

June Lake Public Utility District
P O Box 99
June Lake, CA 93529
Office 760-648-7778 Fax 760-648-6801

THERE WILL BE A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JUNE LAKE PUBLIC UTILITY DISTRICT ON WEDNESDAY FEBRUARY 12, 2020 AT 5:00 PM AT 2380 HWY 158, JUNE LAKE, CA FOR THE FOLLOWING AGENDA FOR THE FOLLOWING AGENDA:

OPEN MEETING

Pledge of Allegiance

PUBLIC COMMENT

Speakers should give their name, affiliation if any and the subject they wish to comment on. Comments are limited to three (3) minutes. Discussions will **not** occur at this time. Topics should be of interest to the District. Any person may address the Board at this time upon any subject within the jurisdiction of the JLPUD; however, any matter that requires action will be referred to Staff for report and action at a subsequent Board meeting.

CONSENT CALENDAR

Check Register (BofA) for January 2020
Check Register (ESCB) for January 2020
LAIF-January 2020 / Cantella Statements November & December 2019
Line Budget Water/Sewer for January 2020
ESCB Credit Card Statement December 2019

APPROVAL OF MINUTES

Approval of minutes from the Regular Meeting, January 8, 2020

OLD BUSINESS

1. Seasonal customer billing practices, water and sewer.
2. Draft 2019-2020 Operation & Maintenance Budget

NEW BUSINESS

1. Replacement/disposal JLWTP Uranium canisters
2. Black Mountain utility billing, accounting and payroll software proposal.

BOARD MEMBER REPORT

O&M SUPERINTENDENT'S REPORT

MANAGER'S REPORT

EXECUTIVE (Closed) SESSION

PUBLIC EMPLOYMENT

Public employee pursuant to Government Code Section 54954.5

Title: General Manager

Open Session

Closed Session Report

ADJOURNMENT

Note: at any time during a regular session, the Board may adjourn to a closed session to consider litigation, personnel matters, or to discuss with legal counsel matters within the attorney-client privilege. Authority: Government Code Section 11126(a)(d)(q). In compliance with the Americans with Disabilities Act if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (760) 648-7778. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 13, 102-35, 104 ADA Title II). Any public record, relating to an open session agenda item that is distributed within 72 hours prior to the meeting is available for public inspection at the District's office, 2380 Hwy 158, June Lake, CA 93529.

2/7/2020

CONSENT CALENDAR

CHECK REGISTER JANUARY 2020 (BANK OF AMERICA)
CHECK REGISTER JANUARY 2020 (ESCB)

LOCAL AGENCY INVESTMENT FUND SUMMARY-JAN 2020

CANTELLA SUMMARY/TRADE CONFIRM – NOV & DEC 2019

LINE BUDGET WATER/SEWER FOR JANUARY 2020

ESCB VISA CARD STATEMENT-DEC 2019

B of A

June Lake P.U.D.

Check Register

For the Period From Jan 1, 2020 to Jan 31, 2020

Filter Criteria includes: Report order is by Date.

| Check # | Date | Payee | Amount |
|----------------|-------------|-------------------|-----------------|
| Elec Chk | 1/6/20 | PERS (12/25/2019) | 2,588.91 |
| Elec Chk | 1/24/20 | PERS (1/8/2020) | 2,588.91 |
| Elec Chk | 1/27/20 | PERS (1/22/2020) | 2,588.91 |
| Total | | | 7,766.73 |

ESCB

June Lake P.U.D.

Check Register

For the Period From Jan 1, 2020 to Jan 31, 2020

Filter Criteria includes: Report order is by Date.

| Check # | Date | Payee | Amount |
|--------------|---------|---|-------------------------|
| 1219 | 1/3/20 | CWEA (dues,subscriptions,fee) | 281.00 |
| 1220 | 1/3/20 | BARBARA MILLER Director) | 100.00 |
| 1221 | 1/3/20 | BOB STRONG (Director) | 100.00 |
| 1222 | 1/3/20 | MARY HALLUM (Director) | 100.00 |
| 1223 | 1/3/20 | DOUG SMITH (Director) | 100.00 |
| 1224 | 1/3/20 | HEIDI VETTER (Director) | 100.00 |
| 1225 | 1/3/20 | AMERIGAS (Utilities) | 55.86 |
| 1226 | 1/3/20 | AMERIGAS (Utilities) | 136.02 |
| 1227 | 1/3/20 | IUOE, LOCAL 12 (payroll deduction) | 110.00 |
| 1229 | 1/3/20 | FEDAK & BROWN LLP (professional services) | 3,600.00 |
| 1230 | 1/3/20 | USA Blue Book (supplies) | 36.87 |
| 1231 | 1/3/20 | June Lake Fire Protection Dist (rent) | 443.00 |
| 1232 | 1/3/20 | Mono County Paramedics (cleaning) | 195.00 |
| 1233 | 1/3/20 | General Store (supplies) | 23.88 |
| 1234 | 1/3/20 | Aqua Operations, INC. (GM Salary) | 12,933.20 |
| 1235 | 1/3/20 | Softline Data, Inc. (billing) | 485.00 |
| 1236 | 1/16/20 | Thomson Reuters-West (publication) | 296.00 |
| 1237 | 1/16/20 | FERGUSON WATER WORKS #1423 (water meters) | 57.63 |
| 1238 | 1/16/20 | VISA (ESCB-credit card) | 2,302.08 |
| 1239 | 1/16/20 | SOUTHERN CALIFORNIA EDISON (utilities) | 9,390.07 |
| 1240 | 1/16/20 | Mammoth Comm. Water District (samples/labs) | 454.84 |
| 1241 | 1/16/20 | WAGNER & BONSIGNORE (professional services) | 255.00 |
| 1242 | 1/16/20 | WAGNER & BONSIGNORE (professional services) | 255.00 |
| 1243 | 1/16/20 | KEN BLAISDELL (Class B Drivers lic. Renewal) | 103.50 |
| 1244 | 1/16/20 | Do It Center (supplies) | 9.60 |
| 1245 | 1/16/20 | FERGUSON WATER WORKS #1423 (water meters) | 462.88 |
| 1246 | 1/16/20 | FRONTIER COMMUNICATIONS (communications) | 826.47 |
| 1247 | 1/30/20 | SDRMA (health insurance) | 6,225.06 |
| 1248 | 1/30/20 | Channel Union 76 (fuel) | 1,389.24 |
| 1249 | 1/30/20 | JACOB PASCETTI (Grade II water test) | 264.56 |
| 1250 | 1/30/20 | STANDARD INSURANCE (benefits) | 279.69 |
| 1251 | 1/30/20 | BC Labs (samples) | 90.00 |
| 1252 | 1/30/20 | American Water Works Assoc (dues,subscriptions,fee) | 445.00 |
| 1253 | 1/30/20 | Bishop Welding Supply (supplies) | 50.00 |
| Total | | | <u>41,956.45</u> |

