</u>	THOMAS, AUBREY J Invoice	12/03/2014	12/03/2014 THOMAS, AUBREY J	Regular	0.00 0.00	70.83 70.83	55489
000575 <u>AFSCME1114</u>	AFSCME LOCAL 1902 Invoice	12/04/2014	12/04/2014 EE UNION DUES - NOV 14	Regular	0.00 0.00	546.00 546.00	55490
000650 <u>AK1114</u>	AKLUF AND WYSOCKI Invoice	11/28/2014	12/04/2014 LEGAL SERVICES - NOV 14	Regular	0.00 0.00	87.50 87.50	55491
004110 <u>BW1214</u> <u>BW1214B</u> <u>BW1214C</u>	BURRTEC WASTE & RECYCLING SVCS Invoice Invoice Invoice	12/04/2014 12/04/2014 12/04/2014	12/04/2014 RECYCLING - DEC 14 TRASH REMOVAL - DEC 14 TRASH REMOVAL - DEC 14	Regular	0.00 0.00 0.00	408.45 58.99 264.53 84.93	55492
001004 <u>BA1214</u>	BUSINESS CARD Invoice	12/04/2014	12/04/2014 UNIFORMS/V30/TRAINING/WATER CONS	Regular	0.00 0.00	2,108.11 2,108.11	55493
001519 <u>CRWA111414</u>	CALIFORNIA RURAL WATER ASSOC Invoice	12/04/2014	12/04/2014 MEMBERSHIP DUES 01/15 - 01/16	Regular	0.00 0.00	1,091.00 1,091.00	55494
002190 002190 <u>CDPH-120114</u>	CDPH-OCP CDPH-OCP Invoice	12/04/2014 12/04/2014 12/04/2014	12/04/2014 12/04/2014 D-3 RENEWAL	Regular Regular	0.00 0.00 0.00	-90.00 90.00 90.00	55495 55495
001595 <u>JBWD179</u>	CHEM-TECH INTERNATIONAL, INC. Invoice	12/04/2014	12/04/2014 WATER TREATMENT EXPENSE	Regular	0.00 0.00	1,125.30 1,125.30	55496
000237	COLONIAL LIFE & ACCIDENT INSURANCE CO, IN	12/04/2014	12/04/2014	Regular	0.00	729.46	55497

