



LCWD
Lebec County Water District

PACKET

September 12, 2017

FOR PUBLIC VIEW ONLY

(Please do not remove from office)

MINUTES
LEBEC COUNTY WATER DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY AUGUST 8, 2017 @ 6PM

1. CALL THE MEETING TO ORDER/ROLL CALL /MINUTE OF SILENCE/FLAG SALUTE

Meeting begins- 6:01pm

BOARD MEMBERS PRESENT-BILL HOPPER, WILLARD MARTIN, CARL RADUSCH, BRETT TUCKER, AND SAMUEL STERN.

BOARD MEMBERS ABSENT - 0

2. MINUTES:

- a. REVIEW THE MINUTES FROM JULY 18, 2017 REGULAR MEETING
- b. MOTION TO APPROVE THE MINUTES FROM JULY 18, 2017 REGULAR MEETING

V.P. Hopper made a **MOTION** to accept the minutes for July 18, 2017 regular meeting.

Director Tucker **SECONDED** the Motion.

Yea: 5(BH, WM, SS, CR, BT)

Nay: 0

Abstain: 0

Board concurs and Motion passes.

3. FINANCIAL REPORTS:

- a. BARBARA LEWIS TO GO OVER FINANCIAL REPORT FOR JULY 2017
- b. MOTION TO APPROVE FINANCIAL REPORT FOR JULY 2017

Director Tucker made a **MOTION** to approve the financials for July 2017 as given.

Sec/Treasurer Stern **SECONDED** the Motion.

Yea: 4(WM, SS, CR, BT)

Nay: 1 (BH)

Abstain: 0

Board does not concur but Motion passes

4. WATER OPERATIONS REPORT:

- a. SYSTEM REPORT - DISCUSSION AND APPROPRIATE ACTION
- b. MOTION TO APPROVE WATER OPERATIONS REPORT FOR JULY 2017

Director Tucker made a **MOTION** to approve the Water Operators Report for July 2017.

V.P. Hopper **SECONDED** the Motion.

Yea: 5(BH, WM, SS, CR, BT)

Nay: 0

Abstain: 0

Board concurs and Motion passes

Director Tucker made a **MOTION** to table item 6.e (Annexation of Frazier Mountain High) until next meeting.

Director Radusch **SECONDED** the Motion.

Yea: 5(BH, WM, SS, CR, BT) Nay: 0 Abstain: 0
Board concurs and Motion passes

V.P. Hopper made a **MOTION** to table item 6.f (Purify Water) until next meeting.

Sec/Treasurer Stern **SECONDED** the Motion.

Yea: 3(BH, SS, CR) Nay: 2 (WM, BT) Abstain: 0
Board does not concur but Motion passes

7. NEW BUSINESS

- a. 2017-2018 BUDGET - DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY V.P. HOPPER)
- b. CLERK OF THE BOARD ADVANCED CERTIFICATION TRAINING - DISCUSSION AND APPROPRIATE ACTION (REQUESTED BY JESSICA CARROLL)

Director Tucker made a **MOTION** to accept the 2017-2018 budget with changes.

Sec/Treasurer Stern **SECONDED** the Motion.

Yea: 5 (BH, WM, SS, CR, BT) Nay: 0 Abstain: 0
Board concurs and Motion passes

Director Tucker made a **MOTION** to approve The Clerk of the Board Training in October 2017 for Jessica Carroll.

V.P. Hopper **SECONDED** the Motion.

Yea: 5(BH, WM, SS, CR, BT) Nay: 0 Abstain: 0
Board concurs and Motion passes

10. BOARD/STAFF PROPOSED AGENDA ITEMS

11. ANNOUNCE DATE/TIME OF THE NEXT MEETING

Meeting will be held September 12, 2017 @ 6pm

12. ADJOURNMENT

Director Tucker made a **MOTION** to adjourn meeting.

V.P. Hopper **SECONDED** the Motion.

Yea: 5(BH, WM, SS, CR, BT) Nay: 0 Abstain: 0
Board concurs and Motion passes

MEETING WAS ADJOURNED AT 8:43 PM

8: 37 AM

09/07/17

LEBEC COUNTY WATER DISTRICT
Reconciliation Summary
1040 · Grant Checking Account, Period Ending 08/31/2017

	<u>Aug 31, 17</u>
Beginning Balance	25.00
Cleared Transactions	
Checks and Payments - 2 ite...	-5,882.18
Deposits and Credits - 2 items	78,810.19
Total Cleared Transactions	<u>72,928.01</u>
Cleared Balance	<u><u>72,953.01</u></u>
Uncleared Transactions	
Checks and Payments - 2 ite...	<u>-72,928.01</u>
Total Uncleared Transactions	<u>-72,928.01</u>
Register Balance as of 08/31/2017	<u><u>25.00</u></u>
Ending Balance	25.00

9:42 AM

09/07/17

LEBEC COUNTY WATER DISTRICT
Reconciliation Summary
1020 · Lebec Co Water Dist. - Checking, Period Ending 08/31/2017

	<u>Aug 31, 17</u>
Beginning Balance	110,048.94
Cleared Transactions	
Checks and Payments - 57 ite...	-52,556.04
Deposits and Credits - 50 items	<u>56,109.45</u>
Total Cleared Transactions	<u>3,553.41</u>
Cleared Balance	<u><u>113,602.35</u></u>
Uncleared Transactions	
Checks and Payments - 10 ite...	<u>-14,997.40</u>
Total Uncleared Transactions	<u>-14,997.40</u>
Register Balance as of 08/31/2017	<u><u>98,604.95</u></u>
Ending Balance	98,604.95

8:37 AM

09/07/17

LEBEC COUNTY WATER DISTRICT
Reconciliation Detail
1040 · Grant Checking Account, Period Ending 08/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						25.00
Cleared Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	08/04/2017	121	Provost & Prichar...	X	-5,854.65	-5,854.65
Bill Pmt -Check	08/04/2017	120	Lebec County W...	X	-27.53	-5,882.18
Total Checks and Payments					-5,882.18	-5,882.18
Deposits and Credits - 2 items						
Deposit	08/01/2017			X	5,882.18	5,882.18
Deposit	08/28/2017			X	72,928.01	78,810.19
Total Deposits and Credits					78,810.19	78,810.19
Total Cleared Transactions					72,928.01	72,928.01
Cleared Balance					72,928.01	72,953.01
Uncleared Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	08/30/2017	123	Provost & Prichar...		-72,617.15	-72,617.15
Bill Pmt -Check	08/30/2017	122	Lebec County W...		-310.86	-72,928.01
Total Checks and Payments					-72,928.01	-72,928.01
Total Uncleared Transactions					-72,928.01	-72,928.01
Register Balance as of 08/31/2017					0.00	25.00
Ending Balance					0.00	25.00