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

February 05, 2020

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

JUNE LAKE PUBLIC UTILITY DISTRICT

SECRETARY
 P.O. BOX 99
 JUNE LAKE, CA 93529

Tran Type Definitions

Account Number: 85-26-001

January 2020 Statement

| Effective Date | Transaction Date | Tran Type | Confirm Number | Authorized Caller | Amount |
|----------------|------------------|-----------|----------------|-------------------|----------|
| 1/15/2020 | 1/14/2020 | QRD | 1628985 | SYSTEM | 6,552.48 |

Account Summary

| | | | |
|-------------------|----------|--------------------|--------------|
| Total Deposit: | 6,552.48 | Beginning Balance: | 1,140,609.37 |
| Total Withdrawal: | 0.00 | Ending Balance: | 1,147,161.85 |

Statement for the Period November 1, 2019 to November 30, 2019

JUNE LAKE PUBLIC UTILITY DISTRICT - Corporation
 Account Number: A7T-574244



Account Overview

| CHANGE IN ACCOUNT VALUE | Current Period | Year-to-Date |
|---|-----------------------|----------------|
| BEGINNING VALUE | \$1,184,735.32 | \$1,122,070.52 |
| Additions and Withdrawals | \$0.00 | \$0.00 |
| Income | \$4,294.67 | \$26,895.62 |
| Taxes, Fees and Expenses | \$0.00 | \$0.00 |
| Change in Value | \$1,584.00 | \$41,647.85 |
| ENDING VALUE (AS OF 11/30/19) | \$1,190,613.99 | \$1,190,613.99 |
| Total Accrued Interest | \$4,938.01 | |
| Ending Value with Accrued Interest | \$1,195,552.00 | |

Refer to Miscellaneous Footnotes for more information on Change in Value.

ACCOUNT ALLOCATION

Money Markets 4.7%



CDs 95.3%

| | Percent | Prior Period | Current Period |
|---------------|----------------|-----------------------|-----------------------|
| Money Markets | 4.7 % | \$51,879.62 | \$56,174.29 |
| CDs | 95.3 | \$1,132,855.70 | \$1,134,439.70 |
| TOTAL | 100.0 % | \$1,184,735.32 | \$1,190,613.99 |

Account Allocation shows the percentage that each asset class represents of your total account value. Account Allocation for equities, fixed income, and other categories may include mutual funds and may be net of short positions. NFS has made assumptions concerning how certain mutual funds are allocated. Closed-end mutual funds and Exchange Traded Products (ETPs) listed on an exchange may be included in the equity allocation. The chart may not reflect your actual portfolio allocation. Consult your broker/dealer prior to making investment decisions.

CANTELLA & CO. INC.

MN_CEBHRSQPBBBGKRC_BBBBB 20191129

Account carried with National Financial Services LLC, Member NYSE, SIPC

Statement for the Period December 1, 2019 to December 31, 2019

JUNE LAKE PUBLIC UTILITY DISTRICT - Corporation
 Account Number: A7T-574244



SECURITIES OFFERED
 THROUGH
 CANTELLA & CO., INC.
 MEMBER FINRA/SIPC

Account Overview

| CHANGE IN ACCOUNT VALUE | Current Period | Year-to-Date |
|---|-----------------------|-----------------------|
| BEGINNING VALUE | \$1,190,613.99 | \$1,122,070.52 |
| Additions and Withdrawals | \$0.00 | \$0.00 |
| Income | \$1,263.74 | \$28,159.36 |
| Taxes, Fees and Expenses | \$0.00 | \$0.00 |
| Change in Value | (\$786.50) | \$40,861.35 |
| ENDING VALUE (AS OF 12/31/19) | \$1,191,091.23 | \$1,191,091.23 |
| Total Accrued Interest | \$5,966.05 | |
| Ending Value with Accrued Interest | \$1,197,057.28 | |

Refer to Miscellaneous Footnotes for more information on Change in Value.

ACCOUNT ALLOCATION

Money Markets 4.8%



CDs 95.2%

| | Percent | Prior Period | Current Period |
|---------------|----------------|-----------------------|-----------------------|
| Money Markets | 4.8 % | \$56,174.29 | \$57,438.03 |
| CDs | 95.2 | \$1,134,439.70 | \$1,133,653.20 |
| TOTAL | 100.0 % | \$1,190,613.99 | \$1,191,091.23 |

Account Allocation shows the percentage that each asset class represents of your total account value. Account Allocation for equities, fixed income, and other categories may include mutual funds and may be net of short positions. NFS has made assumptions concerning how certain mutual funds are allocated. Closed-end mutual funds and Exchange Traded Products (ETPs) listed on an exchange may be included in the equity allocation. The chart may not reflect your actual portfolio allocation. Consult your broker/dealer prior to making investment decisions.

Water

June Lake P.U.D.
Income Statement
Compared with Budget
For the Seven Months Ending January 31, 2020

| | Current Month Actual | Current Month Budget | Current Month Variance | Year to Date Actual | Year to Date Budget | Year to Date Variance |
|------------------------------|-------------------------|-------------------------|---------------------------|------------------------|------------------------|--------------------------|
| Revenues | | | | | | |
| WATER INT FR INVESTMENTS | \$ 0.00 | \$ 0.00 | 0.00 | \$ 0.00 | \$ 0.00 | 0.00 |
| Cell Tower Lease SBA- Water | 0.00 | 0.00 | 0.00 | 550.00 | 0.00 | 550.00 |
| WTR T&A CUR SECURED | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WTR T&A CUR UNSECURED | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WTR T&A PRIOR SECURED | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WTR T&A PR UNSECURED | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WTR STATE HOPTR SECURED | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WATER UNITARY TAX | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WTR STATE BIPTR SECURED | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WATER TIMBER TAX | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WATER SALES-RES & BUSINESS | 28,868.83 | 0.00 | 28,868.83 | 254,987.05 | 0.00 | 254,987.05 |
| 2003 WATER BOND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Misc Debits Water | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Adjustments | (148.40) | 0.00 | (148.40) | (3,399.87) | 0.00 | (3,399.87) |
| DEL CHGS ON WATER USERS | 242.22 | 0.00 | 242.22 | 1,184.20 | 0.00 | 1,184.20 |
| Water Winter standby | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WATER SALES-USFS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WATER SALES-OTHER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WATER INSPECTION FEES | 0.00 | 0.00 | 0.00 | 111.00 | 0.00 | 111.00 |
| Tapping Fee | 0.00 | 0.00 | 0.00 | 893.00 | 0.00 | 893.00 |
| Fixture Costs | 0.00 | 0.00 | 0.00 | 536.00 | 0.00 | 536.00 |
| WATER SERVICES OTHER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfers In Water | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Revenues | 28,962.65 | 0.00 | 28,962.65 | 254,861.38 | 0.00 | 254,861.38 |
| Cost of Sales | | | | | | |
| Total Cost of Sales | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Gross Profit | 28,962.65 | 0.00 | 28,962.65 | 254,861.38 | 0.00 | 254,861.38 |
| Expenses | | | | | | |
| WTR A&C-SALARIES | 2,727.20 | 0.00 | 2,727.20 | 28,672.53 | 0.00 | 28,672.53 |
| WTR VAC/ HOL/SL | 1,254.59 | 0.00 | 1,254.59 | 19,060.65 | 0.00 | 19,060.65 |
| WTR TRAVEL, MEETINGS & MILEA | 0.00 | 0.00 | 0.00 | 460.00 | 0.00 | 460.00 |
| S OF S - SALARIES | 0.00 | 0.00 | 0.00 | 2,967.81 | 0.00 | 2,967.81 |
| S OF S - SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