*Check Report JBWD

Date Range: 12/01/2014 - 12/31/2014

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
<u>3990561-110567</u>	Invoice	12/04/2014	EE LIFE INSURANCE - NOV 14	0.00	729.46	
VEN01038	CORA CONSTRUCTORS INC.	12/04/2014	Regular	0.00	7,268.01	55498
<u>320-Ret</u>	Invoice	12/04/2014	RETENTION: D3 BOOSTER STATION REPLA	0.00	7,268.01	
002200	DEPT OF THE INTERIOR-BLM	12/04/2014	Regular	0.00	9,728.63	55499
<u>2015008746</u>	Invoice	12/04/2014	RIGHT OF WAY RENTAL - 2015	0.00	500.00	
<u>2015008752</u>	Invoice	12/04/2014	RIGHT OF WAY RENTAL - 2015	0.00	9,228.63	
002565	DUDEK AND ASSOCIATES, INC	12/04/2014	Regular	0.00	26,738.23	55500
<u>20143980</u>	Invoice	12/04/2014	CONST MGMT: RECHARGE POND	0.00	6,215.12	
<u>20145158</u>	Invoice	12/04/2014	ENG SERV: HDMC WASTEWATER PLANT	0.00	3,347.95	
<u>20145574</u>	Invoice	12/04/2014	CONST MGMT: RECHARGE POND	0.00	14,875.16	
<u>20145689</u>	Invoice	12/04/2014	CONST MGMT: RECHARGE POND	0.00	2,300.00	
003025	FEDEX	12/04/2014	Regular	0.00	23.60	55501
<u>2-860-18562</u>	Invoice	12/04/2014	SHIPPING	0.00	23.60	
000058	GARDA CL WEST, INC.	12/04/2014	Regular	0.00	533.98	55502
<u>10051885</u>	Invoice	12/04/2014	COURIER FEES - DEC 14	0.00	533.98	
006200	MCALLISTERS JANITORIAL SERV.	12/04/2014	Regular	0.00	580.00	55503
<u>5959B</u>	Invoice	12/04/2014	JANITORIAL SERVICES - NOV 14	0.00	580.00	
VEN01309	HIGH DESERT MOTEL, INC.	12/04/2014	Regular	0.00	2,514.29	55504
<u>HDM112114</u>	Invoice	12/04/2014	TOILET REBATE PROGRAM	0.00	2,514.29	
004720	INLAND WATER WORKS	12/04/2014	Regular	0.00	2,828.95	55505
<u>269532</u>	Invoice	12/04/2014	INVENTORY	0.00	440.64	
<u>269700</u>	Invoice	12/04/2014	INVENTORY	0.00	660.96	
<u>269701</u>	Invoice	12/04/2014	METER SERVICE REPAIR/INVENTORY	0.00	1,727.35	
000084	JOHNSON POWER SYSTEMS	12/04/2014	Regular	0.00	4,062.48	55506
<u>SW030127854</u>	Invoice	12/04/2014	GENERATOR 3 ANNUAL INSPECTION	0.00	836.18	
<u>SW030127855</u>	Invoice	12/04/2014	GENERATOR 4 ANNUAL MAINTENANCE	0.00	840.64	
<u>SW030127872</u>	Invoice	12/04/2014	GENERATOR 5 ANNUAL MAINTENANCE	0.00	610.66	
<u>SW030127899</u>	Invoice	12/04/2014	GENERATOR 1 ANNUAL INSPECTION	0.00	611.12	
<u>SW030127901</u>	Invoice	12/04/2014	GENERATOR 7 ANNUAL MAINTENANCE	0.00	553.68	
<u>SW0301287871</u>	Invoice	12/04/2014	GENERATOR 2 MAINTENANCE	0.00	610.20	
000282	LABOR COMPLIANCE PROVIDERS, INC.	12/04/2014	Regular	0.00	191.25	55507
<u>101-001-RP-12-1</u>	Invoice	12/04/2014	RECHARGE: LABOR COMPLIANCE	0.00	191.25	
009072	LAW OFFICES REDWINE AND SHERRILL	12/04/2014	Regular	0.00	5,022.47	55508
<u>RS1114</u>	Invoice	12/04/2014	LEGAL SERVICES - NOV 14	0.00	5,022.47	
006029	LIEBERT CASSIDY WHITMORE	12/04/2014	Regular	0.00	2,597.50	55509
<u>1395177</u>	Invoice	12/04/2014	LEGAL SERVICES - OCT 14	0.00	227.50	
<u>1395178</u>	Invoice	12/04/2014	LEGAL SERVICES - MOU NEGOTIATIONS	0.00	1,690.00	
<u>1395179</u>	Invoice	12/04/2014	LEGAL SERVICES - EE MATTERS	0.00	680.00	
000069	LAROCHE FIRE AND ICE	12/04/2014	Regular	0.00	345.00	55510
<u>FI110414</u>	Invoice	12/04/2014	A/C SERVICE CONTRACT - SHOP	0.00	345.00	
000156	FORSHOCK	12/04/2014	Regular	0.00	711.49	55511
<u>20141118-687</u>	Invoice	12/04/2014	PUMPING PLANT: D-3-1 SOLAR PANEL	0.00	711.49	
901353	UNIQUE GARDEN CENTER	12/04/2014	Regular	0.00	1,091.25	55512
<u>UGC100514</u>	Invoice	12/04/2014	DEMO GRDN/ BUILD MAINT- SEPT 14	0.00	197.50	
<u>UGC100714</u>	Invoice	12/04/2014	DEMO GARDEN FLOOD CLEAN UP	0.00	498.75	
<u>UGC103114</u>	Invoice	12/04/2014	DEMO GRDN/ BUILD MAINT- OCT 14	0.00	395.00	
008102	OFFICEMAX CONTRACT INC.	12/04/2014	Regular	0.00	70.21	55513
<u>431890</u>	Invoice	12/04/2014	OFFICE SUPPLIES/SHOP EXPENSE	0.00	70.21	

