



LCWD
Lebec County Water District

PACKET

December 18, 2018

FOR PUBLIC VIEW ONLY

(Please do not remove from office)

13. BOARD/STAFF PROPOSED AGENDA ITEMS

14. ANNOUNCE DATE/TIME OF THE NEXT MEETING

Meeting will be held Tuesday December 11, 2018 @ 6pm

15. ADJOURNMENT

V.P. Hopper made a **MOTION** to adjourn meeting.

Motion SECONDED

Yea: 4(BH, PM, SS, CR)

Nay: 0

Abstain:

0

Board concurs and Motion passes

MEETING WAS ADJOURNED AT 8:40PM

MINUTES
LEBEC COUNTY WATER DISTRICT
SPECIAL MEETING OF THE BOARD OF DIRECTORS
FRIDAY NOVEMBER 30, 2018
4:00PM

CALL THE MEETING TO ORDER/ROLL CALL/MOMENT OF SILENCE/FLAG SALUTE

MEETING BEGAN AT 4:05PM

All Directors present (BH, SS, PM, CR, DC)

1. PUBLIC PRESENTATIONS:

PLEASE LIMIT ANY PRESENTATIONS OR ANNOUNCEMENTS TO THREE (3) MINUTES PER PERSON. THIS PORTION OF THE MEETING IS RESERVED FOR PERSONS TO ADDRESS THE BOARD OF DIRECTORS ON ANY MATTER NOT ON THE AGENDA, BUT UNDER THE JURISDICTION OF THE BOARD. BOARD MEMBERS MAY RESPOND BRIEFLY TO STATEMENTS MADE OR QUESTIONS POSED. THEY MAY ASK A QUESTION FOR CLARIFICATION MAKE A REFERRAL TO STAFF FOR FACTUAL INFORMATION OR REQUEST STAFF TO REPORT BACK TO THE BOARD AT A LATER MEETING. ALSO, THE BOARD MAY TAKE ACTION TO DIRECT STAFF TO PLACE A MATTER OF BUSINESS ON A FUTURE AGENDA.

3. CLOSED SESSION: Gov't code 54954.2

- a. ANNOUNCE TO MOVE TO CLOSED SESSION-Gov't code 54957.7(a)
- b. EMPLOYEE EVALUATION-DISCUSSION AND APPROPRIATE ACTION – Gov't code 4464
- c. CONVENE TO OPEN SESSION-Gov't code 54957.7

V.P Hopper made a MOTION to move to closed session.

Motion SECONDED

Yea: 5(BH, SS, PM, CR, DC) Nay: 0 Abstain: 0
Board concurs and Motion passes.

V.P. Hopper made a MOTION to move to open session.

Motion SECONDED

Yea: 5(BH, SS, PM, CR, DC) Nay: 0 Abstain: 0
Board concurs and Motion passes.

4. OPEN SESSION

- a. ANNOUNCE ACTIONS TAKEN –Gov't code 54957.7

President Stern made a MOTION to terminate Water Operations Supervisor Michael Hightower.

Motion SECONDED

Yea: 5(BH, SS, PM, CR, DC) Nay: 0 Abstain: 0
Board concurs and Motion passes.

V.P Hopper made a MOTION to adjourn.

Motion SECONDED

Yea: 5(BH, PM, SS, CR, DC) Nay: 0 Abstain: 0
Board concurs and Motion passes.

MEETING WAS ADJOURNED AT 5:42pm

9:41 AM

12/13/18

LEBEC COUNTY WATER DISTRICT
Reconciliation Summary
1020 · Lebec Co Water Dist. - Checking, Period Ending 11/30/2018

	<u>Nov 30, 18</u>
Beginning Balance	91,865.01
Cleared Transactions	
Checks and Payments - 71 ite...	-68,059.86
Deposits and Credits - 27 items	39,676.62
Total Cleared Transactions	<u>-28,383.24</u>
Cleared Balance	<u><u>63,481.77</u></u>
Uncleared Transactions	
Checks and Payments - 12 ite...	-4,057.87
Total Uncleared Transactions	<u>-4,057.87</u>
Register Balance as of 11/30/2018	<u><u>59,423.90</u></u>
New Transactions	
Checks and Payments - 9 items	-10,440.47
Total New Transactions	<u>-10,440.47</u>
Ending Balance	<u><u>48,983.43</u></u>

9:00 AM

12/13/18

LEBEC COUNTY WATER DISTRICT
Reconciliation Summary
1040 - Grant Checking Account, Period Ending 11/30/2018

	<u>Nov 30, 18</u>
Beginning Balance	25.00
Cleared Transactions	
Checks and Payments - 1 it...	-1,122.00
Deposits and Credits - 2 ite...	9,742.45
	<u>8,620.45</u>
Total Cleared Transactions	8,620.45
Cleared Balance	<u><u>8,645.45</u></u>
Uncleared Transactions	
Checks and Payments - 1 it...	-5,901.65
	<u>-5,901.65</u>
Total Uncleared Transactions	-5,901.65
Register Balance as of 11/30/2018	<u><u>2,743.80</u></u>
Ending Balance	2,743.80

LEBEC COUNTY WATER DISTRICT

Reconciliation Detail

1020 · Lebec Co Water Dist. - Checking, Period Ending 11/30/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						91,865.01
Cleared Transactions						
Checks and Payments - 71 items						
Bill Pmt -Check	09/19/2018	8682	Stern, Samuel	X	-100.00	-100.00
Bill Pmt -Check	10/04/2018	8710	Stern, Samuel	X	-100.00	-200.00
Bill Pmt -Check	10/15/2018	8725	Jonathan Barnes	X	-715.00	-915.00
Bill Pmt -Check	10/15/2018	8734	Stern, Samuel	X	-100.00	-1,015.00
Liability Check	10/22/2018	8739	Wells Fargo IRA	X	-387.54	-1,402.54
Check	10/22/2018	8741	Ca State Disburs...	X	-199.38	-1,601.92
Check	10/22/2018	8740	FTB	X	-129.37	-1,731.29
Bill Pmt -Check	10/31/2018	8757	Santana's Pumping	X	-26,843.00	-28,574.29
Bill Pmt -Check	10/31/2018	8751	Trevino, Timothy	X	-2,500.00	-31,074.29
Bill Pmt -Check	10/31/2018	8747	Core & Main	X	-1,318.49	-32,392.78
Bill Pmt -Check	10/31/2018	8749	Santana's Pumping	X	-1,192.50	-33,585.28
Bill Pmt -Check	10/31/2018	8746	Blue Shield	X	-1,022.29	-34,607.57
Bill Pmt -Check	10/31/2018	8753	Wainright Emilie	X	-1,000.00	-35,607.57
Bill Pmt -Check	10/31/2018	8750	SCE 2-03-200-81...	X	-928.44	-36,536.01
Bill Pmt -Check	10/31/2018	8748	P & J Electric Inc	X	-384.45	-36,920.46
Check	10/31/2018	8763	AFLAC	X	-203.74	-37,124.20
Bill Pmt -Check	10/31/2018	8742	3D Imaging Syste...	X	-170.24	-37,294.44
Bill Pmt -Check	10/31/2018	8752	Verizon Wireless	X	-106.87	-37,401.31
Bill Pmt -Check	10/31/2018	8754	Wells Fargo Bank	X	-96.53	-37,497.84
Bill Pmt -Check	10/31/2018	8745	AUS Aramark	X	-81.28	-37,579.12
Bill Pmt -Check	10/31/2018	8744	AT&T Uverse	X	-80.00	-37,659.12
Bill Pmt -Check	10/31/2018	8743	Ability Answering ...	X	-47.78	-37,706.90
Paycheck	11/05/2018	8759	Jessica Carroll	X	-2,096.74	-39,803.64
Paycheck	11/05/2018	8760	Michael D Highto...	X	-1,942.14	-41,745.78
Liability Check	11/05/2018	E-pay	EFTPS	X	-1,667.48	-43,413.26
Paycheck	11/05/2018	8758	Javier T Rodriguez	X	-946.31	-44,359.57
Liability Check	11/05/2018	E-pay	EDD	X	-294.58	-44,654.15
Check	11/05/2018	8761	Ca State Disburs...	X	-199.38	-44,853.53
Check	11/05/2018	8762	FTB	X	-22.15	-44,875.68
Bill Pmt -Check	11/08/2018	8768	CSDA	X	-1,651.00	-46,526.68
Bill Pmt -Check	11/08/2018	8766	Ca Bank-Visa	X	-1,553.99	-48,080.67
Bill Pmt -Check	11/08/2018	8772	State Compensat...	X	-981.51	-49,062.18
Bill Pmt -Check	11/08/2018	8774	West Coast Truc...	X	-594.00	-49,656.18
Bill Pmt -Check	11/08/2018	8765	BC Laboratories	X	-542.50	-50,198.68
Bill Pmt -Check	11/08/2018	8776	Lewis & Associates	X	-450.00	-50,648.68
Bill Pmt -Check	11/08/2018	8764	At&T Office	X	-174.52	-50,823.20
Bill Pmt -Check	11/08/2018	8775	Anthem Blue Cross	X	-157.28	-50,980.48
Bill Pmt -Check	11/08/2018	8769	Kern County Envi...	X	-125.00	-51,105.48
Bill Pmt -Check	11/08/2018	8773	STREAMLINE	X	-75.00	-51,180.48
Bill Pmt -Check	11/08/2018	8771	SCE 2-36-538-21...	X	-58.17	-51,238.65
Bill Pmt -Check	11/08/2018	8770	Price Disposal	X	-42.33	-51,280.98
Bill Pmt -Check	11/08/2018	8767	Cash	X	-16.05	-51,297.03
Bill Pmt -Check	11/19/2018	8792	PGE5159	X	-2,129.16	-53,426.19
Paycheck	11/19/2018	8778	Jessica Carroll	X	-2,096.74	-55,522.93
Paycheck	11/19/2018	8779	Michael D Highto...	X	-2,065.24	-57,588.17
Liability Check	11/19/2018	E-pay	EFTPS	X	-1,813.68	-59,401.85
Paycheck	11/19/2018	8777	Javier T Rodriguez	X	-1,150.86	-60,552.71
Bill Pmt -Check	11/19/2018	8798	RVS Software	X	-760.69	-61,313.40
Bill Pmt -Check	11/19/2018	8794	PGE8279	X	-756.71	-62,070.11
Bill Pmt -Check	11/19/2018	8799	State Compensat...	X	-639.43	-62,709.54
Bill Pmt -Check	11/19/2018	8789	Law Offices of Da...	X	-621.00	-63,330.54
Bill Pmt -Check	11/19/2018	8796	Professional Elec...	X	-509.43	-63,839.97
Liability Check	11/19/2018	8783	Wells Fargo IRA	X	-419.22	-64,259.19
Liability Check	11/19/2018	E-pay	EFTPS	X	-342.70	-64,601.89
Liability Check	11/19/2018	E-pay	EDD	X	-337.03	-64,938.92
Check	11/19/2018	8785	AFLAC	X	-203.74	-65,142.66
Check	11/19/2018	8784	Ca State Disburs...	X	-199.38	-65,342.04
Bill Pmt -Check	11/19/2018	8790	Maillis, Patricia E	X	-100.00	-65,442.04
Bill Pmt -Check	11/19/2018	8802	Wells Fargo Bank	X	-96.53	-65,538.57
Bill Pmt -Check	11/19/2018	8787	At&T Office	X	-89.25	-65,627.82
Bill Pmt -Check	11/19/2018	8788	AUS	X	-81.28	-65,709.10
Bill Pmt -Check	11/19/2018	8786	Ability Answering ...	X	-66.21	-65,775.31
Bill Pmt -Check	11/19/2018	8795	Pitney Bowes/Re...	X	-64.19	-65,839.50
Liability Check	11/19/2018	E-pay	EDD	X	-26.22	-65,865.72
Bill Pmt -Check	11/19/2018	8791	PGE4923	X	-21.69	-65,887.41