For Management Purposes Only

Water

June Lake P.U.D.
Income Statement
Compared with Budget
For the Seven Months Ending January 31, 2020

| | Current Month Actual | Current Month Budget | Current Month Variance | Year to Date Actual | Year to Date Budget | Year to Date Variance |
|--|-------------------------|-------------------------|---------------------------|------------------------|------------------------|--------------------------|
| S OF S-CONTRACTUAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WTR PUMPING-SALARIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WTR PUMPING-SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WTR PUMPING CONTRACTUAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WTR PUMPING-UTILITIES | 955.19 | 0.00 | 955.19 | 8,555.51 | 0.00 | 8,555.51 |
| WTR TRTMNT-SALARIES | 6,479.57 | 0.00 | 6,479.57 | 44,907.44 | 0.00 | 44,907.44 |
| WTR TRTMNT-SUPPLIES | 224.93 | 0.00 | 224.93 | 12,822.58 | 0.00 | 12,822.58 |
| WTR TRTMNT-CONTRACTUAL | 527.55 | 0.00 | 527.55 | 8,006.38 | 0.00 | 8,006.38 |
| WTR TRTMNT-UTILITIES | 1,786.54 | 0.00 | 1,786.54 | 8,343.54 | 0.00 | 8,343.54 |
| WTR T&D-SALARIES | 30.80 | 0.00 | 30.80 | 7,340.08 | 0.00 | 7,340.08 |
| METER INSTALL-SALARIES | 10.10 | 0.00 | 10.10 | 3,279.14 | 0.00 | 3,279.14 |
| WTR T&D-SUPPLIES | (261.74) | 0.00 | (261.74) | 1,833.53 | 0.00 | 1,833.53 |
| METER MAINT - SUPPLIES | 520.51 | 0.00 | 520.51 | 24,194.42 | 0.00 | 24,194.42 |
| WTR T&D-CONTRACTUAL | (4,078.26) | 0.00 | (4,078.26) | (0.03) | 0.00 | (0.03) |
| METER INSTALL-CONTRACTUAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WATER DEPRECIATION EXP | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WTR GM-SALARIES | 65.96 | 0.00 | 65.96 | 637.21 | 0.00 | 637.21 |
| WTR GM-SUPPLIES | 121.67 | 0.00 | 121.67 | 488.62 | 0.00 | 488.62 |
| WTR GM-CONTRACTUAL | 0.00 | 0.00 | 0.00 | 1,090.92 | 0.00 | 1,090.92 |
| WTR DIRECTORS FEES | 250.00 | 0.00 | 250.00 | 2,050.00 | 0.00 | 2,050.00 |
| WTR GAS, OIL & FUEL | 694.62 | 0.00 | 694.62 | 6,649.46 | 0.00 | 6,649.46 |
| WTR EMPLOYER SOC SEC | 0.00 | 0.00 | 0.00 | 482.45 | 0.00 | 482.45 |
| WTR - STATE COMP INSURANCE | 0.00 | 0.00 | 0.00 | 9,728.35 | 0.00 | 9,728.35 |
| WTR - HEALTH INSURANCE | 3,112.53 | 0.00 | 3,112.53 | 28,854.27 | 0.00 | 28,854.27 |
| WTR UNEMP INSURANCE | 0.00 | 0.00 | 0.00 | 843.90 | 0.00 | 843.90 |
| WTR PERS EMPLOYER'S CONTRIBU | 2,250.15 | 0.00 | 2,250.15 | 12,129.37 | 0.00 | 12,129.37 |
| WTR EMP MEDICARE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WTR DENTAL/VISION INSURANCE | 220.20 | 0.00 | 220.20 | 559.65 | 0.00 | 559.65 |
| WTR LTD & LIFE | 139.84 | 0.00 | 139.84 | 1,334.94 | 0.00 | 1,334.94 |
| CALPERS UNFUNDED LIABILITY- Pension Expense | 0.00 | 0.00 | 0.00 | 13,646.36 | 0.00 | 13,646.36 |
| WTR PUBLICATIONS & NOTICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WTR DUES, SUBSCRIP. & FEES | 370.50 | 0.00 | 370.50 | 386.86 | 0.00 | 386.86 |
| WTR OFFICE UTILITIES | 85.43 | 0.00 | 85.43 | 16,465.14 | 0.00 | 16,465.14 |
| WTR GEN'L INSURANCE | 0.00 | 0.00 | 0.00 | 460.80 | 0.00 | 460.80 |
| WTR PROF SERVICES | 1,800.00 | 0.00 | 1,800.00 | 11,483.45 | 0.00 | 11,483.45 |
| WTR OTHER EXPENSES | 0.00 | 0.00 | 0.00 | 7,433.82 | 0.00 | 7,433.82 |
| WTR OFFICE EXPENSES | 102.03 | 0.00 | 102.03 | 0.00 | 0.00 | 0.00 |
| WTR CONTRACTUAL SERVICES | 6,875.58 | 0.00 | 6,875.58 | 2,754.84 | 0.00 | 2,754.84 |
| WTR RENTS & LEASES | 150.00 | 0.00 | 150.00 | 42,220.49 | 0.00 | 42,220.49 |
| | | | | 1,050.00 | 0.00 | 1,050.00 |