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Date Range: 12/01/2014 - 12/31/2014

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
000070	ONLINE INFORMATION SERVICES, INC.	12/04/2014	Regular	0.00	210.90	55514
<u>616226</u>	Invoice	12/04/2014	ID VERIF. SERV. THRU 11/30/14	0.00	210.90	
000236	PAYPRO ADMINISTRATORS	12/04/2014	Regular	0.00	118.74	55515
<u>PPE112814</u>	Invoice	12/04/2014	EE FSA DEDUCTIONS 12-05-14	0.00	118.74	
008405	PRECISION ASSEMBLY	12/04/2014	Regular	0.00	412.28	55516
<u>16475</u>	Invoice	12/04/2014	NOV WATER BILLING	0.00	412.28	
008415	PRUDENTIAL OVERALL SPLY.	12/04/2014	Regular	0.00	109.55	55517
<u>20964067</u>	Invoice	12/04/2014	SHOP EXPENSE	0.00	109.55	
006150	RANDY MAYES	12/04/2014	Regular	0.00	73.58	55518
<u>RM120114</u>	Invoice	12/04/2014	REIMB: SECTIONAL MAINT MAP	0.00	73.58	
000218	DESERT RATZ GRAFIX / SIGNS	12/04/2014	Regular	0.00	86.40	55519
<u>424761</u>	Invoice	12/04/2014	VINYL LOGOS FOR TRUCKS	0.00	86.40	
008414	PROVIDEO	12/04/2014	Regular	0.00	200.00	55520
<u>1480</u>	Invoice	12/04/2014	VIDEO TAPING BD MEETINGS - NOV	0.00	200.00	
000091	SAN BERNARDINO COUNTY RECORDER	12/04/2014	Regular	0.00	21.00	55521
<u>SB120314</u>	Invoice	12/04/2014	RELEASE OF A LIEN	0.00	21.00	
000091	SAN BERNARDINO COUNTY RECORDER	12/04/2014	Regular	0.00	21.00	55522
<u>SB120314A</u>	Invoice	12/04/2014	RELEASE OF A LIEN	0.00	21.00	
009878	SOUTHERN CALIFORNIA EDISON	12/04/2014	Regular	0.00	29,896.19	55523
<u>SCE1114</u>	Invoice	12/04/2014	POWER FOR PUMPING - NOV 14	0.00	29,896.19	
VEN01020	SOUTHWEST NETWORKS, INC.	12/04/2014	Regular	0.00	9,945.00	55524
<u>14-110025C</u>	Invoice	12/04/2014	IT SERVICES - 01/15 - 3/15	0.00	9,945.00	
009920	STANDARD INSURANCE CO	12/04/2014	Regular	0.00	792.15	55525
<u>ST1214</u>	Invoice	12/04/2014	EE LIFE INSURANCE - DEC 14	0.00	792.15	
009980	SWRCB FEES	12/04/2014	Regular	0.00	3,405.97	55526
<u>LW1460453</u>	Invoice	12/04/2014	WATER SYSTEM FEES 7/13 - 6/14	0.00	3,405.97	
009980	SWRCB FEES	12/04/2014	Regular	0.00	14,929.00	55527
<u>WD-0103412</u>	Invoice	12/04/2014	HDMC WASTEWATER ANN'L DISCHARGE	0.00	14,929.00	
000290	TFI RESOURCES, INC.	12/04/2014	Regular	0.00	1,124.16	55528
<u>NK709691</u>	Invoice	12/04/2014	TEMPORARY LABOR	0.00	374.72	
<u>NK713978</u>	Invoice	12/04/2014	TEMPORARY LABOR	0.00	468.40	
<u>NK713980</u>	Invoice	12/04/2014	TEMPORARY LABOR	0.00	281.04	
000510	TIME WARNER CABLE	12/04/2014	Regular	0.00	402.23	55529
<u>TW1114</u>	Invoice	12/04/2014	CABLE & INTERNET - NOV 14	0.00	402.23	
000013	U.S. POSTAL SERVICE	12/04/2014	Regular	0.00	232.00	55530
<u>PO1214</u>	Invoice	12/04/2014	PO BOX THROUGH 12/31/15	0.00	232.00	
000023	ULTIMATE MOTORS, INC.	12/04/2014	Regular	0.00	527.01	55531
<u>15039</u>	Invoice	12/04/2014	VEHICLE MAINTENANCE	0.00	482.01	
<u>15076</u>	Invoice	12/04/2014	VEHICLE MAINTENANCE	0.00	45.00	
010850	UNDERGROUND SERVICE ALERT	12/04/2014	Regular	0.00	42.00	55532
<u>1120140332</u>	Invoice	12/04/2014	TICKET DELIVERY SERVICE - NOV	0.00	42.00	
010990	UTILIQUEST L.L.C.	12/04/2014	Regular	0.00	156.58	55533
<u>215025-Q</u>	Invoice	12/04/2014	CONTRACT LOCATING EXPENSE	0.00	63.11	
<u>215262-Q</u>	Invoice	12/04/2014	CONTRACT LOCATING EXPENSE	0.00	60.90	
<u>215534-Q</u>	Invoice	12/04/2014	CONTRACT LOCATING EXPENSE	0.00	32.57	
000327	WATER QUALITY SPECIALISTS	12/04/2014	Regular	0.00	3,710.00	55534