LEBEC COUNTY WATER DISTRICT

Reconciliation Detail

1020 · Lebec Co Water Dist. - Checking, Period Ending 11/30/2018

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	11/19/2018	8793	PGE5230	X	-21.03	-65,908.44
Paycheck	11/21/2018	8782	Michael D Highto...	X	-578.55	-66,486.99
Paycheck	11/21/2018	8781	Jessica Carroll	X	-554.39	-67,041.38
Paycheck	11/21/2018	8780	Javier T Rodriguez	X	-543.48	-67,584.86
Check	11/30/2018		QuickBooks Payr...	X	-450.00	-68,034.86
Check	11/30/2018			X	-25.00	-68,059.86
Total Checks and Payments					-68,059.86	-68,059.86
Deposits and Credits - 27 items						
Bill Pmt -Check	10/30/2018		Per CPa	X	0.00	0.00
Deposit	11/02/2018			X	600.00	600.00
Deposit	11/07/2018			X	200.03	800.03
Deposit	11/07/2018			X	3,253.62	4,053.65
Deposit	11/14/2018			X	8,315.52	12,369.17
Deposit	11/16/2018			X	40.01	12,409.18
Deposit	11/16/2018			X	44.01	12,453.19
Deposit	11/16/2018			X	51.51	12,504.70
Deposit	11/16/2018			X	90.98	12,595.68
Deposit	11/16/2018			X	148.34	12,744.02
Deposit	11/16/2018			X	256.55	13,000.57
Deposit	11/16/2018			X	280.00	13,280.57
Deposit	11/16/2018			X	546.31	13,826.88
Deposit	11/19/2018			X	452.62	14,279.50
Deposit	11/19/2018			X	4,724.97	19,004.47
Deposit	11/21/2018			X	40.01	19,044.48
Deposit	11/21/2018			X	251.89	19,296.37
Deposit	11/21/2018			X	472.02	19,768.39
Deposit	11/21/2018			X	7,787.83	27,556.22
Deposit	11/28/2018			X	143.83	27,700.05
Deposit	11/28/2018			X	193.03	27,893.08
Deposit	11/28/2018			X	236.57	28,129.65
Deposit	11/28/2018			X	1,550.98	29,680.63
Deposit	11/28/2018			X	2,093.11	31,773.74
Check	11/30/2018	8783	Void	X	0.00	31,773.74
Deposit	11/30/2018			X	100.00	31,873.74
Deposit	11/30/2018			X	7,802.88	39,676.62
Total Deposits and Credits					39,676.62	39,676.62
Total Cleared Transactions					-28,383.24	-28,383.24
Cleared Balance					-28,383.24	63,481.77
Uncleared Transactions						
Checks and Payments - 12 items						
Bill Pmt -Check	01/19/2018	8304	Vince Stanton		-60.00	-60.00
Bill Pmt -Check	11/19/2018	8801	Wainright Emilie		-1,000.00	-1,060.00
Bill Pmt -Check	11/19/2018	8800	Stern, Samuel		-100.00	-1,160.00
Bill Pmt -Check	11/19/2018	8797	Radusch, Carl		-100.00	-1,260.00
Bill Pmt -Check	11/30/2018	8812	Blue Shield		-1,022.29	-2,282.29
Bill Pmt -Check	11/30/2018	8813	SCE 2-03-200-81...		-728.77	-3,011.06
Bill Pmt -Check	11/30/2018	8816	West Coast Truc...		-324.00	-3,335.06
Bill Pmt -Check	11/30/2018	8810	Amber Chemical ...		-257.40	-3,592.46
Bill Pmt -Check	11/30/2018	8811	At&T Office		-173.70	-3,766.16
Bill Pmt -Check	11/30/2018	8809	3D Imaging Syste...		-109.84	-3,876.00
Bill Pmt -Check	11/30/2018	8815	Verizon Wireless		-106.87	-3,982.87
Bill Pmt -Check	11/30/2018	8814	STREAMLINE		-75.00	-4,057.87
Total Checks and Payments					-4,057.87	-4,057.87
Total Uncleared Transactions					-4,057.87	-4,057.87
Register Balance as of 11/30/2018					-32,441.11	59,423.90

LEBEC COUNTY WATER DISTRICT

Reconciliation Detail

1020 - Lebec Co Water Dist. - Checking, Period Ending 11/30/2018

Type	Date	Num	Name	Cir	Amount	Balance
New Transactions						
Checks and Payments - 9 items						
Paycheck	12/03/2018	8804	Michael D Hight...		-3,437.16	-3,437.16
Paycheck	12/03/2018	8806	Jessica Carroll		-2,096.73	-5,533.89
Liability Check	12/03/2018	E-pay	EFTPS		-1,619.54	-7,153.43
Paycheck	12/03/2018	8805	Javier T Rodriguez		-1,172.51	-8,325.94
Liability Check	12/03/2018	E-pay	EFTPS		-1,106.98	-9,432.92
Liability Check	12/03/2018	E-pay	EDD		-429.53	-9,862.45
Check	12/03/2018	8808	AFLAC		-203.74	-10,066.19
Check	12/03/2018	8807	Ca State Disburs...		-199.38	-10,265.57
Liability Check	12/03/2018	E-pay	EDD		-174.90	-10,440.47
Total Checks and Payments					-10,440.47	-10,440.47
Total New Transactions					-10,440.47	-10,440.47
Ending Balance					-42,881.58	48,983.43