For Management Purposes Only

Water

June Lake P.U.D.
 Income Statement
 Compared with Budget
 For the Seven Months Ending January 31, 2020

| | Current Month Actual | Current Month Budget | Current Month Variance | Year to Date Actual | Year to Date Budget | Year to Date Variance |
|-------------------------|-------------------------|-------------------------|---------------------------|------------------------|------------------------|--------------------------|
| WTR USFS MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WTR SM TOOLS & SUPPLIES | 11.94 | 0.00 | 11.94 | 637.68 | 0.00 | 637.68 |
| WTR COMMUNICATIONS | 748.82 | 0.00 | 748.82 | 4,964.83 | 0.00 | 4,964.83 |
| WTR UNCOLLECTIBLE ACCTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| VILLAGE REVENUE BOND | 0.00 | 0.00 | 0.00 | 820.63 | 0.00 | 820.63 |
| Transfer Out Water | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfer-in | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Expenses | 27,176.25 | 0.00 | 27,176.25 | 337,617.62 | 0.00 | 337,617.62 |
| Net Income | \$ 1,786.40 | \$ 0.00 | 1,786.40 | \$ (82,756.24) | \$ 0.00 | (82,756.24) |

June Lake P.U.D.
Income Statement
Compared with Budget
For the Seven Months Ending January 31, 2020

SEWER

| | Current Month Actual | Current Month Budget | Current Month Variance | Year to Date Actual | Year to Date Budget | Year to Date Variance |
|--------------------------------|-------------------------|-------------------------|---------------------------|------------------------|------------------------|--------------------------|
| Revenues | | | | | | |
| Intrst fr Investments Swr O&M | \$ 0.00 | \$ 0.00 | 0.00 | \$ 1.75 | \$ 0.00 | 1.75 |
| Cell Tower Lease SBA -Sewer | 1,100.00 | 0.00 | 1,100.00 | 7,160.00 | 0.00 | 7,160.00 |
| Intrst fr Invest Mosquito | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| T&A Cur Secured Swr O&M | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| T&A Cur Unsecured Swr O&M | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| T&A Pr Secured Swr O&M | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| T&A Pr Unsecured Swr O&M | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| HOPTR Secured Swr O&M | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Unitary Tax | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| BIPTR Secured Swr O&M | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Timber Tax Swr O&M | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Taxes & Assessments Mosquito | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Sales Discounts | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Service Charges Sewer | 32,358.22 | 0.00 | 32,358.22 | 274,611.65 | 0.00 | 274,611.65 |
| misc. debits | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Adjustments | (121.42) | 0.00 | (121.42) | (5,524.67) | 0.00 | (5,524.67) |
| Delinquent User Chgs-Swr O&M | 162.67 | 0.00 | 162.67 | 943.74 | 0.00 | 943.74 |
| Sewer winter standby | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Service Chrgs USFS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Other Serv Chgs Swr O&M | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Inspection Fees Swr O&M | 0.00 | 0.00 | 0.00 | 110.00 | 0.00 | 110.00 |
| Donations Mosquito | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| SEWER TAPPING FEE | 0.00 | 0.00 | 0.00 | 442.00 | 0.00 | 442.00 |
| Other Oper Revenues Swr O&M | 0.00 | 0.00 | 0.00 | 5,570.30 | 0.00 | 5,570.30 |
| Transfers In Sewer | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Revenues | 33,499.47 | 0.00 | 33,499.47 | 283,314.77 | 0.00 | 283,314.77 |
| Cost of Sales | | | | | | |
| Total Cost of Sales | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Gross Profit | 33,499.47 | 0.00 | 33,499.47 | 283,314.77 | 0.00 | 283,314.77 |
| Expenses | | | | | | |
| A&C Salaries Swr O&M | 5,443.36 | 0.00 | 5,443.36 | 49,271.60 | 0.00 | 49,271.60 |
| Vac/Hol/SL Swr O&M | 1,254.13 | 0.00 | 1,254.13 | 19,060.18 | 0.00 | 19,060.18 |
| Travel, Meetings & Mileage Swr | 0.00 | 0.00 | 0.00 | 76.64 | 0.00 | 76.64 |

For Management Purposes Only

SEWER

June Lake P.U.D.
Income Statement
Compared with Budget
For the Seven Months Ending January 31, 2020

| | Current Month Actual | Current Month Budget | Current Month Variance | Year to Date Actual | Year to Date Budget | Year to Date Variance |
|-------------------------------|-------------------------|-------------------------|---------------------------|------------------------|------------------------|--------------------------|
| Payroll Unallocated | 0.00 | 0.00 | 0.00 | 3,942.06 | 0.00 | 3,942.06 |
| Salaries Swr Collection | 5,288.85 | 0.00 | 5,288.85 | 37,485.84 | 0.00 | 37,485.84 |
| Supplies Swr Collection | 0.00 | 0.00 | 0.00 | 5,457.92 | 0.00 | 5,457.92 |
| Contractual Swr Collection | 0.00 | 0.00 | 0.00 | 14,488.00 | 0.00 | 14,488.00 |
| Utilities Swr Collection | 1,800.41 | 0.00 | 1,800.41 | 12,914.15 | 0.00 | 12,914.15 |
| Salaries Swr Disposal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Supplies Swr Disposal | 0.00 | 0.00 | 0.00 | 312.56 | 0.00 | 312.56 |
| Contractual Swr Disposal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Salaries Swr Treatment | 7,109.64 | 0.00 | 7,109.64 | 32,592.82 | 0.00 | 32,592.82 |
| Supplies Swr Treatment | 189.60 | 0.00 | 189.60 | 4,902.30 | 0.00 | 4,902.30 |
| Contractual Swr Treatment | 102.72 | 0.00 | 102.72 | 2,048.78 | 0.00 | 2,048.78 |
| Utilities Swr Treatment | 4,983.95 | 0.00 | 4,983.95 | 26,520.49 | 0.00 | 26,520.49 |
| Freight and Delivery | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Salaries Genl Main Swr | 65.96 | 0.00 | 65.96 | 637.21 | 0.00 | 637.21 |
| Supplies Gen; Maint Swr | 121.68 | 0.00 | 121.68 | 488.66 | 0.00 | 488.66 |
| Contractual Genl Maint Swr | 0.00 | 0.00 | 0.00 | 1,090.93 | 0.00 | 1,090.93 |
| Salaries Mosquito | 0.00 | 0.00 | 0.00 | 9,107.23 | 0.00 | 9,107.23 |
| Supplies Mosquito | 0.00 | 0.00 | 0.00 | 5,908.39 | 0.00 | 5,908.39 |
| Contractual Mosquito | 820.00 | 0.00 | 820.00 | 820.00 | 0.00 | 820.00 |
| Directors Fees Swr O&M | 250.00 | 0.00 | 250.00 | 2,050.00 | 0.00 | 2,050.00 |
| Gas, Oil & Fuel Swr O&M | 694.62 | 0.00 | 694.62 | 6,602.39 | 0.00 | 6,602.39 |
| Employer Social Security Swr | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| State Compensation Swr O&M | 0.00 | 0.00 | 0.00 | 10,210.80 | 0.00 | 10,210.80 |
| Health Insurance Swr O&M | 3,112.53 | 0.00 | 3,112.53 | 28,854.27 | 0.00 | 28,854.27 |
| Unemployment Ins Swr O&M | 0.00 | 0.00 | 0.00 | 843.90 | 0.00 | 843.90 |
| PERS Emplr Contribution Swr | 2,250.15 | 0.00 | 2,250.15 | 12,129.36 | 0.00 | 12,129.36 |
| Employer Medicare Swr | 431.08 | 0.00 | 431.08 | 3,844.89 | 0.00 | 3,844.89 |
| Dental/Vision Insurance Swr | 220.20 | 0.00 | 220.20 | 559.67 | 0.00 | 559.67 |
| LTD & Life Ins Swr O&M | 139.85 | 0.00 | 139.85 | 1,334.99 | 0.00 | 1,334.99 |
| CalPers Unfunded Liability-sw | 0.00 | 0.00 | 0.00 | 13,646.36 | 0.00 | 13,646.36 |
| Pension Expense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Depreciation Swr O&M | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Publication & Notices Swr | 0.00 | 0.00 | 0.00 | 386.87 | 0.00 | 386.87 |
| Dues, Subsc & Fees Swr | 561.50 | 0.00 | 561.50 | 25,602.78 | 0.00 | 25,602.78 |
| Office Utilities Swr O&M | 85.43 | 0.00 | 85.43 | 460.83 | 0.00 | 460.83 |
| Gen'l Insurance Swr O&M | 0.00 | 0.00 | 0.00 | 11,483.47 | 0.00 | 11,483.47 |
| Professional Svcs Swr O&M | 1,925.34 | 0.00 | 1,925.34 | 8,427.33 | 0.00 | 8,427.33 |
| Construction WV Prof Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Office Expenses Swr O&M | 102.03 | 0.00 | 102.03 | 2,738.75 | 0.00 | 2,738.75 |
| Contractual Services Swr O&M | 6,875.60 | 0.00 | 6,875.60 | 42,220.61 | 0.00 | 42,220.61 |