*Check Report JBWD

Date Range: 12/01/2014 - 12/31/2014

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
000330	CURT SAUER	12/30/2014	Regular	0.00	437.92	55598
<u>CS121814</u>	Invoice	12/30/2014	REIMB: NOV/DEC MONTHLY MILEAGE	0.00	437.92	
003596	DEX MEDIA	12/30/2014	Regular	0.00	23.00	55599
<u>DM1214</u>	Invoice	12/30/2014	MORONGO BASIN ADVERT - DEC 14	0.00	23.00	
VEN01220	MONJARAS AND WISMEYER GROUP, INC.	12/30/2014	Regular	0.00	700.00	55600
<u>11870</u>	Invoice	12/30/2014	LEGAL SERVICES - EE MATTERS	0.00	700.00	
000236	PAYPRO ADMINISTRATORS	12/30/2014	Regular	0.00	118.74	55601
<u>PPE122614</u>	Invoice	12/30/2014	EE FSA DEDUCTIONS 1-2-15	0.00	118.74	
009880	SOUTHERN CALIFORNIA EDISON CO	12/30/2014	Regular	0.00	2,282.30	55602
<u>SCE1214</u>	Invoice	12/30/2014	POWER TO BLDGS & GEN - DEC 14	0.00	2,282.30	
000290	TFI RESOURCES, INC.	12/30/2014	Regular	0.00	1,299.82	55603
<u>NK703276</u>	Invoice	12/30/2014	TEMPORARY LABOR	0.00	380.58	
<u>NK717700</u>	Invoice	12/30/2014	TEMPORARY LABOR	0.00	474.26	
<u>NK720085</u>	Invoice	12/30/2014	TEMPORARY LABOR	0.00	444.98	
009898	THE GAS COMPANY	12/30/2014	Regular	0.00	397.75	55604
<u>GAS1214</u>	Invoice	12/30/2014	HEAT FOR SHOP - NOV/DEC 14	0.00	397.75	
000510	TIME WARNER CABLE	12/30/2014	Regular	0.00	402.23	55605
<u>TW1214</u>	Invoice	12/30/2014	CABLE & INTERNET - DEC 14	0.00	402.23	
003600	VERIZON CALIFORNIA	12/30/2014	Regular	0.00	723.26	55606
<u>V1214</u>	Invoice	12/30/2014	TELEPHONE (OFFICE) - DEC 14	0.00	723.26	
001517	CalPERS	12/04/2014	Manual	0.00	8,590.28	900478
<u>PPE 11-28-14</u>	Invoice	12/04/2014	PAY PERIOD ENDING 11/28/14	0.00	8,590.28	
000248	PAYCHEX	12/05/2014	Manual	0.00	296.04	900479
<u>240415</u>	Invoice	12/05/2014	PAYROLL PROCESSING FEE	0.00	296.04	
000248	PAYCHEX	12/12/2014	Manual	0.00	70.00	900480
<u>12428247</u>	Invoice	12/12/2014	TIME & LABOR ONLINE USAGE FEE	0.00	70.00	
000248	PAYCHEX	12/19/2014	Manual	0.00	306.80	900481
<u>241778</u>	Invoice	12/19/2014	PAYROLL PROCESSING FEE	0.00	306.80	
001517	CalPERS	12/22/2014	Manual	0.00	8,772.35	900482