LEBEC COUNTY WATER DISTRICT

Reconciliation Detail

1020 · Lebec Co Water Dist. - Checking, Period Ending 08/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						110,048.94
Cleared Transactions						
Checks and Payments - 57 items						
Bill Pmt -Check	07/14/2017	8003	PowerTech Electr...	X	-845.00	-845.00
Bill Pmt -Check	07/25/2017	8019	Blue Shield	X	-1,356.54	-2,201.54
Bill Pmt -Check	07/25/2017	8024	Wainright Emilie	X	-800.00	-3,001.54
Bill Pmt -Check	07/25/2017	8021	McMor Chlorinati...	X	-334.10	-3,335.64
Bill Pmt -Check	07/25/2017	8017	3D Imaging Syste...	X	-129.02	-3,464.66
Bill Pmt -Check	07/25/2017	8022	Radusch,Carl	X	-100.00	-3,564.66
Bill Pmt -Check	07/25/2017	8020	Martin, Willard	X	-100.00	-3,664.66
Bill Pmt -Check	07/25/2017	8018	AT&T Uverse	X	-70.00	-3,734.66
Liability Check	07/31/2017	E-pay	EFTPS	X	-4,031.06	-7,765.72
Bill Pmt -Check	07/31/2017	8030	SCE 2-03-200-81...	X	-3,570.63	-11,336.35
Paycheck	07/31/2017	8026	Jessica Carroll	X	-1,620.72	-12,957.07
Paycheck	07/31/2017	8027	Michael D Hight...	X	-1,575.76	-14,532.83
Paycheck	07/31/2017	8025	Jeffrey G Bryan	X	-1,333.69	-15,866.52
Liability Check	07/31/2017	8029	Wells Fargo IRA	X	-867.42	-16,733.94
Liability Check	07/31/2017	E-pay	EDD	X	-704.26	-17,438.20
Check	07/31/2017	8028	Kern County Sher...	X	-525.25	-17,963.45
Bill Pmt -Check	08/04/2017	8053	BC Laboratories	X	-2,612.50	-20,575.95
Bill Pmt -Check	08/04/2017	8054	Ca Bank-Visa	X	-1,344.44	-21,920.39
Bill Pmt -Check	08/04/2017	8061	State Compensat...	X	-664.25	-22,584.64
Bill Pmt -Check	08/04/2017	8045	Lewis & Associates	X	-450.00	-23,034.64
Bill Pmt -Check	08/04/2017	8059	Pilot Travel Cent...	X	-422.71	-23,457.35
Bill Pmt -Check	08/04/2017	8057	HD Supply Water...	X	-352.92	-23,810.27
Bill Pmt -Check	08/04/2017	8063	West Coast Truc...	X	-234.00	-24,044.27
Bill Pmt -Check	08/04/2017	8051	At&T Office	X	-189.67	-24,233.94
Bill Pmt -Check	08/04/2017	8052	AUS Aramark	X	-148.31	-24,382.25
Bill Pmt -Check	08/04/2017	8055	Fred C. Gilbert Co.	X	-126.96	-24,509.21
Bill Pmt -Check	08/04/2017	8062	Verizon Wireless	X	-106.30	-24,615.51
Bill Pmt -Check	08/04/2017	8058	Kurland Ben	X	-100.00	-24,715.51
Bill Pmt -Check	08/04/2017	8046	Martin, Willard	X	-100.00	-24,815.51
Bill Pmt -Check	08/04/2017	8047	Radusch,Carl	X	-100.00	-24,915.51
Bill Pmt -Check	08/04/2017	8060	Price Disposal	X	-42.33	-24,957.84
Bill Pmt -Check	08/04/2017	8050	Ability Answering ...	X	-38.05	-24,995.89
Bill Pmt -Check	08/04/2017	8056	Gas Company	X	-1.94	-24,997.83
Check	08/10/2017		QuickBooks Payr...	X	-12.00	-25,009.83
Liability Check	08/14/2017	E-pay	EFTPS	X	-1,827.80	-26,837.63
Paycheck	08/14/2017	8065	Jessica Carroll	X	-1,630.67	-28,468.30
Paycheck	08/14/2017	8066	Michael D Hight...	X	-1,535.17	-30,003.47
Paycheck	08/14/2017	8064	Jeffrey G Bryan	X	-1,322.65	-31,326.12
Check	08/14/2017	8067	Kern County Sher...	X	-511.73	-31,837.85
Liability Check	08/14/2017	E-pay	EDD	X	-302.71	-32,140.56
Bill Pmt -Check	08/18/2017	8076	Walter Mortensen...	X	-8,785.00	-40,925.56
Bill Pmt -Check	08/18/2017	8071	PGE5159	X	-2,460.33	-43,385.89
Bill Pmt -Check	08/18/2017	8073	PGE8279	X	-1,096.84	-44,482.73
Bill Pmt -Check	08/18/2017	8078	West Coast Truc...	X	-936.00	-45,418.73
Bill Pmt -Check	08/18/2017	8075	Wainright Emilie	X	-800.00	-46,218.73
Bill Pmt -Check	08/18/2017	8068	Anthem Blue Cross	X	-153.60	-46,372.33
Bill Pmt -Check	08/18/2017	8077	Wells Fargo Bank	X	-96.53	-46,468.86
Bill Pmt -Check	08/18/2017	8074	SCE 2-36-538-21...	X	-87.43	-46,556.29
Bill Pmt -Check	08/18/2017	8069	AT&T Uverse	X	-84.00	-46,640.29
Bill Pmt -Check	08/18/2017	8070	PGE4923	X	-28.32	-46,668.61
Bill Pmt -Check	08/18/2017	8072	PGE5230	X	-20.37	-46,688.98
Paycheck	08/28/2017	8080	Jessica Carroll	X	-1,634.18	-48,323.16
Liability Check	08/28/2017	E-pay	EFTPS	X	-1,540.20	-49,863.36
Paycheck	08/28/2017	8081	Michael D Hight...	X	-1,341.70	-51,205.06
Paycheck	08/28/2017	8079	Jeffrey G Bryan	X	-1,098.67	-52,303.73
Liability Check	08/28/2017	E-pay	EDD	X	-227.31	-52,531.04
Check	08/31/2017			X	-25.00	-52,556.04
Total Checks and Payments					-52,556.04	-52,556.04

LEBEC COUNTY WATER DISTRICT

Reconciliation Detail

1020 · Lebec Co Water Dist. - Checking, Period Ending 08/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 50 items						
Deposit	07/31/2017			X	692.11	692.11
Deposit	08/01/2017			X	143.28	835.39
Deposit	08/01/2017			X	692.57	1,527.96
Bill Pmt -Check	08/04/2017	8044	West Coast Truc...	X	0.00	1,527.96
Bill Pmt -Check	08/04/2017	8043	Verizon Wireless	X	0.00	1,527.96
Bill Pmt -Check	08/04/2017	8042	State Compensat...	X	0.00	1,527.96
Bill Pmt -Check	08/04/2017	8041	Price Disposal	X	0.00	1,527.96
Bill Pmt -Check	08/04/2017	8040	Pilot Travel Cent...	X	0.00	1,527.96
Bill Pmt -Check	08/04/2017	8039	Kurland Ben	X	0.00	1,527.96
Bill Pmt -Check	08/04/2017	8031	Ability Answering ...	X	0.00	1,527.96
Bill Pmt -Check	08/04/2017	8037	Gas Company	X	0.00	1,527.96
Bill Pmt -Check	08/04/2017	8038	HD Supply Water...	X	0.00	1,527.96
Bill Pmt -Check	08/04/2017	8036	Fred C. Gilbert Co.	X	0.00	1,527.96
Bill Pmt -Check	08/04/2017	8035	Ca Bank-Visa	X	0.00	1,527.96
Bill Pmt -Check	08/04/2017	8034	BC Laboratories	X	0.00	1,527.96
Bill Pmt -Check	08/04/2017	8033	AUS Aramark	X	0.00	1,527.96
Bill Pmt -Check	08/04/2017	8032	At&T Office	X	0.00	1,527.96
Deposit	08/08/2017			X	27.53	1,555.49
Deposit	08/08/2017			X	69.24	1,624.73
Deposit	08/08/2017			X	109.75	1,734.48
Deposit	08/08/2017			X	120.02	1,854.50
Deposit	08/08/2017			X	321.01	2,175.51
Deposit	08/08/2017			X	426.60	2,602.11
Deposit	08/08/2017			X	4,900.00	7,502.11
Deposit	08/08/2017			X	10,895.93	18,398.04
Deposit	08/17/2017			X	40.01	18,438.05
Deposit	08/17/2017			X	41.78	18,479.83
Deposit	08/17/2017			X	53.23	18,533.06
Deposit	08/17/2017			X	140.00	18,673.06
Deposit	08/17/2017			X	140.02	18,813.08
Deposit	08/17/2017			X	818.01	19,631.09
Deposit	08/17/2017			X	15,230.73	34,861.82
Deposit	08/18/2017			X	230.01	35,091.83
Deposit	08/23/2017			X	40.61	35,132.44
Deposit	08/23/2017			X	79.00	35,211.44
Deposit	08/23/2017			X	384.59	35,596.03
Deposit	08/23/2017			X	504.74	36,100.77
Deposit	08/23/2017			X	2,313.87	38,414.64
Deposit	08/23/2017			X	5,346.96	43,761.60
Deposit	08/25/2017			X	85.27	43,846.87
Deposit	08/25/2017			X	90.01	43,936.88
Deposit	08/25/2017			X	128.03	44,064.91
Deposit	08/25/2017			X	293.88	44,358.79
Deposit	08/25/2017			X	636.65	44,995.44
Deposit	08/30/2017			X	44.01	45,039.45
Deposit	08/30/2017			X	51.73	45,091.18
Deposit	08/30/2017			X	199.44	45,290.62
Deposit	08/30/2017			X	486.24	45,776.86
Deposit	08/30/2017			X	694.18	46,471.04
Deposit	08/30/2017			X	9,638.41	56,109.45
Total Deposits and Credits					56,109.45	56,109.45
Total Cleared Transactions					3,553.41	3,553.41
Cleared Balance					3,553.41	113,602.35

9:42 AM

09/07/17

LEBEC COUNTY WATER DISTRICT

Reconciliation Detail

1020 · Lebec Co Water Dist. - Checking, Period Ending 08/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Uncleared Transactions						
Checks and Payments - 10 items						
Bill Pmt -Check	07/25/2017	8023	Stern, Samuel		-100.00	-100.00
Bill Pmt -Check	08/04/2017	8048	Stern, Samuel		-100.00	-200.00
Bill Pmt -Check	08/04/2017	8049	Tucker, Brett		-100.00	-300.00
Liability Check	08/28/2017	8082	Wells Fargo IRA		-554.90	-854.90
Check	08/28/2017	8083	Kern County Sher...		-447.24	-1,302.14
Bill Pmt -Check	08/30/2017	8087	Santana's Pumping		-9,296.50	-10,598.64
Bill Pmt -Check	08/30/2017	8086	HD Supply Water...		-1,810.13	-12,408.77
Bill Pmt -Check	08/30/2017	8085	Blue Shield		-1,356.54	-13,765.31
Bill Pmt -Check	08/30/2017	8088	SCE 2-03-200-81...		-1,199.79	-14,965.10
Bill Pmt -Check	08/30/2017	8084	Ability Answering ...		-32.30	-14,997.40
Total Checks and Payments					-14,997.40	-14,997.40
Total Uncleared Transactions					-14,997.40	-14,997.40
Register Balance as of 08/31/2017					-11,443.99	98,604.95
Ending Balance					-11,443.99	98,604.95

LEBEC COUNTY WATER DISTRICT

Profit & Loss YTD Comparison

August 2017

	Aug 17	Jul - Aug 17
Ordinary Income/Expense		
Income		
4000 · Operating Revenue		
4010 · Commercial	22,519.77	44,768.48
4040 · Residential	16,574.93	31,981.43
4060 · Rent Income	694.18	1,386.29
4100 · Kern Co Tax Income	384.59	656.54
4120 · Surplus Water	1,750.48	2,393.01
4130 · Will Serve	132.24	264.48
4140 · Late Charges & Customer Charg...	1,729.09	3,815.67
Total 4000 · Operating Revenue	43,785.28	85,265.90
Total Income	43,785.28	85,265.90
Expense		
6020 · Auto Expense		
6022 · Gas	426.18	848.89
6030 · Service		
6030.1 · Dodge Service	0.00	83.43
6030.2 · Gmc Service	0.00	83.43
Total 6030 · Service	0.00	166.86
Total 6020 · Auto Expense	426.18	1,015.75
6040 · Bank Service Charge	25.00	50.00
6050 · Compensation of Board	400.00	700.00
6065 · Depreciation	4,659.41	9,318.82
6070 · Dues & Subscriptions	0.00	30.00
6075 · Education	575.00	588.00
6090 · Equipment Rental	193.06	193.06
6095 · Fees and Permits	0.00	125.00
6110 · Insurance		
6113 · Medical Insurance	1,510.14	4,530.42
6115 · Business Insurance	1,464.16	1,464.16
6120 · Workers Compensation Insurance	664.25	1,992.75
Total 6110 · Insurance	3,638.55	7,987.33
6130 · Maintenance		
6140 · Maintenance Supplies	3,070.45	4,719.42
Total 6130 · Maintenance	3,070.45	4,719.42
6155 · Office Expense		
6160 · Computer	99.99	99.99
6170 · Answering Service	32.30	70.35
6175 · Office Repair	142.44	271.46
6185 · Supplies	134.07	288.32
Total 6155 · Office Expense	408.80	730.12
6205 · Outside Services	10,304.50	10,664.50
6215 · Payroll - Gross Wages	12,999.93	28,561.16
6235 · Payroll Service Fees	12.00	18.00

LEBEC COUNTY WATER DISTRICT

Profit & Loss YTD Comparison

09/07/17

Accrual Basis

August 2017

	Aug 17	Jul - Aug 17
6245 · Postage	-27.53	84.84
6250 · Professional Fees		
6255 · Accounting / Bookkeeping	450.00	1,000.00
Total 6250 · Professional Fees	450.00	1,000.00
6290 · Rent	800.00	2,400.00
6300 · Repairs & Maintenance		
6301 · Repairs		
6301.2 · Backhoe	23.12	23.12
Total 6301 · Repairs	23.12	23.12
Total 6300 · Repairs & Maintenance	23.12	23.12
6310 · Software System	0.00	32.97
6315 · Taxes		
6320 · Payroll Taxes	975.00	2,571.61
Total 6315 · Taxes	975.00	2,571.61
6340 · Telephone	384.09	750.06
6352 · Uniforms	110.18	258.49
6355 · Utilities - Office		
6360 · Electric	175.59	175.59
6365 · Gas	0.00	1.94
6370 · Trash	42.33	84.66
Total 6355 · Utilities - Office	217.92	262.19
6375 · Utilities - Pumps		
6380 · Electric	4,805.65	4,805.65
Total 6375 · Utilities - Pumps	4,805.65	4,805.65
6390 · Water Test	62.50	2,675.00
Total Expense	44,513.81	79,565.09
Net Ordinary Income	-728.53	5,700.81
Other Income/Expense		
Other Income		
9015 · Grant Income	78,810.19	-2,689.55
Total Other Income	78,810.19	-2,689.55
Other Expense		
9016 · Grant Expense	78,826.18	-2,673.56
Total Other Expense	78,826.18	-2,673.56
Net Other Income	-15.99	-15.99
Net Income	-744.52	5,684.82

LEBEC COUNTY WATER DISTRICT
Profit & Loss Prev Year Comparison

August 2017

11:21 AM

09/07/17

Accrual Basis

	Aug 17	Aug 16	\$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · Operating Revenue	22,519.77	21,269.64	1,250.13	5.9%
4010 · Commercial	16,574.93	17,666.14	-1,091.21	-6.2%
4040 · Residential	694.18	673.97	20.21	3.0%
4060 · Rent Income	384.59	0.00	384.59	100.0%
4100 · Kern Co Tax Income	1,750.48	1,645.54	104.94	6.4%
4120 · Surplus Water	132.24	143.26	-11.02	-7.7%
4130 · Will Serve	1,729.09	894.75	834.34	93.3%
4140 · Late Charges & Customer Charg...				
Total 4000 · Operating Revenue	43,785.28	42,293.30	1,491.98	3.5%
Total Income	43,785.28	42,293.30	1,491.98	3.5%
Expense				
6010 · Advertising	0.00	172.50	-172.50	-100.0%
6020 · Auto Expense				
6022 · Gas	426.18	414.35	11.83	2.9%
6028 · Repairs				
6028.2 · DODGE	0.00	1,000.00	-1,000.00	-100.0%
Total 6028 · Repairs	0.00	1,000.00	-1,000.00	-100.0%
6030 · Service				
6030.1 · Dodge Service	0.00	83.43	-83.43	-100.0%
6030.2 · Gmc Service	0.00	233.43	-233.43	-100.0%
Total 6030 · Service	0.00	316.86	-316.86	-100.0%
Total 6020 · Auto Expense	426.18	1,731.21	-1,305.03	-75.4%
6040 · Bank Service Charge	25.00	25.00	0.00	0.0%
6050 · Compensation of Board	400.00	300.00	100.00	33.3%
6065 · Depreciation	4,659.41	5,777.00	-1,117.59	-19.4%
6070 · Dues & Subscriptions	0.00	30.00	-30.00	-100.0%
6075 · Education	575.00	575.00	0.00	0.0%
6090 · Equipment Rental	193.06	96.75	96.31	99.6%
6110 · Insurance				
6113 · Medical Insurance	1,510.14	1,456.43	53.71	3.7%

LEBEC COUNTY WATER DISTRICT

Profit & Loss Prev Year Comparison

August 2017

	Aug 17	Aug 16	\$ Change	% Change
6115 · Business Insurance	1,464.16	0.00	1,464.16	100.0%
6120 · Workers Compensation Insurance	664.25	802.58	-138.33	-17.2%
Total 6110 · Insurance	3,638.55	2,259.01	1,379.54	61.1%
6130 · Maintenance				
6140 · Maintenance Supplies	3,070.45	2,559.68	510.77	20.0%
Total 6130 · Maintenance	3,070.45	2,559.68	510.77	20.0%
6155 · Office Expense				
6160 · Computer	99.99	110.97	-10.98	-9.9%
6170 · Answering Service	32.30	34.50	-2.20	-6.4%
6175 · Office Repair	142.44	123.51	18.93	15.3%
6185 · Supplies	134.07	248.90	-114.83	-46.1%
Total 6155 · Office Expense	408.80	517.88	-109.08	-21.1%
6205 · Outside Services	10,304.50	200.00	10,104.50	5,052.3%
6215 · Payroll - Gross Wages	12,999.93	18,999.53	-5,999.60	-31.6%
6235 · Payroll Service Fees	12.00	10.00	2.00	20.0%
6245 · Postage	-27.53	3.09	-30.62	-990.9%
6250 · Professional Fees				
6255 · Accounting / Bookkeeping	450.00	450.00	0.00	0.0%
6265 · Consultants	0.00	225.00	-225.00	-100.0%
6270 · Legal	0.00	-1,138.33	1,138.33	100.0%
Total 6250 · Professional Fees	450.00	-463.33	913.33	197.1%
6290 · Rent	800.00	800.00	0.00	0.0%
6300 · Repairs & Maintenance				
6301 · Repairs				
6301.2 · Backhoe	23.12	0.00	23.12	100.0%
Total 6301 · Repairs	23.12	0.00	23.12	100.0%
Total 6300 · Repairs & Maintenance	23.12	0.00	23.12	100.0%
6310 · Software System				
6315 · Taxes	0.00	99.99	-99.99	-100.0%

LEBEC COUNTY WATER DISTRICT

Profit & Loss Prev Year Comparison

August 2017

	Aug 17	Aug 16	\$ Change	% Change
6320 · Payroll Taxes	975.00	1,424.97	-449.97	-31.6%
Total 6315 · Taxes	975.00	1,424.97	-449.97	-31.6%
6340 · Telephone	384.09	364.41	19.68	5.4%
6352 · Uniforms	110.18	121.53	-11.35	-9.3%
6355 · Utilities - Office				
6360 · Electric	175.59	148.00	27.59	18.6%
6370 · Trash	42.33	84.66	-42.33	-50.0%
Total 6355 · Utilities - Office	217.92	232.66	-14.74	-6.3%
6375 · Utilities - Pumps				
6380 · Electric	4,805.65	5,347.09	-541.44	-10.1%
Total 6375 · Utilities - Pumps	4,805.65	5,347.09	-541.44	-10.1%
6390 · Water Test	62.50	625.00	-562.50	-90.0%
Total Expense	44,513.81	41,808.97	2,704.84	6.5%
Net Ordinary Income	-728.53	484.33	-1,212.86	-250.4%
Other Income/Expense				
Other Income				
9015 · Grant Income	78,810.19	15,349.19	63,461.00	413.5%
Total Other Income	78,810.19	15,349.19	63,461.00	413.5%
Other Expense				
9016 · Grant Expense	78,826.18	15,356.86	63,469.32	413.3%
Total Other Expense	78,826.18	15,356.86	63,469.32	413.3%
Net Other Income	-15.99	-7.67	-8.32	-108.5%
Net Income	-744.52	476.66	-1,221.18	-256.2%

LEBEC COUNTY WATER DISTRICT

Profit & Loss Prev Year Comparison

July through August 2017

	Jul - Aug 17	Jul - Aug 16	\$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · Operating Revenue	44,768.48	40,849.19	3,919.29	9.6%
4010 · Commercial	31,981.43	33,154.89	-1,173.46	-3.5%
4040 · Residential	1,386.29	1,345.92	40.37	3.0%
4060 · Rent Income	656.54	274.52	382.02	139.2%
4100 · Kern Co Tax Income	2,393.01	7,880.17	-5,487.16	-69.6%
4120 · Surplus Water	264.48	286.52	-22.04	-7.7%
4130 · Will Serve	3,815.67	1,896.63	1,919.04	101.2%
4140 · Late Charges & Customer Charg...				
Total 4000 · Operating Revenue	85,265.90	85,687.84	-421.94	-0.5%
Total Income	85,265.90	85,687.84	-421.94	-0.5%
Expense				
6010 · Advertising	0.00	172.50	-172.50	-100.0%
6020 · Auto Expense				
6022 · Gas	848.89	722.08	126.81	17.6%
6028 · Repairs				
6028.1 · GMC	0.00	274.36	-274.36	-100.0%
6028.2 · DODGE	0.00	1,000.00	-1,000.00	-100.0%
Total 6028 · Repairs	0.00	1,274.36	-1,274.36	-100.0%
6030 · Service				
6030.1 · Dodge Service	83.43	83.43	0.00	0.0%
6030.2 · Gmc Service	83.43	233.43	-150.00	-64.3%
Total 6030 · Service	166.86	316.86	-150.00	-47.3%
Total 6020 · Auto Expense	1,015.75	2,313.30	-1,297.55	-56.1%
6040 · Bank Service Charge	50.00	32.00	18.00	56.3%
6050 · Compensation of Board	700.00	500.00	200.00	40.0%
6065 · Depreciation	9,318.82	11,554.00	-2,235.18	-19.4%
6070 · Dues & Subscriptions	30.00	30.00	0.00	0.0%
6075 · Education	588.00	575.00	13.00	2.3%
6090 · Equipment Rental	193.06	352.17	-159.11	-45.2%
6095 · Fees and Permits	125.00	257.00	-132.00	-51.4%

LEBEC COUNTY WATER DISTRICT

Profit & Loss Prev Year Comparison

July through August 2017

	Jul - Aug 17	Jul - Aug 16	\$ Change	% Change
6110 - Insurance				
6113 - Medical Insurance	4,530.42	4,369.29	161.13	3.7%
6115 - Business Insurance	1,464.16	0.00	1,464.16	100.0%
6120 - Workers Compensation Insurance	1,992.75	2,407.74	-414.99	-17.2%
Total 6110 - Insurance	7,987.33	6,777.03	1,210.30	17.9%
6130 - Maintenance				
6135 - Maintenance Services	0.00	6,535.00	-6,535.00	-100.0%
6140 - Maintenance Supplies	4,719.42	2,918.08	1,801.34	61.7%
Total 6130 - Maintenance	4,719.42	9,453.08	-4,733.66	-50.1%
6155 - Office Expense				
6160 - Computer	99.99	160.97	-60.98	-37.9%
6170 - Answering Service	70.35	67.95	2.40	3.5%
6175 - Office Repair	271.46	365.21	-93.75	-25.7%
6185 - Supplies	288.32	276.75	11.57	4.2%
Total 6155 - Office Expense	730.12	870.88	-140.76	-16.2%
6205 - Outside Services				
6215 - Payroll - Gross Wages	10,664.50	200.00	10,464.50	5,232.3%
6235 - Payroll Service Fees	28,561.16	24,692.47	3,868.69	15.7%
6245 - Postage	18.00	16.00	2.00	12.5%
6250 - Professional Fees	84.84	7.59	77.25	1,017.8%
6255 - Accounting / Bookkeeping	1,000.00	1,000.00	0.00	0.0%
6265 - Consultants	0.00	225.00	-225.00	-100.0%
6270 - Legal	0.00	-1,138.33	1,138.33	100.0%
Total 6250 - Professional Fees	1,000.00	86.67	913.33	1,053.8%
6290 - Rent				
6300 - Repairs & Maintenance	2,400.00	2,400.00	0.00	0.0%
6301 - Repairs				
6301.2 - Backhoe	23.12	0.00	23.12	100.0%
Total 6301 - Repairs	23.12	0.00	23.12	100.0%

LEBEC COUNTY WATER DISTRICT Profit & Loss Prev Year Comparison

July through August 2017

	Jul - Aug 17	Jul - Aug 16	\$ Change	% Change
6303 · System Maint and Repairs	0.00	2,000.00	-2,000.00	-100.0%
Total 6300 · Repairs & Maintenance	23.12	2,000.00	-1,976.88	-98.8%
6310 · Software System	32.97	99.99	-67.02	-67.0%
6315 · Taxes				
6320 · Payroll Taxes	2,571.61	2,175.39	396.22	18.2%
Total 6315 · Taxes	2,571.61	2,175.39	396.22	18.2%
6340 · Telephone	750.06	724.60	25.46	3.5%
6352 · Uniforms	258.49	202.55	55.94	27.6%
6355 · Utilities - Office				
6360 · Electric	175.59	148.00	27.59	18.6%
6365 · Gas	1.94	0.00	1.94	100.0%
6370 · Trash	84.66	84.66	0.00	0.0%
Total 6355 · Utilities - Office	262.19	232.66	29.53	12.7%
6375 · Utilities - Pumps				
6380 · Electric	4,805.65	6,992.39	-2,186.74	-31.3%
Total 6375 · Utilities - Pumps	4,805.65	6,992.39	-2,186.74	-31.3%
6390 · Water Test	2,675.00	687.50	1,987.50	289.1%
Total Expense	79,565.09	73,404.77	6,160.32	8.4%
Net Ordinary Income	5,700.81	12,283.07	-6,582.26	-53.6%
Other Income/Expense				
Other Income				
9015 · Grant Income	-2,689.55	15,349.19	-18,038.74	-117.5%
Total Other Income	-2,689.55	15,349.19	-18,038.74	-117.5%
Other Expense				
9016 · Grant Expense	-2,673.56	1,318.86	-3,992.42	-302.7%
Total Other Expense	-2,673.56	1,318.86	-3,992.42	-302.7%

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09/07/17

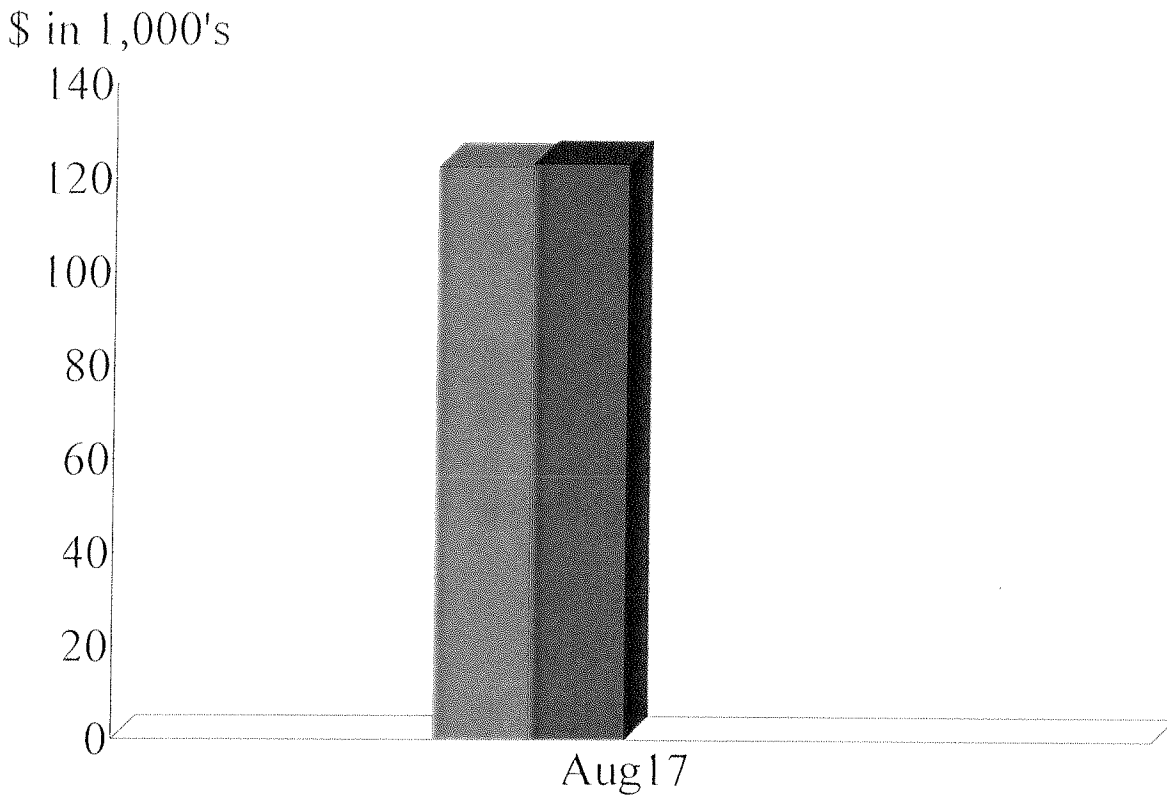
Accrual Basis

LEBEC COUNTY WATER DISTRICT Profit & Loss Prev Year Comparison

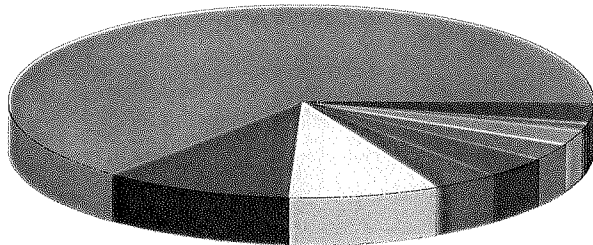
July through August 2017

	Jul - Aug 17	Jul - Aug 16	\$ Change	% Change
Net Other Income	-15.99	14,030.33	-14,046.32	-100.1%
Net Income	5,684.82	26,313.40	-20,628.58	-78.4%

Income and Expense by Month August 2017



Expense Summary August 2017



9016 · Grant Expense	63.91%
6215 · Payroll - Gross Wages	10.54
6205 · Outside Services	8.35
6375 · Utilities - Pumps	3.90
6065 · Depreciation	3.78
6110 · Insurance	2.95
6130 · Maintenance	2.49
6315 · Taxes	0.79
6290 · Rent	0.65
6075 · Education	0.47
Other	2.18
Total	\$123,339.99

By Account

LEBEC COUNTY WATER DISTRICT

Balance Sheet

09/07/17

As of August 31, 2017

Accrual Basis

	Aug 31, 17
ASSETS	
Current Assets	
Checking/Savings	
1011 · Customer Change Petty Ca	300.00
1020 · Lebec Co Water Dist. - Checki...	98,604.95
1040 · Grant Checking Account	25.00
1080 · Savings	
1081 · Emergency Fund Reserve	120,000.00
1080 · Savings - Other	430,121.69
Total 1080 · Savings	550,121.69
Total Checking/Savings	649,051.64
Accounts Receivable	
1200 · Accounts Receivable	43,615.51
Total Accounts Receivable	43,615.51
Other Current Assets	
1260 · Bad Debt Loss A/R	-231.55
1360 · Prepaid Insurance	7,320.84
Total Other Current Assets	7,089.29
Total Current Assets	699,756.44
Fixed Assets	
1290 · Grants Receivable	14,038.00
1400 · Fixed Assets	
1410 · Land	15,521.00
1430 · Office Equipment	4,352.00
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
1490 · 02 Backhoe	28,782.00
1495 · Generator	8,225.00
1500 · Other Equipment	8,250.00
1530 · Inventory	84,485.59
1590 · Lebec Well Motor Pump	10,109.35
1600 · Pumps & Wells	154,313.40
1610 · Tanks	306,208.72
1615 · Tank Ladders	6,972.00
1620 · Transmission & Distribution	636,423.00
1630 · Tools	2,220.73
1690 · Accumulated Depreciation	-826,680.15
Total 1400 · Fixed Assets	506,281.39
1601 · Chimney Cyn Pump Motor	10,982.70
1602 · Pump Equipment	36,932.00
1631 · Portable Pump	1,864.00
Total Fixed Assets	570,098.09

LEBEC COUNTY WATER DISTRICT

Balance Sheet

09/07/17

As of August 31, 2017

Accrual Basis

	Aug 31, 17
Other Assets	
1800 · Deposits	1,000.00
Total Other Assets	1,000.00
TOTAL ASSETS	<u>1,270,854.53</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts Payable	4,113.15
Total Accounts Payable	4,113.15
Other Current Liabilities	
2030 · Surplus Water Deposits	4,900.00
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	-0.15
Total 2300 · Payroll Liabilities	-0.37
Total Other Current Liabilities	5,187.87
Total Current Liabilities	9,301.02
Total Liabilities	9,301.02
Equity	
3290 · Fund Balance -Net Assets	797,919.12
3300 · Retained Earnings	421,831.57
3310 · Prior Period Adjustment	36,118.00
Net Income	5,684.82
Total Equity	1,261,553.51
TOTAL LIABILITIES & EQUITY	<u>1,270,854.53</u>

LEBEC COUNTY WATER DISTRICT

A/P Aging Detail

As of September 7, 2017

Name	Memo	Open Balance
Current		
3D Imaging Syste...	6175 maint agreement	142.44
AUS Aramark	uniforms	55.09
AUS Aramark	uniforms	55.09
At&T Office	office phone	193.79
BC Laboratories	water testing fees	62.50
Ca Bank-Visa	credit card	900.42
Lebec County Wat...	9016 SDWSRF Grant Reimburse...	15.99
Core & Main	6140 warning signs	275.28
Fred C. Gilbert Co.	6140 overflow supplies	218.21
Fred C. Gilbert Co.	6140 overflow supplies	179.18
Fred C. Gilbert Co.	6140 diaphragm lebec and stat...	125.96
Fred C. Gilbert Co.	6140 couplers	37.95
McMor Chlorinatio...	6140 chlorine	355.50
Pilot Travel Cente...	6022 gas gmc=1278 miles/dodg...	426.18
Price Disposal	6370 TRASH SERVICE 6370	42.33
SCE 2-36-538-2134	6360 Office 2-36-538-2134	88.16
State Compensati...	6120 workers comp insurance	664.25
Verizon Wireless	6340 cell phones	106.30
West Coast Truck ...	6205 office help	72.00
Wells Fargo Bank	6090 copier lease	96.53
Ability A...		32.30
Blue Shield		1,356.54
HD Suppl...		1,810.13
Santana'...	Circle Dr. Repair	4,990.50
Santana'...	Circle Dr. Repair	2,720.00
Santana'...	Circle Dr. Repair	1,586.00
SCE 2-03...		1,199.79
Anthem ...	6113 9/1/17-10/1/17 vision and ...	153.60
AT&T Uv...	6340	84.00
PGE5159	6380 State Well Pump Electrici...	2,460.33
PGE8279	6380 Lebec Well Pump Electrici...	1,096.84
PGE4923	6380 Ridge Route Pump	28.32
PGE5230	6380 Landfill Rd Booster Electr...	20.37
SCE 2-36...	6360 Office 2-36-538-2134	87.43
Wells Far...	Equipment Rental 6090	96.53
West Co...	Office coverage 6205	936.00
Walter M...	6110 annual payment	8,785.00
Wainrigh...	Rent 6290	800.00

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09/07/17

LEBEC COUNTY WATER DISTRICT

A/P Aging Detail

As of September 7, 2017

Name	Memo	Open Balance
Current		
Provost ...	SDWSRF Grant Claim 13	5,854.65
Lebec Co...	SDWSRF Grant Reimbursement ...	27.53
Lewis & ...	6255 bookkeeping	450.00
Martin, ...	6050 board stipend	100.00
Tucker, ...	6050 board stipend	100.00
Stern, Sa...	6050 board stipend	100.00
Radusch,...	6050 board stipend	100.00
Provost ...	SDWSRF Grant Claim 14	72,617.15
Lebec Co...	SDWSRF Grant Reimbursement ...	319.86

TOTAL

112,017.02

Lebec County Water District.

Monthly Distribution Report

August 2017

By: Mike Hightower, Jr.

Well Reports:

State Well

	August	July	Difference	Uranium	Fluoride	Nitrate
Static Level	134'8"	135'4"	+8	pCi/L 17	mg/L 2	24 mg/L
Drawdown	135'11"	136'7"	+8		Date: August 2017	
GPM	230 Gpm	230 Gpm			Bacteriological:	
Total Gallons	2,784,969	2,563,209	+221,760		Absent	

Lebec Well

	August	July	Difference	Uranium	Fluoride	Nitrate
Static Level	94'	92'8"	+1'4"	pCi/L 12	mg/L 1.4	25 mg/L
Drawdown	105'2"	106'6"	+1'4"		Date: August 2017	
GPM	210 Gpm	210 Gpm			Bacteriological:	
Total Gallons	2,297,968	1,993,151	+304,817		Absent	

Chimney Canyon Well

	August	July	Difference	Uranium	Fluoride	Nitrate
Static Level	178'5"	181'5"	+3	pCi/L 24	mg/L 2.1	28 mg/L
Drawdown	206'6"	209'6"	+3		Date: August 2017	
GPM	107 Gpm	107 Gpm			Bacteriological:	
Total Gallons	2,398,649	2,069,813	+328,836		Absent	

	August	July	Difference
Water Pumped	7,481,586 Gal	6,626,173 Gal	+855,413 Gal
Water Sold	6,450,370 Gal	5,823,561 Gal	+626,809 Gal
Water Loss	1,031,216 Gal	802,612 Gal	14 % August 2017

Cuddy Creek Well - Non-Potable

	August	July	Difference	Fluoride	Nitrate
Static Level	177 Feet	177 Feet	0	mg/L n/a	mg/L n/a
Drawdown	188 Feet	188 Feet	0	Date: August 2017	
Total Gallons	Gal 1088	Gal 3400	-2,312		

System Information:

1. All monthly bacteriological samples returned an absence for coliform bacteria for the month of August 2017.
2. No leaks were detected for the month of August.
3. Attached is a second proposal for a new soft start to be installed on Well # 01 "Lebec Well". The proposal includes everything needed to install, test the soft start. Power Tech's proposal 2775.00, versus 1,965.68 from P&J ELECTRIC a difference of 809.32 dollars. "Please see attached"
4. Back Hoe, out riggers are leaking very badly, with the left one being the worst of the two, operators are looking for the approval of the board to repair the hydraulic piston or pistons, depending on rather repairing both is approved.
5. Water Treatment Certification Review Grades 1-2 Palmdale, October 4-5, 2017. CRWA is offering a series of two-day classes designed to pretest, and detailed instruction on the expected range of knowledge for water treatment operators. This course is very beneficial, for passing the state exam. Only Jeff Bryan is in need of this course, and certification may be needed if the State choose a blending method of the wells due to water quality. Cost of this two-day class is 350.00 \$ plus his time, and use of the company truck. **"Please see attached"**
6. On call compensation is a subject yet to be discussed. Last meeting the board approved to remove overtime. This overtime was Lebec County Water Districts on call compensation. As it stands operators are subject to being on call, on standby in case of emergencies 3-4 days a week, with the fourth day rotating every other week. Operators are no longer being compensated for being on call. It is a practice of all known water companies to compensate their employees for being on call. With that said, I would ask the board to revisit company policy, and determine a reasonable compensation for its present and future employees for this time, with a written-on call policy, once agreed upon, this compensation should be retroactive to a time when this compensation was revoked.

All other systems are functioning as they should, Thank You!



Water Treatment Certification Review Grades 1-2 October 4-5, 2017 Palmdale (Los Angeles County)

CRWA is offering a series of two-day review classes designed to pre-test and detailed instruction on the expected range of knowledge for water treatment operators, and practice exams. This format helps operators brush up on the many aspects of water treatment systems, and assists students with test-taking skills. *Please bring a calculator with a ten-digit display.*

Location: Palmdale Water District, 2029 E Avenue Q, Palmdale, CA 93550

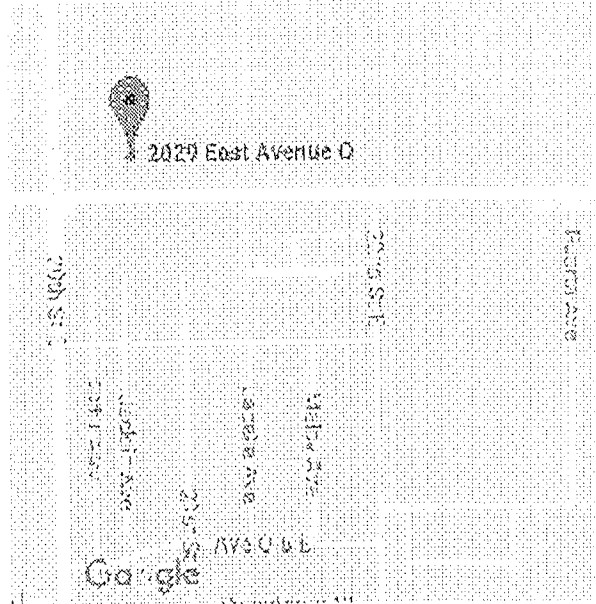
Class Schedule:

- 8:00 am – 8:30 pm: Sign In
- 8:30 am – 3:30 pm: Class
- 12:00 pm – 1:00 pm: Lunch (on your own)

Contact Hours: Each Two day class is worth 6 SWRCB Water Contact Hours and 6 REHS/CEUs

Information for the Attendee:

- A confirmation letter and map will **EMAILED** to you within two weeks of the class date so please make sure your email address is valid.
- All registrants who have registered and paid for the class at least seven business days prior to the class will receive their certificate on-site.
- If any registrant requires special accommodations for disabilities, please contact our office at 800-833-0322 ext. 1.
- Cancellations must be received by CRWA in writing five business days prior to the event to qualify for a refund.
- Cancellations received within this time frame, will be subject to a refund less a \$25 processing fee.
- All class transfer requests must be received five business days prior to class and are subject to CRWA approval. Transfers will only be valid within the same calendar year.



For more in-depth training, please visit www.calruralwater.org or call 800.833.0322.

Register Now! **CRWA MEMBERS: \$250** **NON MEMBERS: \$350**

Attendee(s) Name(s): _____ Current Dist. Grade: 0 1 2 3 4 5

System/Company Name: _____

System/Company Address: _____

Mailing Address for Certificate(s): _____

City: _____ State: _____ Zip: _____

Phone: _____ FAX: _____ Email: _____

CRWA Member (\$250 per student) Non-Member (\$350 per student) Payment Total \$ _____

Check to follow in mail (payable to CRWA) Credit Card (print info below)

Credit Card #: _____ Expiration Date: _____

Authorized Signature: _____

CRWA is a 501(c)(3) non-profit association proudly serving California's small water and wastewater organizations. Tap into a great resource for your system! For information on becoming a CRWA member, please call 800.833.0322 or visit www.calruralwater.org.

To register, please
send completed
form to CRWA via:



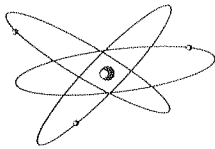
Fax: 916.553.4904
Email: cubaldo@calruralwater.org
Mail: CRWA, 1234 North Market Blvd., Sacramento, CA 95834

Opt-out: If you wish to be taken off our distribution list, please call 800.833.0322 or email ccolson@calruralwater.org. Thanks!

Power•Tech

ELECTRICAL SYSTEMS, INC.

EXPERT COMMERCIAL ELECTRICAL CONSTRUCTION



7/19/17
LEBEC COUNTY WATER DISTRICT
2037 Lebec Rd
Lebec, CA 93243
RE: Lebec Well

PROPOSAL

SCOPE OF WORK:

- Remove existing starter from pumping panel.
- Install soft starter in place of existing starter.
- Wire power to new soft start.
- Rework controls for new soft start.
- Energize, start motor and test operation.

TOTAL PRICE \$2,775.00

RECEIVED JUL 27 2017



1800 30th Street, Suite 280
Bakersfield, CA 93301-1930
Tel: (661) 616-5900
Fax: (661) 616-5890
www.ppeng.com

Via E-mail

August 29, 2017

Marco Sanchez
Caltrans District 6 - Right of Way

RE: Lebec County Water District - Proposed Well Site on Caltrans Property Near Tejon Pass Safety Roadside Rest Area at I-5 near Lebec, California

To whom it may concern:

Provost & Pritchard Consulting Group represents the Lebec County Water District (District) in a State of California Safe Drinking Water SRF Planning Grant. The District is seeking a site for a new drinking water well. The District is interested in a well site near the Tejon Pass Safety Roadside Rest Area (northbound side I-5) on Caltrans property. The Rest Area is located within the District boundary and the District supplies water to the Rest Area.

After drilling an unsuccessful test well in Lebec on the west side of I-5, the District's hydro-geologist, Kenneth Schmidt and Associates, reviewed alternative well sites within the District boundary. A site east of I-5 at the subject rest area is believed to have the best potential to provide both the quantity and quality water desired. The new well would replace an existing well that is contaminated with fluoride and uranium.

The District is seeking permission and access to drill and subsequently abandon and destroy a test well. If the test well is determined to provide good water quality and meets the minimum desired well yield, the District will seek an easement, license or purchase of the property for the construction and operation of a permanent water well and related facilities. If the water produced by the well meets all drinking water standards, a site of about 10,000 to 15,000 square feet will be needed. If it is determined that well head treatment is required, a site of about 20,000 square feet may be required. The District will complete the required CEQA documents. A Notice of Exemption will be filed for the test well. If the site is determined to be suitable for a permanent well, the District will complete the required CEQA documents before a permanent well is drilled.

The proposed well site is shown in the attached Exhibit A. The site is a portion of APN 255-540-50, Kern County. The site is proposed to be accessed directly from the service road on the southwest side of the Rest Area truck parking area. The District will require an access easement and year-round access to the well site. The area of interest is currently graded and clear of vegetation and does not appear to have any permanent use. The District would consider other locations within the parcel if necessary to meet Caltrans needs. Photos showing the area of interest are included in the email for your information.

Please review this proposal and provide the District guidance on how rights to drill on the subject property can be obtained and the approximate time frame to receive approval to drill the test well. The District is only interested if drilling the test well if rights to drill and operate a permanent well can be obtained. The District is under an extreme time schedule to complete a

test well. We are requesting that you expedite your review so that the District can proceed immediately with the project.

We are willing to meet with you at your pleasure to help expedite the review process.

Thank you for your assistance. We are looking forward to your response.

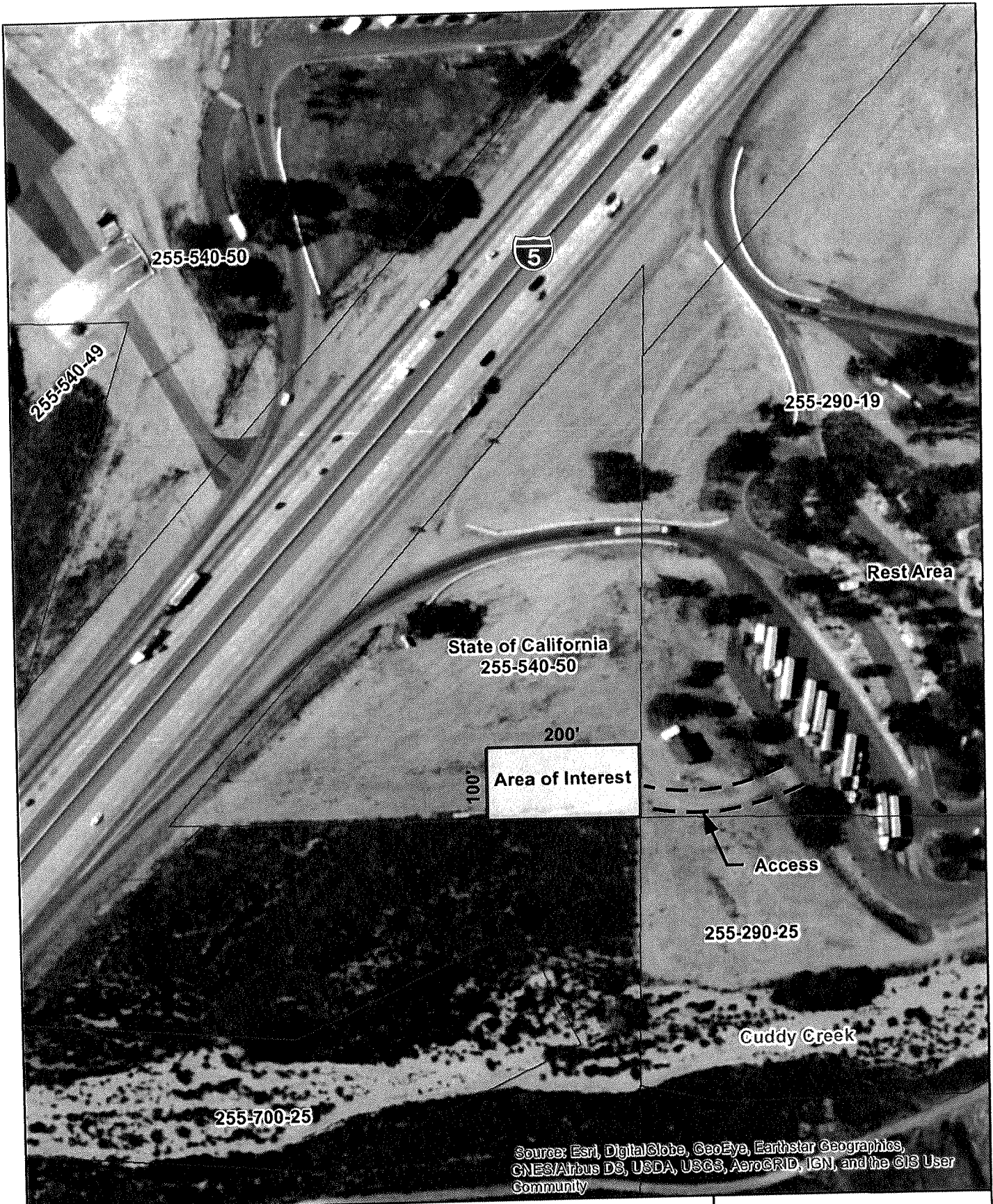
Respectfully,

A handwritten signature in black ink, appearing to read "Terry W. Schroepfer". The signature is fluid and cursive, with a long horizontal stroke at the end.

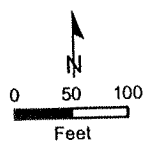


Terry W. Schroepfer, P.E.
Principal Engineer

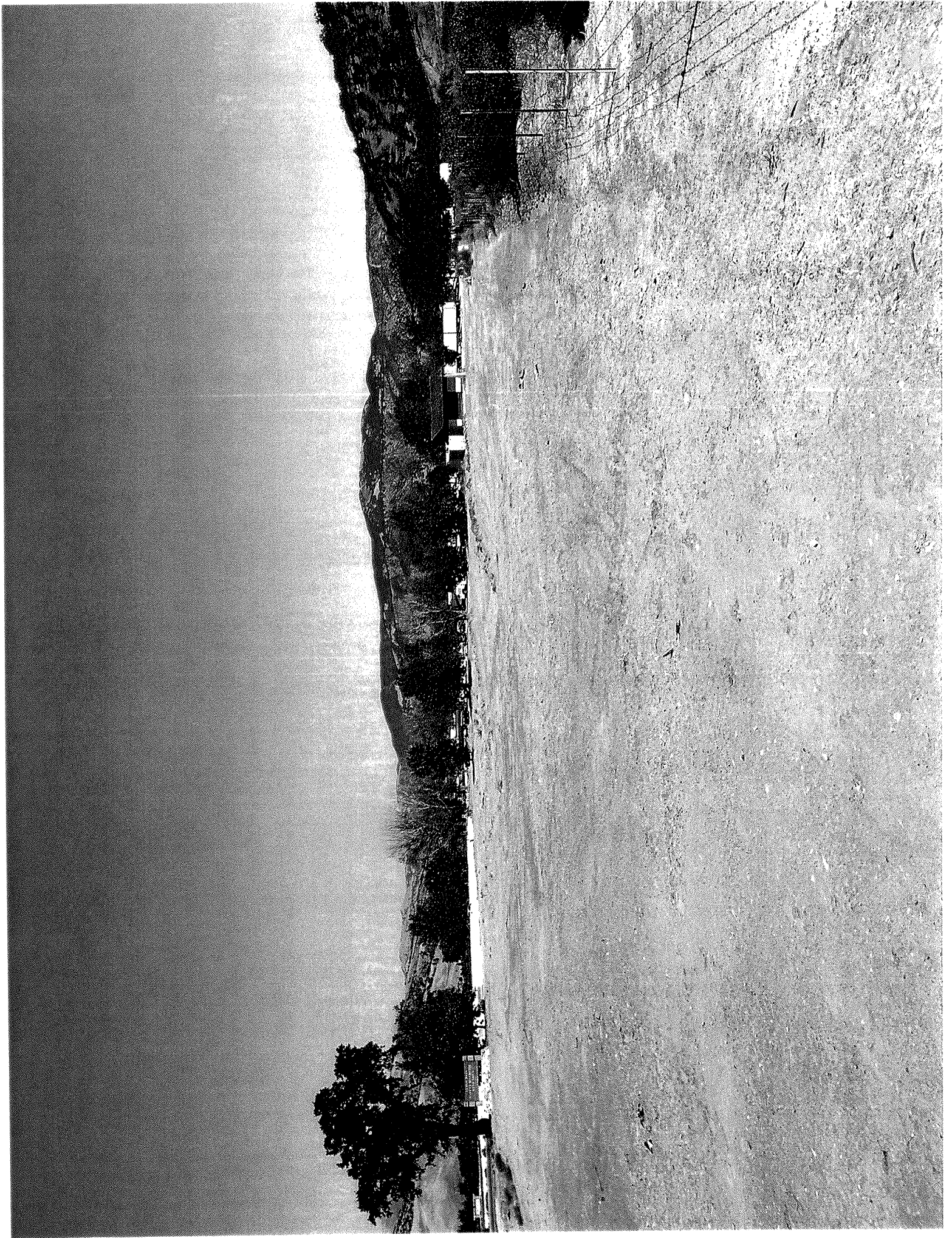
Attachments - 3

CC – Lebec County Water District
Fabian Ramos, SWRCB DFA



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

<p>EST. 1988 PROVOST & PRITCHARD CONSULTING GROUP An Employee Owned Company</p> 	<p> Parcel Line</p> <p> Proposed Well Site</p> <p>Section 34, T9N, R19W</p>	<p align="right">Exhibit A Proposed Well Site Lebec County Water District Tejon Pass Safety Roadside Rest Area</p>
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TEJON-CASTAC WATER DISTRICT

4436 Lebec Road
Lebec, CA 93243

Mailing Address
P.O. Box 478
Lebec, CA 93243

Telephone: (661) 248-3000
Facsimile: (661) 248-3100



September 13, 2017

To: Landowners / Water Users Within the Castac Lake Valley Basin

Subject: Implementing the Sustainable Groundwater Management Act within the Castac Lake Valley Basin

Dear Landowner / Water User:

As you may be aware, California enacted landmark legislation in 2014 known as the Sustainable Groundwater Management Act (SGMA). This legislation is significant for landowners as its stated goal is to limit groundwater pumping to sustainable levels. As part of SGMA compliance, Lebec County Water District (LCWD), Tejon-Castac Water District (TCWD), and Kern County are taking steps to jointly form a Groundwater Sustainability Agency (GSA) in order to maintain local control of the Castac Lake Basin. The GSA will, among other things, assume responsibility for preparing and implementing a Groundwater Sustainability Plan (GSP) for the Castac Lake Basin.

The Districts will be hosting a Workshop followed by a Public Hearing on _____, 2017 from ____ .m. to ____ .m. in the _____, located at _____. The following information will be presented:

- SGMA background
- Information regarding the Castac Lake Basin
- Schedule and process for Castac Lake GSA formation

We actively seek your input and involvement in this process and look forward to seeing you at the meeting. Thank you for your prompt attention in this matter.

Sincerely,

Dennis Atkinson, President, Tejon-Castac Water District
Willard Martin, President, Lebec County Water District

Table 1
Next Steps for Castac Lake Valley GSA Formation
 Tejon-Castac Water District, Kern County, California

Anticipated Action (a)	Target Completion Date	Responsible Party
Present informational item regarding GSA formation process / JPA at July Board meetings	July 10, 2017 July 18, 2017	LCWD TCWD
Develop draft letter to landowners regarding September 27?? workshop and joint public hearing (b)	August, 2017	TCWD (b)
Develop draft resolution to form GSA (c)	August, 2017	TCWD (c)
Distribute letter to landowners regarding September 27?? workshop and joint public hearing	Sept 13, 2017	LCWD TCWD
Present informational item regarding Workshop and Draft JPA at September Board meeting	Sep. 12, 2017 Sept. 12, 2017	LCWD TCWD
Provide public notification regarding September 27?? workshop and joint public hearing (d)	Sept. 13, 2017	LCWD TCWD
Host workshop and joint public hearing	Sept. 27, 2017??	LCWD TCWD
Adopt resolution to form GSA and sign JPA at October, 2017 Board meetings	October 10, 2017	LCWD TCWD
Submit GSA formation notice to DWR (e)	Early November, 2017	TCWD
GSA formation notice posted online (f)	Late Nov., 2017	DWR
90-day waiting period (g)	Late Feb. Early March, 2018	--
Castac Lake Basin GSA takes effect (h)	March, 2018	DWR

Abbreviations:

- "LCWD" = Lebec County Water District
- "CWC" = California Water Code
- "DWR" = California Department of Water Resources
- "GSA" = Groundwater Sustainability Agency
- "JPA" = Joint Powers Agreement
- "TCWD" = Tejon-Castac Water District

Table 1
Next Steps for Castac Lake Valley GSA Formation
Tejon-Castac Water District, Kern County, California

Notes:

- (a) The schedule listed in this table assumes that Kern County will proceed in a timely manner to sign the JPA and resolve to form the Castac Basin GSA.
- (b) EKI will support TCWD in developing the draft landowner letter. Work shop needs to happen no earlier or later than fifteen days after the first public announcement of said workshop is made (see asterisks).
- (c) Ernest Conant will support TCWD in developing the draft resolution.
- (d) Once a week for two consecutive weeks, pursuant to Government Code 6066 (newspaper, posting)
- (e) The GSA formation notice must be submitted to DWR within 30 days of the earliest resolution to form a GSA (CWC §10723.8(a)).
- (f) If the GSA formation notice is deemed to be complete, DWR is required to post the notice on its website within 15 days of receipt (CWC §10723.8(b)). The DWR is currently posting GSA formation notices at the following link: http://water.ca.gov/groundwater/sgm/gsa_table.cfm.
- (g) For a period of 90 days following the posting of a GSA formation notice, GSA-eligible entities are provided the opportunity to file a GSA formation notice with overlapping boundaries. Since there are no other GSA-eligible entities within the proposed Castac Lake GSA boundaries, it is not anticipated that GSA overlap will occur.
- (h) If no GSA with overlapping boundaries is filed, the Castac Lake GSA will take effect 90 days after DWR posts the GSA formation notice online (CWC §10723.8(c)).