9:00 AM

12/13/18

LEBEC COUNTY WATER DISTRICT
Reconciliation Detail
1040 · Grant Checking Account, Period Ending 11/30/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						25.00
Cleared Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	11/19/2018	131	CS & Associates ...	X	-1,122.00	-1,122.00
Total Checks and Payments					-1,122.00	-1,122.00
Deposits and Credits - 2 items						
Deposit	11/28/2018			X	2,718.80	2,718.80
Deposit	11/30/2018			X	7,023.65	9,742.45
Total Deposits and Credits					9,742.45	9,742.45
Total Cleared Transactions					8,620.45	8,620.45
Cleared Balance					8,620.45	8,645.45
Uncleared Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	11/19/2018	132	Provost & Prichar...		-5,901.65	-5,901.65
Total Checks and Payments					-5,901.65	-5,901.65
Total Uncleared Transactions					-5,901.65	-5,901.65
Register Balance as of 11/30/2018					2,718.80	2,743.80
Ending Balance					2,718.80	2,743.80

LEBEC COUNTY WATER DISTRICT

Profit & Loss YTD Comparison

12/13/18

Accrual Basis

November 2018

	Nov 18	Jul - Nov 18
Ordinary Income/Expense		
Income		
4000 · Operating Revenue		
4010 · Commercial	19,661.80	106,114.84
4040 · Residential	12,308.09	75,635.91
4100 · Kern Co Tax Income	0.00	4,041.01
4120 · Surplus Water	1,951.87	5,761.21
4130 · Will Serve	88.16	473.86
4140 · Late Charges & Customer Charg...	1,278.55	7,486.60
4000 · Operating Revenue - Other	1,550.98	1,550.98
Total 4000 · Operating Revenue	36,839.45	201,064.41
Total Income	36,839.45	201,064.41
Expense		
6020 · Auto Expense		
6022 · Gas	449.62	2,550.40
6028 · Repairs		
6028.1 · GMC	6.96	1,050.43
Total 6028 · Repairs	6.96	1,050.43
6030 · Service		
6030.1 · Dodge Service	0.00	314.04
6030.2 · Gmc Service	10.00	381.45
Total 6030 · Service	10.00	695.49
Total 6020 · Auto Expense	466.58	4,296.32
6040 · Bank Service Charge	25.00	125.00
6050 · Compensation of Board	600.00	2,000.00
6065 · Depreciation	3,925.75	19,628.75
6070 · Dues & Subscriptions	75.00	1,991.00
6075 · Education	0.00	263.00
6090 · Equipment Rental	160.72	3,535.90
6095 · Fees and Permits	0.00	280.00
6110 · Insurance		
6112 · Insurance - AFLAC	0.00	0.00
6113 · Medical Insurance	1,179.57	6,016.80
6115 · Business Insurance	737.25	4,423.50
6120 · Workers Compensation Insurance	639.43	3,936.94
Total 6110 · Insurance	2,556.25	14,377.24
6130 · Maintenance		
6135 · Maintenance Services-System	0.00	6,534.81
6140 · Maintenance Supplies	300.21	5,807.54
Total 6130 · Maintenance	300.21	12,342.35
6145 · Meals & Entertainment	0.00	183.00
6155 · Office Expense		
6170 · Answering Service	66.21	211.25
6175 · Office Repair	109.84	639.47
6180 · Signage	29.52	29.52

LEBEC COUNTY WATER DISTRICT

Profit & Loss YTD Comparison

November 2018

	Nov 18	Jul - Nov 18
6182 · Supplies-GSA	0.00	102.28
6185 · Supplies	303.72	981.12
6186 · Rugs	162.56	528.32
Total 6155 · Office Expense	671.85	2,491.96
6205 · Outside Services	324.00	1,993.50
6210 · Payroll Expenses	420.91	2,794.49
6215 · Payroll - Gross Wages	16,279.08	70,936.25
6235 · Payroll Service Fees	450.00	474.00
6245 · Postage	618.15	1,660.24
6250 · Professional Fees		
6255 · Accounting / Bookkeeping	450.00	2,400.00
6260 · Audit	0.00	6,625.00
6270 · Legal	813.50	1,193.00
Total 6250 · Professional Fees	1,263.50	10,218.00
6290 · Rent	1,000.00	6,000.00
6310 · Software System	580.00	679.99
6315 · Taxes		
6320 · Payroll Taxes	1,220.93	6,287.48
6325 · Property Tax	0.00	110.89
Total 6315 · Taxes	1,220.93	6,398.37
6340 · Telephone	369.82	1,821.85
6345 · Travel	0.00	441.93
6352 · Uniforms	0.00	164.99
6355 · Utilities - Office		
6360 · Electric	0.00	332.87
6365 · Gas	11.56	11.56
6370 · Trash	0.00	211.65
Total 6355 · Utilities - Office	11.56	556.08
6375 · Utilities - Pumps		
6380 · Electric	3,657.36	19,635.22
Total 6375 · Utilities - Pumps	3,657.36	19,635.22
6390 · Water Test	287.50	1,895.00
Total Expense	35,264.17	187,184.43
Net Ordinary Income	1,575.28	13,879.98
Other Income/Expense		
Other Income		
9000 · Interest Income	0.00	19.18
9015 · Grant Income	9,742.45	9,153.88
Total Other Income	9,742.45	9,173.06
Other Expense		
9016 · Grant Expense	7,023.65	7,155.97

12:14 PM

12/13/18

Accrual Basis

LEBEC COUNTY WATER DISTRICT Profit & Loss YTD Comparison

November 2018

	Nov 18	Jul - Nov 18
Total Other Expense	<u>7,023.65</u>	<u>7,155.97</u>
Net Other Income	<u>2,718.80</u>	<u>2,017.09</u>
Net Income	<u><u>4,294.08</u></u>	<u><u>15,897.07</u></u>

LEBEC COUNTY WATER DISTRICT

Balance Sheet

As of November 30, 2018

	Nov 30, 18
ASSETS	
Current Assets	
Checking/Savings	
1011 - Customer Change Petty Ca	300.00
1020 - Lebec Co Water Dist. - Checki...	59,423.90
1040 - Grant Checking Account	2,743.80
1080 - Savings	
1081 - Emergency Fund Reserve	120,000.00
1080 - Savings - Other	505,181.11
Total 1080 - Savings	625,181.11
Total Checking/Savings	687,648.81
Accounts Receivable	
1200 - Accounts Receivable	36,938.34
Total Accounts Receivable	36,938.34
Other Current Assets	
1260 - Bad Debt Loss A/R	-231.55
1360 - Prepaid Insurance	4,423.50
Total Other Current Assets	4,191.95
Total Current Assets	728,779.10
Fixed Assets	
1290 - Grants Receivable	14,038.00
1400 - Fixed Assets	
1410 - Land	15,521.00
1425 - C-Train Storage Unit	4,440.15
1430 - Office Equipment	4,352.00
1435 - JW/Lebec Rd Mainline	40,400.00
1440 - RVS Software	2,800.00
1450 - 2011 Dodge Truck	36,179.75
1460 - 2012 Chevy Truck	17,544.00
1470 - Soft Start Well	7,975.00
1480 - Used Welder	2,600.00
1495 - Generator	8,225.00
1500 - Other Equipment	8,250.00
1530 - Inventory	43,629.59
1590 - Lebec Well Motor Pump	10,109.35
1600 - Pumps & Wells	154,313.40
1601 - Chimney Cyn Pump Motor	10,982.70
1602 - Pump Equipment	36,932.00
1610 - Tanks	306,208.72
1615 - Tank Ladders	6,972.00
1620 - Transmission & Distribution	636,423.00
1630 - Tools	2,220.73
1631 - Portable Pump	1,864.00
1690 - Accumulated Depreciation	-910,364.08
Total 1400 - Fixed Assets	447,578.31
Total Fixed Assets	461,616.31

LEBEC COUNTY WATER DISTRICT

Balance Sheet

As of November 30, 2018

	Nov 30, 18
Other Assets	
1800 · Deposits	1,000.00
Total Other Assets	1,000.00
TOTAL ASSETS	1,191,395.41
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts Payable	2,152.93
Total Accounts Payable	2,152.93
Other Current Liabilities	
2030 · Surplus Water Deposits	2,060.00
2110 · Direct Deposit Liabilities	288.24
2300 · Payroll Liabilities	
2310 · Federal Withholding	-0.11
2320 · FICA	-0.45
2330 · State Withholding	0.41
2350 · SUTA	0.07
2360 · SDI	-0.14
2300 · Payroll Liabilities - Other	3,381.42
Total 2300 · Payroll Liabilities	3,381.20
Total Other Current Liabilities	5,729.44
Total Current Liabilities	7,882.37
Total Liabilities	7,882.37
Equity	
3290 · Fund Balance -Net Assets	797,919.12
3300 · Retained Earnings	333,578.85
3310 · Prior Period Adjustment	36,118.00
Net Income	15,897.07
Total Equity	1,183,513.04
TOTAL LIABILITIES & EQUITY	1,191,395.41

A/P Aging Detail

As of December 13, 2018

<u>Name</u>	<u>Memo</u>	<u>Open Balance</u>
Current		
Stern, Samuel	6050 board stipend	100.00
Radusch,Carl	6050 board stipend	100.00
Maillis, Patricia E	6050 board stipend	100.00
AUS	6186 rugs	40.64
AUS	6186 rugs	40.64
BC Laboratories	6390 testing fees	287.50
Crown Trophy	6180 sign	29.52
Law Offices of Da...	6270 legal fees personnel related	192.50
Gas Company	6365 office 6365- Acct# 046016...	11.56
Ca Bank-Visa	credit card	1,250.57
3D Imaging Syste...		109.84
Amber Chemical Inc		257.40
At&T Office		173.70
Blue Shield	6113 Acct# W00886361000 me...	1,022.29
SCE 2-03-200-8187		728.77
STREAMLINE	6070 website maint	75.00
Verizon Wireless		106.87
West Coast Truck ...		324.00
Professional Elect...	2030/4120 refund overpayment ...	509.43
Ability Answering ...	6170 answering service	66.21
AUS	6186 rugs	81.28
At&T Office	6340 office phone	89.25
Law Offices of Da...	6270 legal	621.00
PGE5159	6380 State Well Pump Electrici...	2,129.16
PGE5230	6380 Landfill Rd Booster Electr...	21.03
PGE8279	6380 Lebec Well Pump Electrici...	756.71
PGE4923	6380 Ridge Route Pump	21.69
Pitney Bowes/Ren...	6090 postage machine rental	64.19
RVS Software	6310 software	580.00
RVS Software	6185 billing stmts	180.69
Wells Fargo Bank	6090 copier lease	96.53
Wainright Emilie	6290 rent	1,000.00
Stern, Samuel	6050 board stipend	100.00
Radusch,Carl	6050 board stipend	100.00
Maillis, Patricia E	6050 board stipend	100.00
State Compensati...	6120 per audit	639.43
Provost & Prichar...	9016 SDWSRF Grant Claim 18 ...	5,901.65
CS & Associates I...	labor compliance claim 18 9016	1,122.00
Anthem Blue Cross	6113 Group number J06447	157.28
Lewis & Associates	6255 bookkeeping	450.00

TOTAL

19738.33

LEBEC COUNTY WATER DISTRICT

Profit & Loss Prev Year Comparison

12/13/18

Accrual Basis

November 2018

	Nov 18	Nov 17	\$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · Operating Revenue				
4010 · Commercial	19,661.80	20,355.68	-693.88	-3.4%
4040 · Residential	12,308.09	12,007.80	300.29	2.5%
4060 · Rent Income	0.00	712.87	-712.87	-100.0%
4100 · Kern Co Tax Income	0.00	1,463.93	-1,463.93	-100.0%
4120 · Surplus Water	1,951.87	769.14	1,182.73	153.8%
4130 · Will Serve	88.16	132.24	-44.08	-33.3%
4140 · Late Charges & Customer Charg...	1,278.55	1,125.59	152.96	13.6%
4000 · Operating Revenue - Other	1,550.98	0.00	1,550.98	100.0%
Total 4000 · Operating Revenue	36,839.45	36,567.25	272.20	0.7%
Total Income	36,839.45	36,567.25	272.20	0.7%
Expense				
6020 · Auto Expense				
6022 · Gas	449.62	291.08	158.54	54.5%
6028 · Repairs				
6028.1 · GMC	6.96	0.00	6.96	100.0%
6028.3 · BACKHOE	0.00	1,635.64	-1,635.64	-100.0%
Total 6028 · Repairs	6.96	1,635.64	-1,628.68	-99.6%
6030 · Service				
6030.2 · Gmc Service	10.00	0.00	10.00	100.0%
Total 6030 · Service	10.00	0.00	10.00	100.0%
Total 6020 · Auto Expense	466.58	1,926.72	-1,460.14	-75.8%
6040 · Bank Service Charge	25.00	25.00	0.00	0.0%
6050 · Compensation of Board	600.00	300.00	300.00	100.0%
6065 · Depreciation	3,925.75	4,547.00	-621.25	-13.7%
6070 · Dues & Subscriptions	75.00	105.00	-30.00	-28.6%
6090 · Equipment Rental	160.72	110.59	50.13	45.3%
6110 · Insurance				
6112 · Insurance - AFLAC	0.00	0.00	0.00	0.0%
6113 · Medical Insurance	1,179.57	1,356.54	-176.97	-13.1%
6115 · Business Insurance	737.25	732.08	5.17	0.7%
6120 · Workers Compensation Insurance	639.43	579.00	60.43	10.4%
Total 6110 · Insurance	2,556.25	2,667.62	-111.37	-4.2%
6130 · Maintenance				
6135 · Maintenance Services-System	0.00	3,817.50	-3,817.50	-100.0%
6140 · Maintenance Supplies	300.21	117.28	182.93	156.0%
Total 6130 · Maintenance	300.21	3,934.78	-3,634.57	-92.4%
6155 · Office Expense				
6170 · Answering Service	66.21	60.00	6.21	10.4%
6175 · Office Repair	109.84	123.67	-13.83	-11.2%
6180 · Signage	29.52	0.00	29.52	100.0%
6185 · Supplies	303.72	263.76	39.96	15.2%

LEBEC COUNTY WATER DISTRICT Profit & Loss Prev Year Comparison

12/13/18

Accrual Basis

November 2018

	Nov 18	Nov 17	\$ Change	% Change
6186 · Rugs	162.56	0.00	162.56	100.0%
Total 6155 · Office Expense	671.85	447.43	224.42	50.2%
6205 · Outside Services	324.00	45.00	279.00	620.0%
6210 · Payroll Expenses	420.91	0.00	420.91	100.0%
6215 · Payroll - Gross Wages	16,279.08	13,966.27	2,312.81	16.6%
6235 · Payroll Service Fees	450.00	396.00	54.00	13.6%
6245 · Postage	618.15	46.13	572.02	1,240.0%
6250 · Professional Fees				
6255 · Accounting / Bookkeeping	450.00	450.00	0.00	0.0%
6260 · Audit	0.00	7,500.00	-7,500.00	-100.0%
6270 · Legal	813.50	0.00	813.50	100.0%
Total 6250 · Professional Fees	1,263.50	7,950.00	-6,686.50	-84.1%
6290 · Rent	1,000.00	800.00	200.00	25.0%
6310 · Software System	580.00	580.00	0.00	0.0%
6315 · Taxes				
6320 · Payroll Taxes	1,220.93	1,047.46	173.47	16.6%
Total 6315 · Taxes	1,220.93	1,047.46	173.47	16.6%
6340 · Telephone	369.82	362.13	7.69	2.1%
6342 · Tools	0.00	32.15	-32.15	-100.0%
6352 · Uniforms	0.00	110.18	-110.18	-100.0%
6355 · Utilities - Office				
6365 · Gas	11.56	23.40	-11.84	-50.6%
6370 · Trash	0.00	84.66	-84.66	-100.0%
Total 6355 · Utilities - Office	11.56	108.06	-96.50	-89.3%
6375 · Utilities - Pumps				
6380 · Electric	3,657.36	3,538.52	118.84	3.4%
Total 6375 · Utilities - Pumps	3,657.36	3,538.52	118.84	3.4%
6390 · Water Test	287.50	7.50	280.00	3,733.3%
Total Expense	35,264.17	43,053.54	-7,789.37	-18.1%
Net Ordinary Income	1,575.28	-6,486.29	8,061.57	124.3%
Other Income/Expense				
Other Income				
9015 · Grant Income	9,742.45	0.00	9,742.45	100.0%
Total Other Income	9,742.45	0.00	9,742.45	100.0%
Other Expense				
9016 · Grant Expense	7,023.65	0.00	7,023.65	100.0%
Total Other Expense	7,023.65	0.00	7,023.65	100.0%
Net Other Income	2,718.80	0.00	2,718.80	100.0%
Net Income	4,294.08	-6,486.29	10,780.37	166.2%

LEBEC COUNTY WATER DISTRICT

Profit & Loss Prev Year Comparison

12/13/18

Accrual Basis

July through November 2018

	Jul - Nov 18	Jul - Nov 17	\$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · Operating Revenue				
4010 · Commercial	106,114.84	102,575.13	3,539.71	3.5%
4040 · Residential	75,635.91	69,736.31	5,899.60	8.5%
4060 · Rent Income	0.00	3,524.92	-3,524.92	-100.0%
4100 · Kern Co Tax Income	4,041.01	5,883.95	-1,842.94	-31.3%
4120 · Surplus Water	5,761.21	6,005.21	-244.00	-4.1%
4130 · Will Serve	473.86	661.20	-187.34	-28.3%
4140 · Late Charges & Customer Charg...	7,486.60	7,736.58	-249.98	-3.2%
4000 · Operating Revenue - Other	1,550.98	0.00	1,550.98	100.0%
Total 4000 · Operating Revenue	201,064.41	196,123.30	4,941.11	2.5%
Total Income	201,064.41	196,123.30	4,941.11	2.5%
Expense				
6010 · Advertising	0.00	132.00	-132.00	-100.0%
6020 · Auto Expense				
6022 · Gas	2,550.40	1,873.62	676.78	36.1%
6028 · Repairs				
6028.1 · GMC	1,050.43	194.71	855.72	439.5%
6028.2 · DODGE	0.00	80.00	-80.00	-100.0%
6028.3 · BACKHOE	0.00	1,635.64	-1,635.64	-100.0%
Total 6028 · Repairs	1,050.43	1,910.35	-859.92	-45.0%
6030 · Service				
6030.1 · Dodge Service	314.04	166.86	147.18	88.2%
6030.2 · Gmc Service	381.45	166.86	214.59	128.6%
Total 6030 · Service	695.49	333.72	361.77	108.4%
Total 6020 · Auto Expense	4,296.32	4,117.69	178.63	4.3%
6040 · Bank Service Charge	125.00	165.00	-40.00	-24.2%
6050 · Compensation of Board	2,000.00	2,100.00	-100.00	-4.8%
6060 · Contracted Maintenance Services	0.00	1,965.68	-1,965.68	-100.0%
6065 · Depreciation	19,628.75	23,072.23	-3,443.48	-14.9%
6070 · Dues & Subscriptions	1,991.00	135.00	1,856.00	1,374.8%
6075 · Education	263.00	1,020.60	-757.60	-74.2%
6090 · Equipment Rental	3,535.90	496.71	3,039.19	611.9%
6095 · Fees and Permits	280.00	250.00	30.00	12.0%
6110 · Insurance				
6112 · Insurance - AFLAC	0.00	0.00	0.00	0.0%
6113 · Medical Insurance	6,016.80	9,060.84	-3,044.04	-33.6%
6115 · Business Insurance	4,423.50	3,660.40	763.10	20.9%
6120 · Workers Compensation Insurance	3,936.94	3,872.63	64.31	1.7%
Total 6110 · Insurance	14,377.24	16,593.87	-2,216.63	-13.4%
6130 · Maintenance				
6135 · Maintenance Services-System	6,534.81	13,199.00	-6,664.19	-50.5%
6140 · Maintenance Supplies	5,807.54	5,058.39	749.15	14.8%
Total 6130 · Maintenance	12,342.35	18,257.39	-5,915.04	-32.4%

LEBEC COUNTY WATER DISTRICT

Profit & Loss Prev Year Comparison

12/13/18

Accrual Basis

July through November 2018

	Jul - Nov 18	Jul - Nov 17	\$ Change	% Change
6145 · Meals & Entertainment	183.00	120.00	63.00	52.5%
6155 · Office Expense				
6160 · Computer	0.00	132.96	-132.96	-100.0%
6170 · Answering Service	211.25	160.35	50.90	31.7%
6175 · Office Repair	639.47	704.74	-65.27	-9.3%
6180 · Signage	29.52	0.00	29.52	100.0%
6182 · Supplies-GSA	102.28	0.00	102.28	100.0%
6185 · Supplies	981.12	728.22	252.90	34.7%
6186 · Rugs	528.32	0.00	528.32	100.0%
Total 6155 · Office Expense	2,491.96	1,726.27	765.69	44.4%
6205 · Outside Services	1,993.50	1,827.00	166.50	9.1%
6210 · Payroll Expenses	2,794.49	0.00	2,794.49	100.0%
6215 · Payroll - Gross Wages	70,936.25	59,785.11	11,151.14	18.7%
6235 · Payroll Service Fees	474.00	426.00	48.00	11.3%
6245 · Postage	1,660.24	755.09	905.15	119.9%
6250 · Professional Fees				
6255 · Accounting / Bookkeeping	2,400.00	2,350.00	50.00	2.1%
6260 · Audit	6,625.00	7,500.00	-875.00	-11.7%
6270 · Legal	1,193.00	346.00	847.00	244.8%
Total 6250 · Professional Fees	10,218.00	10,196.00	22.00	0.2%
6290 · Rent	6,000.00	4,800.00	1,200.00	25.0%
6300 · Repairs & Maintenance				
6301 · Repairs				
6301.2 · Backhoe	0.00	23.12	-23.12	-100.0%
Total 6301 · Repairs	0.00	23.12	-23.12	-100.0%
6302 · Maintenance				
6302.2 · Backhoe	0.00	46.55	-46.55	-100.0%
6302 · Maintenance - Other	0.00	112.00	-112.00	-100.0%
Total 6302 · Maintenance	0.00	158.55	-158.55	-100.0%
Total 6300 · Repairs & Maintenance	0.00	181.67	-181.67	-100.0%
6310 · Software System	679.99	612.97	67.02	10.9%
6315 · Taxes				
6320 · Payroll Taxes	6,287.48	5,568.00	719.48	12.9%
6325 · Property Tax	110.89	125.45	-14.56	-11.6%
Total 6315 · Taxes	6,398.37	5,693.45	704.92	12.4%
6340 · Telephone	1,821.85	1,835.84	-13.99	-0.8%
6342 · Tools	0.00	32.15	-32.15	-100.0%
6345 · Travel	441.93	107.00	334.93	313.0%
6352 · Uniforms	164.99	696.78	-531.79	-76.3%
6355 · Utilities - Office				
6360 · Electric	332.87	288.29	44.58	15.5%
6365 · Gas	11.56	39.73	-28.17	-70.9%
6370 · Trash	211.65	211.65	0.00	0.0%

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LEBEC COUNTY WATER DISTRICT Profit & Loss Prev Year Comparison

12/13/18

Accrual Basis

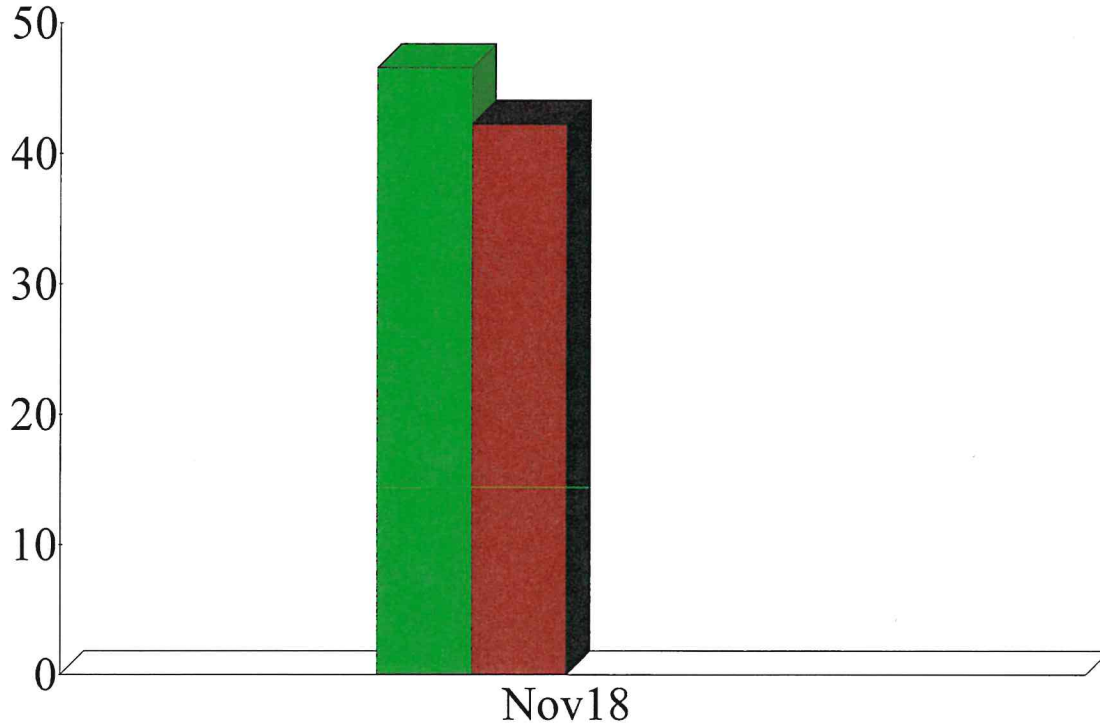
July through November 2018

	<u>Jul - Nov 18</u>	<u>Jul - Nov 17</u>	<u>\$ Change</u>	<u>% Change</u>
Total 6355 · Utilities - Office	556.08	539.67	16.41	3.0%
6375 · Utilities - Pumps				
6380 · Electric	19,635.22	17,596.52	2,038.70	11.6%
Total 6375 · Utilities - Pumps	19,635.22	17,596.52	2,038.70	11.6%
6390 · Water Test	1,895.00	1,067.00	828.00	77.6%
Total Expense	187,184.43	176,304.69	10,879.74	6.2%
Net Ordinary Income	13,879.98	19,818.61	-5,938.63	-30.0%
Other Income/Expense				
Other Income				
9000 · Interest Income	19.18	18.78	0.40	2.1%
9015 · Grant Income	9,153.88	16,591.53	-7,437.65	-44.8%
Total Other Income	9,173.06	16,610.31	-7,437.25	-44.8%
Other Expense				
9016 · Grant Expense	7,155.97	2,582.48	4,573.49	177.1%
Total Other Expense	7,155.97	2,582.48	4,573.49	177.1%
Net Other Income	2,017.09	14,027.83	-12,010.74	-85.6%
Net Income	15,897.07	33,846.44	-17,949.37	-53.0%

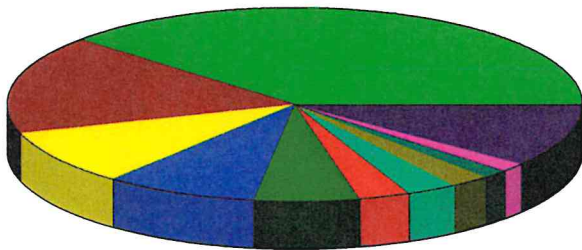
Income and Expense by Month November 2018



\$ in 1,000's



Expense Summary November 2018



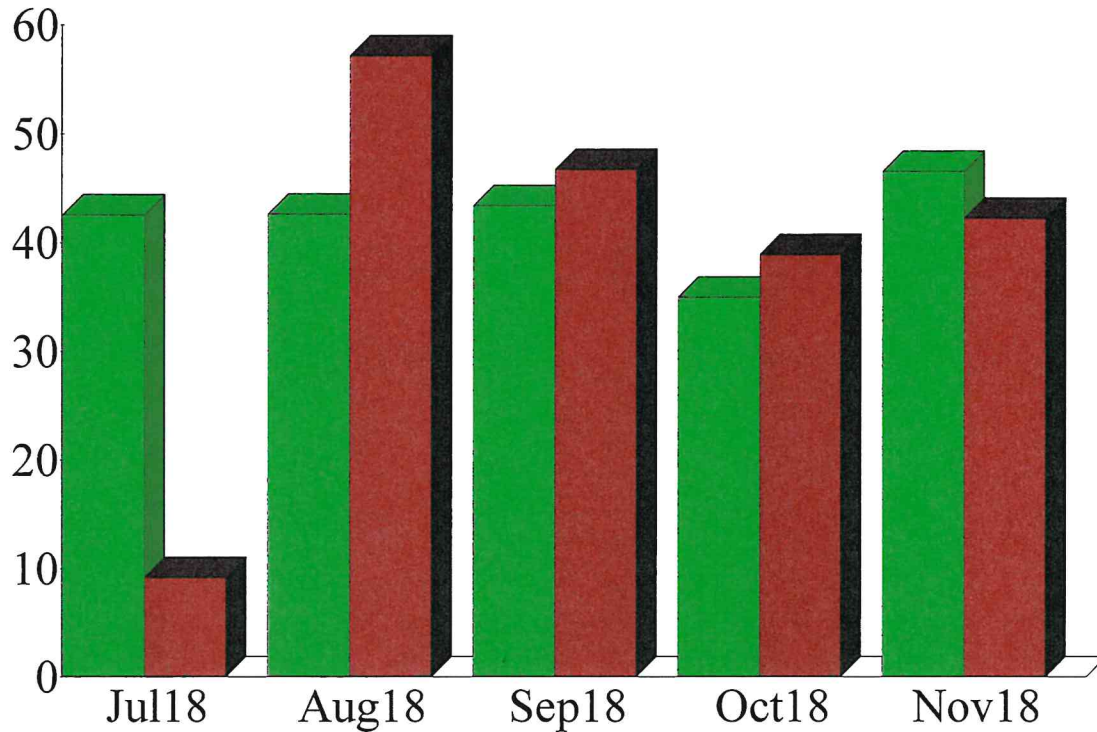
6215 · Payroll - Gross	38.50%
9016 · Grant Expense	16.61
6065 · Depreciation	9.28
6375 · Utilities - Pumps	8.65
6110 · Insurance	6.04
6250 · Professional Fees	2.99
6315 · Taxes	2.89
6290 · Rent	2.36
6155 · Office Expense	1.59
6245 · Postage	1.46
Other	9.63
Total	\$42,287.82

By Account

Income and Expense by Month July through November 2018

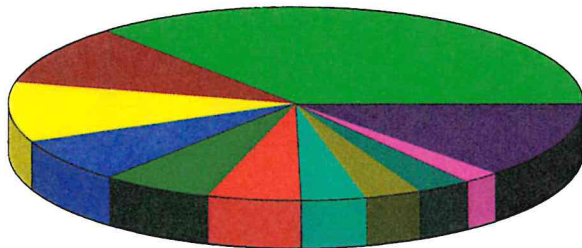


\$ in 1,000's



Expense Summary July through November 2018

6215 · Payroll - Gross	36.50%
6375 · Utilities - Pumps	10.10
6065 · Depreciation	10.10
6110 · Insurance	7.40
6130 · Maintenance	6.35
6250 · Professional Fees	5.26
9016 · Grant Expense	3.68
6315 · Taxes	3.29
6290 · Rent	3.09
6020 · Auto Expense	2.21
Other	12.02
Total	\$194,340.40



By Account

System Information:

- 1) All monthly bacteriological sampling returned an absent for coliform bacteria for the month of November 2018.
- 2) No water leaks to report for the month of June.
- 3) Notifications were sent out to the costumers regarding our lead exceedance before November 30th deadline. Two out of the three costumers' lines were exposed, and both service lines were galvanized pipe. We still have one costumer service line to uncover and must be done before March 31, 2019.

Lebec County Water District

Operations Plan

System # 1510051

Revised 2013

OPERATIONS PLAN FOR LEBEC COUNTY WATER DISTRICT

LCWD consists of three (3) potable water wells and one (1) non-potable water well.

- The Lebec Well is 295' deep with a 25HP submersible pump pumping 210 gpm to two (2) 30,000 gallon welded steel tanks serving 164 connections. There is a diaphragm type chlorinator (Pulsatron) on a 55 gallon tank injecting 12.5% Sodium Hypochlorite at the well head.
- The State Well is 420' deep with a 50HP submersible pumping 250 gpm to one (1) 80,000 gallon bolted tank and two (2) 30,000 gallon welded steel tank serving 54 connections mostly commercial. There is a diaphragm type chlorinator (LMI) on a 55 gallon tank injecting 12.5% Sodium Hypochlorite at the well head. There is one (1) 5HP booster pump (Ridge Route Booster) which services three (3) 10,000 gallon welded steel tanks serving 4 connections.
- The Chimney Canyon Well is 328' deep with a 25HP submersible pump pumping 110 gpm to four (4) 26,420 gallon and two (2) 31,700 gallon welded steel tanks serving 56 connections. There is a diaphragm type chlorinator (LMI) on a 55 gallon tank injecting 12.5% Sodium Hypochlorite at the well head. There are two (2) 5HP booster pumps the Phillips Booster and the Mesa Valley Booster. The Phillips Booster pumps to two (2) 20,000 gallon welded steel tanks serving 10 connections. The Mesa Valley Booster pumps to two (2) 20,000 gallon welded steel tanks serving 12 connections.
- The Frykholm Well is 150' deep with a 7.5HP submersible pump pumping 45 gpm. There are no tanks attached to well. This well is for non-potable use only due to high level of contaminants.
- Routine Operational Procedures for each component of the system:
 - A. Visual inspection of **WELLS** (daily).
 1. Check for the following; leaks, openings, lubricants, electrical hazards, chemical hazards, etc. (record observations and correct problem).
 2. Check the pump for proper operation.
 - B. Visual inspection of the **STORAGE TANKS** (daily).
 1. Inspect for any leaks or damage (record observations and repair as needed).
 2. Record system pressure. Record the pressure the pump turns on, the pressure the pump turns off and the duration of the run time.
 3. Cleaning of storage tank (annually). Record date cleaned and observations.

- C. Visual inspection of **CHLORINATOR PUMP** and disinfection reservoir (daily).
 1. Inspect the pump for proper operation.
 2. Inspect the disinfectant in the reservoir for concentration and adequate volume for the operational period (record results).
 3. Determine if there is enough disinfectant on hand for one or more weeks.

- D. Measure the **DISINFECTANT RESIDUAL** in the distribution system (free chlorine test kit required).
 1. Record the results (daily, on attached sheet).
 2. Determine if an adequate level of disinfectant is maintained.
 - a. If disinfectant level is low, determine the reason and correct.
 - b. If no measurable disinfectant, notify owner, determine reason, and remedy. If no disinfectant for 24 hours, notify Department.

- E. Maintenance of **GAUGES and METERS**.
 1. Inspect all gauges and meters for leaks and proper function daily. Repair or replace as needed (keep record of date).

- F. Inspection and **EXERCISING of the VALVES**.
 1. Inspect valves for leaks (record observations, repair or replace if leaking).
 2. Exercise valves on a schedule, as needed (record dates on attached sheet).

- G. Operation and maintenance of **DISTRIBUTION FACILITIES**.
 1. Visually inspect the distribution system for leaks on a regular basis. Record date and observations.
 2. Flush dead end mains or lines periodically (semi-annually, as needed. Record date and observations).

- H. **Dead-End Flushing Program**
 1. Flush dead-end lines on a schedule (annually) or as needed (record dates on attached sheet).

- Monitoring and Reporting.
 - A. **BACTERIOLOGICAL MONITORING**; as per approved Sample Siting Plan (attached), required monthly, report to the Department by the 10th of each month, following the sample.
 1. If sample positive, notify Department and take three repeat samples.
 2. Take five routine samples the month following a positive sample.

 - B. **CHEMICAL MONITORING**; as required by the Department, forward results to the Department.
 1. Keep chemical results for ten years.
 2. Keep variance and exemptions for five years.

- Response to violations.
 - A. **PUBLIC NOTIFICATION** of violation required.
 1. Notification shall be given as per "Emergency public notification" method on record with the Department, or in a manor directed by the Department.
 2. State problem and what has been done to correct it.
 3. Send a copy of the notification to the Department.

- Consumer complaint response procedures.
 - A. **CONSUMER COMPLAINT** procedures.
 1. Record in complaint log (name, address and nature of the problem).
 2. Investigate the complaint.
 3. Verify or dismiss the complaint.
 4. Record the steps taken to address or correct the problem.
 5. Notify complainant of action taken.
 6. Keep complaint records with corrective action for five years.

- **Emergency Operational Practices.** (*See Emergency/Disaster Plan for complete description*).
 - A. List of **equipment on hand** for emergency repairs.
 1. Miscellaneous wrenches.
 2. Leak clamps.
 3. Variety of valves & fittings

 - B. List of sources of needed **equipment, not on hand**.
 1. Name and address of supplier and type of equipment.
 2. If under contract or rental.

Name	Address	Phone #	Equipment	Rental/ Contract
Power Tech	Po Box 1423 Dr. Lebec CA	818.426. 5466	Electrical repair	
United Rentals	6045 Rosedale Hwy. Bakers. CA	661.631. 2900	Digging equipment	
United Rentals	6045 Rosedale Hwy. Bakers. CA	661.631. 2900	Generator	
McMor	6734 Charity Ave. Bakersfield CA	661.323. 9400	Chemicals	

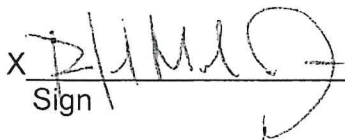
C. List of distributors or suppliers of **replacement parts** for the system.

1. Name and address of supplier and type of equipment.

Name	Address	Phone #	Equipment
HD Supply	19421 Colombo St. Bakersfield ca	(661) 393-2288	PVC pipe, valves, and fittings
CJ Logan Pump & Electric	19218 Stockdale Hwy Bakers. CA	661.398.1244	pumps, pressure tank and gauges
Fred Gilberts	106 Norris Rd. Bakersfield CA	661.399.9569	Chlorinator

D. List of **emergency contact numbers**:

Name	Phone #
1. California Department of Public Health	Jesse Dhaliwal (661) 335-7318 DAY After Hours (661) 654-0323 Home
2. Law Enforcement	Frazier Substation (661) 245-3440
3. Electrician	Power Tech (818) 426-5466
4. Laboratory	BC Labs (661) 327-4911
5. Pump repair service	CJ Pump (661) 398-1244
6. Chemical disinfectant supplier	McMor (661) 323-9400
7. Equipment supplier	United Rentals (661) 631-2900

x 
Sign

Date: 6-14-2013

x Rafael Molina Jr.
Print

Title: Water Operations Manager.

Lebec County Water District Routine Check

Date: _____ Operator: _____ Start Mileage: _____ End: _____ Fuel: _____

STATE ZONE	Chl Residual/PSI	Tanks/Booster Pump
WELL: _____	1201 Lebec Rd: _____	ST #1: _____ 15 ft
PSI: _____	Time: _____	ST #2: _____ 25 ft
Delay Timer: _____	State Tanks: _____	ST #3: _____ 25 ft
Meter: _____	Time: _____	Lower RR: _____ 11 ft
Hour Meter: _____	Los Pinos Rest: _____	Upper RR#1: _____ 11 ft
Stroke/Speed: _____	Time: _____	Upper RR#2: _____ 11 ft
Chl Tank Level: _____	Office: _____	RR Booster
Time: _____	Time: _____	PSI: _____ Timer: _____

LEBEC ZONE	Chl Residual/PSI	Tank Levels
WELL: _____	Lebec Church: _____	Lebec Tank #1: _____ 25 ft
PSI: _____	Time: _____	Lebec Tank #2: _____ 25 ft
Delay Timer: _____	C-TRAIN: _____	_____
Meter: _____	Time: _____	System Notes:
Hour Meter: _____	Fire Dept: _____	
Stroke/Speed: _____	Time: _____	
Chl Tank Level: _____	2665 Lebec Dr: _____	
Time: _____	Time: _____	

Chimney Canyon Zone	Chl Residuals/PSI	Tank Levels
WELL: _____	Phillips Booster HB: _____	Chmny Cyn #1: _____ 19 ft
PSI: _____	Time: _____	Chmny Cyn #1: _____ 19 ft
Delay Timer: _____	719 N Chimney Cyn: _____	Chmny Cyn #1: _____ 19 ft
Meter: _____	Time: _____	Chmny Cyn #1: _____ 19 ft
Hour Meter: _____	838 Mesa Valley: _____	Chmny Cyn #1: _____ 19 ft
Stroke/Speed: _____	Time: _____	Chmny Cyn #1: _____ 19 ft
Chl Tank Level: _____	1901 Dallas Lane: _____	Chmny Cyn #1: _____ 19 ft
Time: _____	Time: _____	Phillips Tnk #1: _____ 17 ft
		Phillips Tnk #1: _____ 17 ft
Mesa Valley Booster	PHILLIPS BOOSTER	Mesa Vlly Tnk #1: _____ 17 ft
Psi: _____ Timer: _____	Psi: _____ Timer: _____	Mesa Vlly Tnk #1: _____ 17 ft

Meter/Valve Exercising Route

Zone L

No.	Acct	Address	# of turns to open/close	Date Exercise/Marked	I.N.
1	252	490 Frazier Mtn. Park Rd.	Open: Close:		
2	259	401 Frazier Mtn. Park Rd.	Open: Close:		
3	061	349 Frazier Mtn. Park Rd.	Open: Close:		
4	062	355 Frazier Mtn. Park Rd.	Open: Close:		
5	063	323 Frazier Mtn. Park Rd.	Open: Close:		
6	064	265 Frazier Mtn. Park Rd.	Open: Close:		
7	065	251 Frazier Mtn. Park Rd.	Open: Close:		
8	066	239 Frazier Mtn. Park Rd.	Open: Close:		
9	067	223 Frazier Mtn. Park Rd.	Open: Close:		
10	250	250 Frazier Mtn. Park Rd.	Open: Close:		
11	068	161 Frazier Mtn. Park Rd.	Open: Close:		
12	069	557 Wainwright Dt.	Open: Close:		
13	070	73 Frazier Mtn. Park Rd.	Open: Close:		
14	249	550 Wainwright Ct.	Open: Close:		
15a	301	Holiday Inn	Open: Close:		
15b	301	Holiday Inn	Open: Close:		

GATE VALVE MAINTENANCE

Date performed	Location (specific address)	Date installed (if available)	Inspection visual/disassemble	Number of turns to close	Signature

DEAD-END LINE FLUSHING

Date performed	Location (specific address)	Duration	Water characteristic (clean/sand/growth)	Signature
	2665 Lebec Rd. (Hydrant)			
	300 Landfill Rd. (Hydrant)			
	990 Mesa Valley (Hydrant)			
	1800 Cuddy Cyn (Hydrant)			
	490 Frazier Mtn Rd. (Hydrant)			
	73 Frazier Mtn Rd. (Hydrant)			
	2665 Lebec Rd. (Hydrant)			
	300 Landfill Rd. (Hydrant)			
	990 Mesa Valley (Hydrant)			
	1800 Cuddy Cyn (Hydrant)			
	490 Frazier Mtn Rd. (Hydrant)			
	73 Frazier Mtn Rd. (Hydrant)			
	2665 Lebec Rd. (Hydrant)			
	300 Landfill Rd. (Hydrant)			
	990 Mesa Valley (Hydrant)			
	1800 Cuddy Cyn (Hydrant)			
	490 Frazier Mtn Rd. (Hydrant)			
	73 Frazier Mtn Rd. (Hydrant)			

BACTERIOLOGICAL SAMPLE SITING PLAN

System No.: 1510051		System Name: Lebec County Water District	
PWS Classification: COMMUNITY		No. Monthly Users: 1500	
No. Active Service Connections: 301		Daily Users: 1500	
Name of Trained Sampler: Rafael Molina Jr.		Analyzing Lab: BC LABS; MCRAY LABS	
Person responsible to report coliform-positive samples to CDPH: Rafael Molina Jr.		Day/Evening Phone No.: 661-248-6872	
Signature of Water System Representative: <i>Rafael Molina Jr.</i>		Date: June. 2013	
		(661) 972-4901	

Sample ID	Sample Type	Sample Point	Location of Sample Point	Address of Sample Point	Months Sample Collection of this Location
1-ROU	Routine	Hose Bid	Lebec Zone	LCWD-C-Train	January thru December
1-REP1	Repeat			Lebec Community Church	Repeat Sample Only
1-REP2	Repeat			1785 Lebec Rd.	Repeat Sample Only
2-ROU	Routine	Hose Bid	State Zone	Los Pinos Mexican Rest.	January thru December
2-REP1	Repeat			Holiday Inn Express	Repeat Sample Only
2-REP2	Repeat			251 Frazier Mountain Park Rd.	Repeat Sample Only
3-ROU	Routine	Hose Bid	Chimney Canyon Zone	374 Chimney Canyon	January thru December
3-REP1	Repeat			9th Chimney Canyon	Repeat Sample Only
3-REP2	Repeat			274 Chimney Canyon	Repeat Sample Only
4-ROU	Routine	Hose Bid	Mesa Valley Zone	1010 Mesa Valley Rd.	January thru December
4-REP1	Repeat			838 Mesa Valley Rd.	Repeat Sample Only
4-REP2	Repeat			919 N. Chimney Canyon	Repeat Sample Only
5-ROU	Routine	Hose Bid	Phillips Zone	483 Castac View	January thru December
5-REP1	Repeat			591 Castac View	Repeat Sample Only
5-REP2	Repeat			201 Castac View	Repeat Sample Only

TO: Jaswinder Dhaliwal, P.E., Senior Sanitary Engineer
CDPH, Tehachapi District
4925 Commerce Drive, Suite 120
Bakersfield, CA 93309

FROM: Water System Name: Lebec County Water District
Water System Number: 1510051

RE: Acknowledgement of Type of Triggered Source Monitoring Under the GWR

Per the requirements of the Groundwater Rule (GWR), our public water system is identifying the following criteria for triggered source monitoring whenever a routine distribution system sample is total coliform positive (*mark box (1) or (2)*):

- 1) **Each well** will be sampled when a routine distribution bacteriological sample shows the presence of total coliform bacteria.

For Systems Collecting One or Fewer Routine Bacteriological Sample per Month:

Attached is an updated BSSP identifying the well(s) as a fourth repeat sample site.

If your current BSSP does not identify a well as the fourth repeat sample site, please attach an updated BSSP. If you have 2 wells, you will be required to sample the second well also during repeat sampling, labeling it as "special" or "other". Please note: a positive source sample will be considered when determining compliance with the Total Coliform Rule.

I choose not to use the well as the fourth repeat sample site. I intend to sample each well when there is a total coliform positive distribution system sample.

- 2) **Representative** triggered source monitoring is requested when a routine distribution bacteriological sample shows the presence of total coliform bacteria.

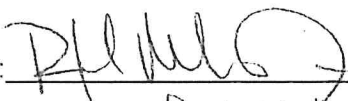
The following must be included for representative triggered source monitoring:

Attached is an addendum to our BSSP that identifies which wells will be considered representative of serving each routine site. Included is a map showing the zones and the associated well(s) to be sampled for each routine sample site.

Please keep in mind that the Department may only ask you to sample a source that is providing water at the time that the total coliform-positive sample is detected (i.e., an ACTIVE well in Auto or Manual-ON mode).

You may request a guidance document for preparation of your updated BSSP from the Tehachapi District by calling (661) 335-7315 or by emailing your assigned engineer.

I the operator of Lebec County Water District understand that the requirement to collect a triggered source sample is effective December 1, 2009.

Signed: 

Date: 6-14-2013

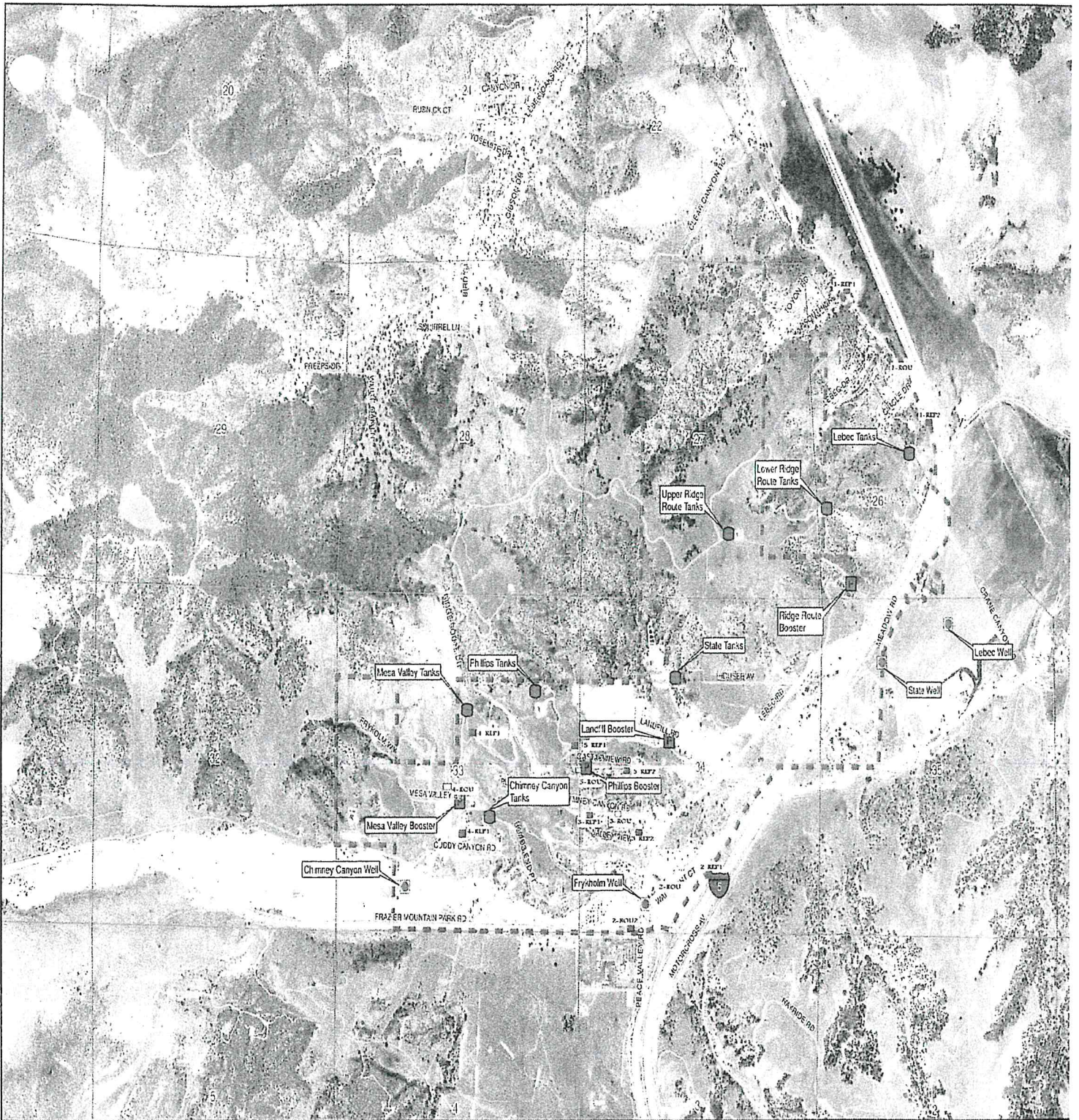
Printed Name: Rafael Molina Jr.

Title: Water Operations Manager.

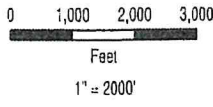
Addendum for Lebec County Water Districts Bacteriological Sample Sighting Plan.

When a routine Bacti sample comes back positive, LCWD will take a representative sample from the Zones Water Well Source. Representative samples are the following:

- From Routine sample #1 (LCWD C Train) Representative sample will be from the **Lebec Well**
- From Routine sample #2 (Los Pinos Mex. Rest.) Representative sample will be from the **State Well**
- From Routine sample #3 (374 Chimney Canyon) Representative sample will be from the **Chimney Canyon Well**
- From Routine sample #4 (1010 Mesa Valley Rd.) Representative sample will be from the **Chimney Canyon Well**
- From Routine sample #5 (483 Castac View) Representative sample will be from the **Chimney Canyon Well**



1800 30th Street, #280
 Bakersfield, CA 93301-1918
 (661) 616-5900



Legend

- Tank
- Well
- Booster Pump
- Roads
- District Boundary
- Section