<u>PPE 12-12-14</u>	Invoice	12/22/2014	PAY PERIOD ENDING 12/12/14	0.00	8,772.35	
000025	ICMA RC	12/31/2014	Manual	0.00	1,781.10	900483
<u>900483</u>	Invoice	12/31/2014	457 REMITTANCE - DEC 14	0.00	1,781.10	
000025	ICMA RC	12/31/2014	Manual	0.00	1,116.00	900484
<u>900484</u>	Invoice	12/31/2014	457 REMITTANCE - 2014 ER CONT	0.00	1,116.00	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	161	128	0.00	263,531.76
Manual Checks	7	7	0.00	20,932.57
Voided Checks	0	1	0.00	-90.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	168	136	0.00	284,374.33

JOSHUA BASIN WATER DISTRICT

DECEMBER 2014

DIRECTOR PAY

PAY PERIODS: 11/15/2014 - 12/12/2014

Director	Date	Type	Amount	Notes
VICTORIA J FULLER	11/19/2014	Director Pay	173.63	JBWD BOARD MEETING
VICTORIA J FULLER	11/25/2014	UNPAID DIRECTOR	0.00	FINANCE COMMITTEE MEETING
			<u>173.63</u>	
ROBERT JOHNSON	11/25/2014	UNPAID DIRECTOR	0.00	FINANCE COMMITTEE MEETING
			<u>0.00</u>	
MICKEY C LUCKMAN	11/17/2014	UNPAID DIRECTOR	0.00	MWA ASBCSD DINNER
MICKEY C LUCKMAN	11/17/2014	Mileage/Vehicle Expense	82.88	MILES: MWA ASBCSD DINNER
MICKEY C LUCKMAN	11/17/2014	Meals/Lodging	34.00	MWA ASBCSD DINNER
MICKEY C LUCKMAN	11/19/2014	Director Pay	173.63	JBWD BOARD MEETING
MICKEY C LUCKMAN	11/30/2014	Director Pay	173.63	ACWA/JPIA CONFERENCE
MICKEY C LUCKMAN	11/30/2014	Mileage/Vehicle Expense	83.44	MILES TO ACWA/JPIA CONFERENCE
MICKEY C LUCKMAN	12/01/2014	Director Pay	173.63	ACWA/JPIA CONFERENCE
MICKEY C LUCKMAN	12/02/2014	Director Pay	173.63	ACWA/JPIA CONFERENCE
MICKEY C LUCKMAN	12/03/2014	Director Pay	173.63	ACWA/JPIA CONFERENCE
MICKEY C LUCKMAN	12/04/2014	Director Pay	173.63	ACWA/JPIA CONFERENCE
MICKEY C LUCKMAN	12/04/2014	Mileage/Vehicle Expense	83.44	MILES FROM ACWA/JPIA CONFERENCE
			<u>1,325.54</u>	
MICHAEL P REYNOLDS	11/19/2014	Director Pay	173.63	JBWD BOARD MEETING
MICHAEL P REYNOLDS	11/19/2014	Meals/Lodging	21.55	MEALS: JBWD BOARD MEETING
			<u>195.18</u>	
GARY L WILSON	11/19/2014	Director Pay	173.63	JBWD BOARD MEETING
			<u>173.63</u>	
TOTAL			<u>1,867.98</u>	