Office Expense	6155:	\$	6,152	\$	7,500	\$	5,368	\$	7,000	
operations manag-	6195									
Outside Services	6205					\$	8,930			
Payroll-Gross Wages	6215:	\$	150,042	\$	165,000	\$	196,325	\$	185,000	(15,000)
Office Staff Wages	6225									
Water Operator Wage	6230									
Drug test fee	6233				??	\$	100			
Payroll Service Fees	6235					\$	160	\$	200	
Postage	6245:	\$	3,280	\$	3,500	\$	2,400	\$	3,000	
Accounting/Bookkeepin	6255					\$	5,550			
Consultants	6265					\$	225			
Audit	6260					\$	13,325			
Legal	6270					\$	3,113			
Professional Fees Otl	6250:	\$	24,688	\$	30,000	\$	22,213	\$	30,000	
Professional Fees	6250:	\$	24,688	\$	30,000	\$	22,213	\$	30,000	
Rent	6290:	\$	8,800	\$	9,600	\$	9,600	\$	9,600	
R&M other	6300					\$	706			
Repairs & Maintenance	6303:	\$	3,912	\$	4,000	\$	4,134	\$	4,000	
Generator repair	6301.1									
Backhoe repair	6301.2									
Repairs-Other	6301									
Generator Maintenance	6302.1									
Backhoe Maintenance	6302.2									
Maintenance	6302									
System R+M	6303									
Software System	6310:	\$	1,171	\$	1,200	\$	1,277	\$	1,300	
Payroll Taxes	6320					\$	16,384			
Property Taxes	6325					\$	100			
Taxes	6315:	\$	13,243	\$	14,100	\$	16,484	\$	15,000	
Telephone	6340:	\$	4,689	\$	5,000	\$	4,743	\$	5,000	
Tools	6342:	\$	1,520	\$	2,000	\$	528	\$	1,000	
Travel	6345:	\$	469	\$	1,000	\$	1,025	\$	1,100	
Uniforms	6352:	\$	2,869	\$	2,000	\$	1,065	\$	1,200	
Electric	6360					\$	650			
Gas	6365					\$	417			
Utilities – Office	6355:	\$	1,135	\$	1,750	\$	1,574	\$	1,700	
Trash	6370:	\$	508			###	\$	-		
Utilities – Pumps	6375:	\$	40,931	\$	45,000	\$	41,553	\$	43,000	(2,000)
Water Test	6390:	\$	2,391	\$	4,000	\$	2,828	\$	4,000	
Total Expense	:	\$	408,695	\$	464,200	\$	474,196	\$	470,350	(15,500)
Total operating Revenue	:	\$	423,591	\$	477,000	\$	475,626	\$	467,300	
Intrest	9000:					\$	55	\$	60	
Net Income	:	\$	14,896	\$	12,800	\$	1,485	\$	(2,990)	
surp water		\$	26,409	\$	31,500	\$	35,702	\$	20,000	

1st ¼ buget pre		july1to-jun30 auc	prop 16-17 budg	16-17 auc/q b	pop 17-18 budg	pop 17-18 board /chang
Commercial	4010	\$ 197,180	\$ 233,100	\$ 226,051	\$ 233,000	
Other Copies	4030	\$ 928	\$ 100		\$ -	
Residential	4040	\$ 138,672	\$ 151,200	\$ 153,515	\$ 152,000	
Rent Income	4060	\$ 8,026	\$ 8,100	\$ 7,575	\$ 8,300	
Meter Install	4070					
Kern Co. Tax Income	4100	\$ 38,536	\$ 38,000	\$ 40,958	\$ 41,000	
Surplus Water	4120	\$ 26,409	\$ 31,500	\$ 35,702	\$ 20,000	
Will Serve	4130	\$ 1,711	\$ 2,000	\$ 1,576	\$ 2,000	
L +C Charges	4140	\$ 12,127	\$ 13,000	\$ 10,252	\$ 11,000	
Operating Rvenue/ OI	4000	\$ 438,000	\$ 423,589	\$ 477,000	\$ 467,300	
Advertising	6010	\$ 422	\$ 500	\$ 173	\$ 300	
Gas	6022			\$ 4,389		
Repairs	6028					
GMC Repairs	6028.1			\$ 2,682		
DOG Repairs	6028.2			\$ 4,724		
Backhoe	6028.3			\$ 1,401		
Generator	6028.4					
Service	6030					
GMC Service	6030.2			\$ 484		
DOG Service	6030.1			\$ 565		
Auto Expense	6020	\$ 7,829	\$ 10,000	\$ 14,245	\$ 10,000	\$ (5,000)
Bad Debts	6035	\$ -	\$ -			
Bank Service Charge	6040	\$ 340	\$ 350	\$ 325	\$ 350	
Compensation of Boa	6050	\$ 3,300	\$ 7,200	\$ 4,800	\$ 7,000	\$ 1,000
Depreciation	6065	\$ 69,394	\$ 70,000	\$ 55,913	\$ 56,000	
Dues and Subscriptio	6070	\$ 1,539	\$ 2,000	\$ 1,699	\$ 2,000	
Education	6075	\$ 538	\$ 1,000	\$ 40	\$ 1,500	\$ 500
Engineering	6085	\$ 10,079	\$ 12,000	\$ 5,062	\$ 6,000	
Equipment Rental	6090	\$ 1,400	\$ 1,500	\$ 1,627	\$ 2,000	
Fees and permits	6095	\$ 2,582	\$ 3,000	\$ 2,013	\$ 3,000	
AFLAC	6112					
Business Ins	6115			\$ 7,968		
Medical Ins	6113			\$ 17,650		
Workers Com Ins	6120			\$ 9,306		
Ins	6115	\$ 18,127	\$ 33,000	\$ 34,924	\$ 35,000	
ins other						
Maintenance Services	6135			\$ 16,408		
Maintenance Supplies	6140			\$ 15,002		
Maintenance	6130	\$ 27,345	\$ 28,000	\$ 31,410	\$ 35,000	\$ 5,000
Meals & Entertainmer	6145			\$ 153		
Office expense-other	6155					
Computer	6160			\$ 732		
phone ans ser	6170			\$ 487		
Repair	6175			\$ 1,611		
Signage	6180			\$ 46		
Supplies	6185			\$ 2,492		

Good afternoon,

This is Hanna with the ILG. Please see below information about Key Pad Polling devices. Clickers are available to borrow in September.

We have 92 KeyPad Polling Devices (or clickers) available. The process of borrowing the clickers is:

- Make availability request via email (include the date of the meeting, the number of clickers needed, the date that you need receive the clickers, and equipment return date). You would email me.
- Sign the agreement (I will email it to you once I received your availability request email)
- Provide FedEx/UPS account information and shipping address. The cost to ship 92 clickers one way is around \$35 plus \$3.50 for a pickup.

You can reserve clickers several months in advance. You ship the clickers back after the meeting. We can discuss the situation where you need the clickers for a series of consecutive meetings (depending on availability).

About the KeyPad Polling Devices (also known as Audience Response System):

Clickers it is a useful way to receive and share participants' opinions. Each participant records their choice using a handheld keypad, which then transmits the information to a laptop computer that tabulates the responses and quickly produces an easy-to-read graph of the aggregated data. When combined with dialogue, this technology allows participants to anonymously select or prioritize options and then instantly view the group's collective judgment.

Clickers are easy to set up and use. We include step by step installation instructions. No internet is required to use them. Polling slides are easily embedded into PowerPoint Presentation.

Another alternative to clickers is MeetingSift. It is an online polling platform that is also easy to use. To use meeting sift, participants will need their smartphones as well as personal phone data plans and/or wi-fi in the room. There are free and subscription-based versions.

Please do not hesitate to give me a call if you have more questions. ILG also has 60 translation headsets – equipment that is used for simultaneous or consecutive translation.

Please do not hesitate to reach out to me if you have more questions.

Best regards,
Hanna

Hanna Stelmakhovych | Public Engagement Program Assistant
INSTITUTE FOR LOCAL GOVERNMENT
1400 K Street, Suite 205
Sacramento, CA 95814

tel 916-658-8221
email hstelmakhovych@ca-ilg.org
web www.ca-ilg.org
[Twitter](#) | [Facebook](#)