For Management Purposes Only

SEWER

June Lake P.U.D.
Income Statement
Compared with Budget
For the Seven Months Ending January 31, 2020

| | Current Month Actual | Current Month Budget | Current Month Variance | Year to Date Actual | Year to Date Budget | Year to Date Variance |
|--------------------------------|-------------------------|-------------------------|---------------------------|------------------------|------------------------|--------------------------|
| Rents & Leases Swr O&M | 150.00 | 0.00 | 150.00 | 1,050.00 | 0.00 | 1,050.00 |
| USFS Maintenance Swr O&M | 0.00 | 0.00 | 0.00 | 11,536.31 | 0.00 | 11,536.31 |
| Sm Tools & Supplies Swr O&M | 11.94 | 0.00 | 11.94 | 637.73 | 0.00 | 637.73 |
| Communicationws Swr O&M | 966.91 | 0.00 | 966.91 | 3,909.26 | 0.00 | 3,909.26 |
| Uncollectible Accts Swr O&M | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| A/R Early Pymnt Credit Swr O&M | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Suspense Acct Returned Checks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Bond Principal Payment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfer Out Sewer | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfer-In | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfer-out | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Expenses | 44,957.48 | 0.00 | 44,957.48 | 415,656.33 | 0.00 | 415,656.33 |
| Net Income | \$ (11,458.01) | \$ 0.00 | (11,458.01) | \$ (132,341.56) | \$ 0.00 | (132,341.56) |

For Management Purposes Only



Rewards

Bonus Points Available 2,302

Account Summary

Table with 3 columns: Item, Sign, Amount. Includes Billing Cycle, Days In Billing Cycle, Previous Balance, Purchases, Cash, Balance Transfers, Special, Credits, Payments, Other Charges, Finance Charges.

NEW BALANCE \$2,302.08

Credit Summary

Table with 2 columns: Item, Amount. Includes Total Credit Line, Available Credit Line, Available Cash, Amount Over Credit Line, Amount Past Due, Disputed Amount.

Account Inquiries



Call us at: (800) 883-0131
Lost or Stolen Card: (800) 883-0131



Go to MyCardStatement.com



Write us at PO BOX 31537, TAMPA, FL 33631-3537

Payment Summary

Table with 2 columns: Item, Amount. Includes NEW BALANCE \$2,302.08, MINIMUM PAYMENT \$2,302.08, PAYMENT DUE DATE 01/26/2020

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Table with 6 columns: Trans Date, Post Date, Plan Name, Reference Number, Description, Amount. Lists transactions from 12/06 to 12/28.

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

TCM BANK NA
PO BOX 31481
TAMPA FL 33631-3481

Account Number

####

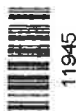
Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Table with 4 columns: Closing Date, New Balance, Total Minimum Payment Due, Payment Due Date. Values: 01/01/20, \$2,302.08, \$2,302.08, 01/26/20

\$

JUNE LAKE PUBLIC UTILITY
PO BOX 99
JUNE LAKE CA 93529-0099



MAKE CHECK PAYABLE TO:



VISA
PO BOX 6818
CAROL STREAM IL 60197-6818

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
JUNE LAKE PUBLIC UTILITY DISTRICT

President Strong called the regular meeting of January 8, 2020 of the Board of Directors of the June Lake Public Utility District (JLPUD) to order at 11:01 a.m. at 2380 Hwy 158, June Lake, CA.

Pledge of Allegiance

A. ROLL CALL

Directors Present: Miller, Hallum, Strong, Smith (phone in) and Vetter
Director absent: --
Staff Present: Interim GM Hildebrand, Superintendent Simmons, and Secretary Baldwin

B. PUBLIC COMMENT

C. CONSENT CALENDAR

Board action: to accept the Consent Calendar as written, it was noted that there was no aged analysis on the Consent Calendar.

Motion by: Director Miller
Seconded by: Director Hallum
Motion: passed unanimously

D. APPROVAL OF MINUTES

1. Board action: to approve Regular Minutes from December 11, 2019 as written

Motion by: Director Miller
Seconded by: Director Vetter
Motion: passed unanimously

E. OLD BUSINESS

1. Board action: to extend the original contract as is from month to month. Board discussed what the changes were in the second contract, the 3 month's contract extension, 10hrs of drive time vs. flying into Mammoth. Director Smith stated the District isn't sure how much time or what the future needs will be from Aqua Operations and it would be difficult to speculate.

Motion by: Director Hallum
Seconded by: Director Miller
Motion: passed unanimously

2. Seasonal customer billing practices, water & sewer:

No Board action: Discussion only. Staff more time to find documents.

F. NEW BUSINESS

1. Board action: Impose a spending moratorium for any expenses over \$1,000 outside of operations & maintenance. These expenses will need Board approval. It is the Board's concern that the District hasn't had a budget in six (6) months and the Board isn't clear where the District stands financially. Interim GM Hildebrand stated he feels the District will need another rate increase. The Board formed a Finance Committee that will meet twice (2) a month. The members are Director Smith and Director Vetter. Director Smith stated that two (2) years ago Mammoth Community Water District put in solar panels at their WWTP. They split the cost over two years

and are seeing a return on that investment. Director Smith feels this should cut our utility costs. The Board directed Staff to do research on adding solar panels at the Districts WWTP.

Motion by: Director Hallum

Seconded by: Director Vetter

Motion: passed unanimously

G. BOARD MEMBER REPORT

Director Vetter stated she has another commitment every third Wednesday and asked the Board if they would like to change to meeting time to a more permanent time. After some discussion it was decided to continue with making adjustments every third Wednesday. No changes.

H. O&M SUPERINTENDENT REPORT

1. Drained Silver Lake Tract water main for the winter.
2. Installed new pull cables in the manholes to open & close the gates to divert flow to the ponds and shoveled the snow off the clarifier.
3. Repaired broken clean out on Waterfall St. and installed a concrete box.
4. Replaced the manhole lid on Bruce & Leonard St.
5. Greased the pumps at Oh! Ridge #1, #2 and Station #1 & #2.
6. Aqua Sierra came out to replace Snow Creek tank transducer. The transducer cable was shorted out and Aqua Sierra found an unused cable to use for the transducer

I. MANAGER REPORT

1. Interim GM Hilderbrand stated that last month he was here in the District offices for two (2) weeks and worked from home for two (2) weeks. He has been working on the budget and stated that some of the expenses last year were "astonishing" to him. He also stated that it appears the current rate increase didn't consider the 2% COLA and it seems Willdan left out the CPI (consumer price index) and the 2% COLA in their rate analysis report. Interim GM Hilderbrand is hoping to have a budget for February 2020 Board meeting.
2. In regard to the budget and the utility costs, solar is a good thing to look at, but the cost for the WWTP will not get any cheaper. When the plant gets turned off during peak seasons to save utility costs this causes the plant to get out of balance with the BOD's (dissolved oxygen). Director Strong asked about Grants and accounting software? Secretary Baldwin and Secretary Morgan had a demo of Black Mountain Software Accounting last month. Looks like it will handle payroll and CalPERS. We will need to find another entity to manage the District's website. Our current website is managed through Softline Data (utility billing). Secretary Baldwin would like to discuss accounting needs with the Auditor to get his input before we change. Interim GM Hilderbrand has an IRWMP meeting coming up and he has a couple grant items to file with them before the meeting. GM Hilderbrand stated the District did get a reduction in its SWRCB annual fees for being a disadvantage community. The District will still need an outside consultant firm to assist with grants. Interim GM Hilderbrand stated the State (CA) has simplified the grant request process.

J. Close Open Session at 12:30 p.m.

K. EXECUTIVE SESSION in @ 12:35 p.m.

**L. EXECUTIVE SESSION
PUBLIC EMPLOYMENT**

Public employee pursuant to Government Code Section 54954.5
Title: General Manager

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
Pursuant to Government Code Section 54954.5
Possible litigation, One (1) potential case

M. CLOSED EXECUTIVE SESSION: 1:43 p.m.

N. OPEN SESSION: 1:43 p.m.

O. EXECUTIVE SESSION REPORT:
Board action: Discussion only

P. ADJOURNMENT

There being no further business, it was moved, seconded and unanimously passed to adjourn at 1:44 p.m. (Hallum/Vetter).

Respectfully Submitted,

Juli Baldwin
Ex-officio Secretary

June Lake Public Utility District

Memorandum

To: Board of Directors

From: Juli Baldwin, Admin Asst.

CC:

Regarding Item 1 under Old Business-Seasonal customer billing practices, water and sewer:

In the packet is the supporting documents that I found regarding Grant Lake and other seasonal customers. Please note they are in date order starting with January 10, 1981 and ending November 20, 1985.

Questions and answers will be discussed at the meeting.

2019-2020 DRAFT O&M BUDGET

SALARIES

| | | | |
|---------|-------------------------|---------------------|---------------------|
| 5020-00 | A&C Salaries Swr O&M | 108,000.00 | |
| 5020-20 | WTR A&C-SALARIES | 108,000.00 | |
| 5320-00 | Salaries Swr Collection | 60,000.00 | |
| 5320-20 | S OF S - SALARIES | 7,000.00 | |
| 5420-00 | Salaries Swr Disposal | 500.00 | |
| 5420-20 | WTR PUMPING-SALARIES | 1,500.00 | |
| 5520-00 | Salaries Swr Treatment | 40,000.00 | |
| 5520-20 | WTR TRTMNT-SALARIES | 72,000.00 | |
| 5620-20 | WTR T&D-SALARIES | 12,000.00 | |
| 5625-20 | METER INSTALL-SALARIES | 5,000.00 | |
| 5720-00 | Salaries Genl Main Swr | 750.00 | |
| 5720-20 | WTR GM-SALARIES | 750.00 | |
| | | <u>\$415,500.00</u> | <u>\$415,500.00</u> |

DIRECTORS FEES

| | | | |
|---------|------------------------|--------------------|--------------------|
| 5920-00 | Directors Fees Swr O&M | 7,000.00 | |
| 5920-20 | WTR DIRECTORS FEES | 7,000.00 | |
| | | <u>\$14,000.00</u> | <u>\$14,000.00</u> |

BENEFITS

| | | | |
|---------|--------------------------------|---------------------|---------------------|
| 6110-00 | Employer Social Security Swr | 31.43 | |
| 6110-20 | WTR EMPLOYER SOC SEC | 94.29 | |
| 6111-00 | State Compensation Swr O&M | 16,366.97 | |
| 6111-20 | WTR - STATE COMP INSURANCE | 16,366.96 | |
| 6112-00 | Health Insurance Swr O&M | 41,485.44 | |
| 6112-20 | WTR - HEALTH INSURANCE | 38,330.58 | |
| 6113-00 | Unemployment Ins Swr O&M | 0.00 | |
| 6113-20 | WTR UNEMP INSURANCE | 0.00 | |
| 6114-00 | PERS Emplr Contribution Swr | 23,507.11 | |
| 6114-20 | WTR PERS EMPLOYER'S CONTRIBUTI | 23,506.97 | |
| 6115-00 | Employer Medicare Swr | 7183.98 | |
| 6115-20 | WTR EMP MEDICARE | 3154.86 | |
| 6116-00 | Dental/Vision Insurance Swr | 1,424.85 | |
| 6116-20 | WTR DENTAL/VISION INSURANCE | 1,424.85 | |
| 6117-00 | LTD & Life Ins Swr O&M | 2,292.35 | |
| 6117-20 | WTR LTD & LIFE | 2,292.32 | |
| | | <u>\$177,462.96</u> | <u>\$177,462.96</u> |

VACATION-HOLIDAY-SICKLEAVE

| | | |
|---------|--------------------|-----------|
| 5118-00 | Vac/Hol/SL Swr O&M | 29,550.92 |
| 5118-20 | WTR VAC/ HOL/SL | 29,551.24 |

\$59,102.16 \$59,102.16

LABOR BUDGET \$666,065.12

EXPENSE

| | | |
|---------|---------------------------|----------|
| 5450-20 | WTR PUMPING-UTILITIES | 13064.69 |
| 5530-20 | WTR TRTMNT-SUPPLIES | 21699.54 |
| 5540-20 | WTR TRTMNT-CONTRACTUAL | 21280.6 |
| 5550-20 | WTR TRTMNT-UTILITIES | 20628.96 |
| 5630-20 | WTR T&D-SUPPLIES | 4148.79 |
| 5635-20 | METER MAINT - SUPPLIES | 9539.76 |
| 5640-20 | WTR T&D-CONTRACTUAL | 347.73 |
| 5730-20 | WTR Gen Maint-SUPPLIES | 2585.6 |
| 5740-20 | WTR Gen Maint-CONTRACTUAL | 3696.83 |
| 6100-20 | WTR GAS, OIL & FUEL | 8354.65 |
| 6220-20 | WTR OFFICE UTILITIES | 1240.71 |
| 6240-20 | WTR GEN'L INSURANCE | 10650.88 |
| 6270-20 | WTR PROF SERVICES | 27440.39 |
| 6300-20 | WTR OFFICE EXPENSES | 4346.05 |
| 6310-20 | WTR CONTRACTUAL SERVICES | 3967.08 |
| 6360-20 | WTR RENTS & LEASES | 1800 |
| 6440-20 | WTR SM TOOLS & SUPPLIES | 2169.12 |
| 6520-20 | WTR COMMUNICATIONS | 3617.76 |

160579.14 \$160,579.14

| | | |
|---------|------------------------------|----------|
| 6220-20 | WTR OFFICE UTILITIES | 1240.71 |
| 6240-20 | WTR GEN'L INSURANCE | 10650.88 |
| 6270-20 | WTR PROF SERVICES | 27440.39 |
| 6300-20 | WTR OFFICE EXPENSES | 4346.05 |
| 6310-20 | WTR CONTRACTUAL SERVICES | 3967.08 |
| 6360-20 | WTR RENTS & LEASES | 1800 |
| 6270-00 | Professional Srvs Swr O&M | 29174.74 |
| 6300-00 | Office Expenses Swr O&M | 4428.6 |
| 6310-00 | Contractual Services Swr O&M | 5354.79 |
| 6360-00 | Rents & Leases Swr O&M | 1800 |
| 6440-00 | Sm Tools & Supplies Swr O&M | 2047.57 |

| | | | |
|---------|--------------------------|----------|---------------------|
| 6520-00 | Communicationws Swr O&M | 4286.49 | |
| | | 84645.71 | <u>\$84,645.71</u> |
| 6180-00 | Dues, Subsc & Fees Swr | 23002.77 | |
| 6220-00 | Office Utilities Swr O&M | 1179.32 | |
| 6240-00 | Gen'l Insurance Swr O&M | 10650.88 | |
| | | 34832.97 | <u>\$34,832.97</u> |
| | | | \$280,057.82 |
| | | | \$666,065.12 |
| | 2019-20 O&M BUDGET | | <u>\$946,122.94</u> |
| | WATER REVENUE | | \$423,244.00 |
| | SEWER REVENUE | | \$472,938.00 |
| | TOTAL REVENUE FROM SALES | | <u>\$896,182.00</u> |

June Lake Public Utility District

Memorandum

To: Board

From: Juli Baldwin, Admin Asst.

CC:

In the packet is a quote from Black Mountain Software for \$31,963.00. Please note this includes utility billing, accounting and payroll. To clarify, the District has UBMax (utility billing and web hosting), Sage 50 (accounting/payroll), iSolved (payroll services). The annual cost for these programs is as follow:

| | |
|---------|--|
| UBMax | \$485/yr for Utility and \$145/yr webhosting |
| Sage 50 | \$1,620.98/yr (may increase this year) |
| iSolved | \$1,820.00/yr |

| | |
|----------------|--------------------|
| Black Mountain | \$6,500.00/yr |
| Streamline | \$1,200-\$1,800/yr |

If we leave UBMax, the District will need another company to host its website. Heather and I did a demo with Streamline in December 2019. It is very easy to use and is a very profession looking website. Their website is completely compliant with California website requirements and ADA requirements. Streamline maintains our compliancy. It should be stated that our current website is not California/ADA compliant.

When speaking with Black Mountain, they advised updating the District in pieces and recommended switching the utility billing first and then switching the accounting and payroll. They think it will take about 2-4 months to get the District converted. They will not have us live and billing until they are confident

that all aspects of the conversion are done. I also confirmed with BM Software that they are a “fund” accounting system which is what the auditor Chris Brown recommended we use. Mr. Brown also suggested that the District not change accounting system just yet. He recommended waiting until we are finished with last fiscal audit. He also gave me some suggestions of questions to ask Black Mountain Software regarding accounting.

I do recommend switching to Streamline web hosting. As of January 2020 the State requirements changed for all Special District in California and our current website is not ADA compliant and State compliant.

Quote

12/18/2019



June Lake Public Utility District
 Juli Baldwin
 PO Box 99
 June Lake, CA 93529-0099
 info@junelakepubd.com

145 Southlake Crest, Ste 1
 Polson, MT 59860

Heather Neff
 800.353.8829 Option: 3

| <i>Product Description</i> | <i>Purchase Price</i> | <i>Annual Fees</i> | <i>One-Time Conversion</i> | <i>Total</i> |
|--|-----------------------|--------------------|----------------------------|-------------------|
| Utility Billing | 0.00 | 1,420.00 | 2,835.00 | 4,255.00 |
| UB - ACH | 0.00 | 100.00 | | 100.00 |
| UB - AMR Interface | 0.00 | 160.00 | | 160.00 |
| UB - Email Bills | 0.00 | 100.00 | | 100.00 |
| UB - Processing Interface - BDS * Online Payments, CC Payments, etc. | 525.00 | 135.00 | | 660.00 |
| Service Orders | 2,520.00 | 505.00 | | 3,025.00 |
| CR - Barcode Scanner | 450.00 | | | 450.00 |
| Accounting | 5,250.00 | 1,050.00 | 945.00 | 7,245.00 |
| Credit Card Manager | 1,050.00 | 210.00 | | 1,260.00 |
| Purchase Orders | 1,050.00 | 210.00 | | 1,260.00 |
| Payroll | 2,720.00 | 735.00 | 545.00 | 4,000.00 |
| ACH Direct Deposit | 1,000.00 | 100.00 | | 1,100.00 |
| Cloud Hosting | | 1,910.00 | | 1,910.00 |
| Upgrade/Reinstatement Fee for Utility Billing, ACH, Email Bills, AMR | | | | 7,098.00 |
| FREE UNLIMITED Online Training for All Products - Installation, Initial Training, Ongoing Training | | | | 0.00 |
| Subtotals: | | \$14,565.00 | \$6,635.00 | \$4,325.00 |
| Grand Total: | | \$32,623.00 | | |

Terms

1. Black Mountain Software (BMS) has made every effort to ensure the information contained within this quote is complete and accurate. However, we reserve the right to correct any error or omission related to price, product description or availability. Please remember that to completely understand this quote, you must consider, in addition to product and prices, the terms and conditions that follow either on this or separate pages.
2. Prices quoted herein do not reflect sale or use taxes imposed by any state or local government, or any unit or subdivision thereof; such taxes are the responsibility of the buyer. Buyer agrees to be responsible for the documentation relating to the payment of such taxes to the maximum extent legally permitted. Black Mountain Software will be responsible for the collection of such taxes and/or the documentation related thereto, only to the extent required by law.
3. Training is included with the installation of each software product. Unless specifically arranged, initial training will be conducted online. After initial training, free online training is always available for you and your staff

as part of the annual service and support fee. Advanced scheduling is required. Except for initial training, hourly charges apply for training physically provided onsite (your offices) or in house (our offices).

4. All costs are based on prices in effect for 60 days from the date of this bid.
5. Annual service and support includes software updates and unlimited phone, email and internet support. The service is renewed annually and is non-refundable. Annual fees are subject to change.
6. If travel is required, actual expenses are billed as follows: When flying, charges include airfare, travel time at \$35 per hour per person, meals at \$42 per day, lodging at local rates, and rental car. When driving, charges include mileage at 58¢ per mile, travel time at 45¢ per mile per person, meals at \$42 per day, and lodging at local rates. Alaska and North Dakota may have higher rates.
7. BMS Cloud Hosting is required for the software products quoted. The service is renewed annually and is non-refundable. Annual fees are subject to change. BMS Cloud Hosting service provides automatic database maintenance, software updates, nightly data backups, and the ability to access your BMS applications from anywhere with internet connection. Annual Software Maintenance Fees must be current on all products hosted on the BMS Cloud. If software maintenance is discontinued for a software application, it will be removed from the BMS Cloud. It can be relocated to your local workstation/server, if desired.
8. UB Conversion Fees may be waived if you opt to have your personnel manually enter data.
9. Our Utility Billing software product requires the use of specific bill layouts, options, and laser compatible billing forms for either postcard or full page bills. To ensure bill form quality and accuracy, we recommend Rocky Mountain Print Solutions (RMPS) of Missoula, Montana. RMPS offers these billing forms with the correct paper and the proper format. To order online visit: www.nationsprint.com/clients/rmps-bms. Any additional work to edit or modify form layouts will be considered custom and billed at our current hourly rate.
10. With Automated Bank Drafting (ACH), there are setup and transaction fees charged by the banking institution (normally, your local bank) that processes these payments.
11. UB - AMR Interface: Pricing for the AMR Interface is based on information gathered during the sales process. This quote indicates a standard file layout that Black Mountain Software uses. If a new/custom layout is needed to successfully complete this interface, the purchase price and Annual Maintenance may be increased to the price of our UB - AMR Custom Interface or \$1,575/\$240.
12. Requirements for Email Bills include high-speed internet as well as Microsoft Outlook, Excel, and Word. Outlook must be configured as your email client.
13. UB - Processing Interface - BDS: Setup and on-going transaction processing fees charged by Billing Document Specialists (BDS) are NOT included in this quote. Pricing for BDS services may be obtained by contacting BDS at 800.627.3283.
14. Normal billing procedures for new clients or stand alone applications for current clients require a 25% down payment, billed at commitment, and 75% final payment billed upon completion of installation and initial training of the core products, i.e., Accounting, Payroll or Utility Billing. Add on applications for current clients are billed for full purchase price only at commitment and maintenance begins upon completion of installation and/or training. All billing will commence in full for all products after one year from commitment unless other arrangements have been made.
15. All of our software products are multi-user, with an unlimited number of licenses (seats). In addition, 'Read Only' access is available to limit data changes for specified users, while still providing lookup and printing capabilities.

Superintendent Board Report

February 2020

Daily activities – Monday through Sunday

- Check and Record sewage pump operational hours at 29 lift stations
- Check and record all water plants, change chlorine canisters and poly as required (June Lake, Snow Creek, Peterson and Clark water plants)
- Check and record Snow Creek and Clark Diversions – (*Wednesday's*)
- Check and record sewage pump operational hours at Station 1 and Station 2
- Clean sludge beds when needed, inspect percolation ponds
- Safety Training

Scheduled and Unscheduled activities which occurred during the normal workday

- Ken went to the Mosquito and Vector Control Association of California Conference on January 27, 28 2020 for contact hours.
- Removed the original sludge pump and replaced it with a pump because mechanical seal failed. Staff reconfigure the brackets so the new pump would fit the existing mounting holes and modified the shroud for the sludge pump
- Replaced the sump pump at Silver Lake main pump station.
- Unclogged pump #3 from rags at station #2
- Replaced the tubing in the chlorine analyzers at Petersen, Clark, June Lake water plants.
- June Lake tank was using a lot of water. Went to Pine Cliff and found a water leak, told them that they had a leak and shut them off until they fix the leak.

On Call Activities for the month

- 1/22/2020 At 1830 Clark alarmed with a high NTU (Nephelometric Turbidity Units) turn off the plant and lower the tank level.