JOSHUA BASIN WATER DISTRICT
MEETING AGENDA REPORT

Meeting of the Board of Directors

February 4, 2015

Report to: President and Members of the Board

Prepared by: Curt Sauer 

TOPIC: Review of Standing and Ad Hoc Committees

RECOMMENDATION: Recommend the discussion of existing committees and revise committee structure as appropriate

ANALYSIS: The District's Administrative Code, Article 3, Meetings, Section 3.12, Committees, addresses the formation of committees. It reads as follows:

3.12 Committees. The President of the Board from time to time, may establish committees to help carry out the Board's responsibilities. To preserve Board integrity, committees will be used sparingly, only when other methods have been deemed inadequate. Committees will be used so as to minimally interfere with the wholeness of the Board's job.

3.12.01 Committees Not to Represent Board. Board Committees may not speak or act for the Board except when formally given such authority for specific and time-limited purposes. Such authority will be carefully stated in order not to conflict with authority delegated to the General Manager.

3.12.02 Committees to Develop Policy. Board Committees are to help the Board do its job, not to help the staff do its job. Committees will assist the Board chiefly by preparing policy alternatives and implications for Board deliberation. Board Committees are not to be created by the Board to advise staff.

3.12.03 Committees to be Non-Interfering. Board Committees shall not exercise any authority over staff, and in keeping with the Board's focus on the future, Board committees will ordinarily have no direct dealings with Staff operations. Further, the Board will not impede its direct delegation to the General Manager by requiring approval of a Board Committee before an Administrative Action.

President Fuller has expressed an interest in receiving input from the Board and Staff concerning which committees are needed, as well as which Board Members would be interested in participating in which committees. The purpose of this session is to review our committee structure and provide input to the President of the Board.

The District currently has two standing committees which involve Director participation, the Public information committee and the Finance Committee. The Citizen Advisory Committee is also a standing committee, but does not have Director involvement at the current time.

The District has four existing Ad Hoc Committees: JBWD Hospital Wastewater Project, JBWD Mojave Water Agency Integrated Regional Management Plan Project Committee, JBWD Tank Restoration Project, and JBWD Solar Project Review Committee.

None of these committees has a purpose statement.

Staff recommends for consideration:

Public Information Committee: Rename it Legal, Legislative and Public Information committee.

Suggested purpose statement: Addresses issues involving legal matters associated with the District; and regional, state, and federal legislation that could impact the District or our customers. In depth discussions on drought legislation, sustainable groundwater management act, as well as public information program occur here.

Directors: To Be Determined (TBD)

Finance Committee : Rename it Personnel and Finance Committee.

Suggested purpose statement: Reviews issues related to financial matters and issues affecting personnel
Directors TBD

Water Resources and Operations Committee, or a Planning and Operations Committee.

Suggested purpose statement: Reviews issues related to engineering, development, and operations of capital improvement projects and Agency Facilities. Chromium 6 discussions could occur here.

Directors: TBD

Disband all current ad hoc committees:

- a. HDMC Wastewater project - done.
- b. IRWMP project - done
- c. Tank restoration committee The District has a prioritized list of tanks. Additional discussions could be held in the Water resources and Operations committee.
- d. Solar Project review committee - place these discussions within the Water Resources and Operations committee.

FISCAL IMPACT: