

**MARIANA RANCHOS COUNTY WATER DISTRICT
BOARD OF DIRECTORS**

MEETING PLACE: DISTRICT OFFICE
9600 Manzanita Street
Apple Valley, CA

Thursday, September 25th, 2014
4:00 p.m.

*" The mission of the Mariana Ranchos County Water District is to efficiently
serve our customers with the highest quality water 24/7."*

**REGULAR MEETING
AGENDA**

1. **CALL MEETING TO ORDER:** Invocation and Pledge of Allegiance.
2. **ROLL CALL:** Directors –Ronald Dodge, Marilyn Cresser, Dennis Russell, Lauren Stewart and Jon Varley. Attorney Michael Silander will be attending by phone.

3. **APPROVAL OF AGENDA**

CLOSED SESSION

All members of the public will be asked to leave the meeting room for the duration of the Closed Session. Seating will be provided outside the building, under a covered patio area.

4. A. CLOSED SESSION ITEM: Pursuant to Government Code § 54954.5 the Board of Directors will go into Closed Session to Discuss "CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION" 1 case.
- B. CLOSED SESSION ACTION: Pursuant to Government Code §54957.1 The Board will report on any action taken in Closed Session.

5. **CONSENT AGENDA**

- Approval of the Minutes for the Regular Meeting of August 21st, 2014.
- Approval of Financial Statements for August 2014. Copies available upon request.
- Approval of checks for signature. (Directors' Fees)

PUBLIC COMMENT

6. All comments are limited to 5 minutes, as recognized by the Chair. No action can be taken on subjects not on the Agenda. Please state the subject you wish to address or an item that you request to have on a future Agenda. Please also state your name and address for the record.

NEW BUSINESS

7. A. Discuss and Approve Board Reorganization-Appointment of a Sergeant of Arms for the current Board of Directors to help maintain order.
- B. Thomas Ditman from Miers & Miers to assist in closing the FY 2012-13 Audit.
- C. Water Theft at 9370/9374 Manzanita Street.
- D. Reply to customer Von-Lahr requests for information.
- E. Discuss and Approve changes to Board of Directors Handbook Chapter Five.

ONGOING BUSINESS

8. A. Discuss and Approve State Water Resources Control Board recommendations.
 1. Discuss and Approve possible changes to MRCWD Ordinance #105.
- B. Discuss and Approve Resolution #14-04 "Undeveloped Inactive Service Lines".
- C. Discuss and Review the Security Fee Account as per Vice President Russell.
- D. Discuss and Approve sponsoring a Summer get-together for our customers.

INFORMATION REPORTS

9. A. **ATTORNEY'S REPORT**
- B. **GREEN COMMITTEES REPORT**
- C. **VICE-PRESIDENT'S REPORT on meetings attended**
- D. **GENERAL MANAGER'S REPORTS**
 1. Monthly report on subjects not covered on the agenda.

OTHER BUSINESS

None

10. **CORRESPONDENCE/CONFERENCES/SEMINARS/MEETINGS:** Current correspondence, conferences, seminars and meetings will be noted and discussed for possible authorization and/or action. (All correspondence is available for review at the District office).
 - A. **RCAC On-line Training:** 10/07/14 BB: Financial Management, 10/8/14 Ethics Training for Board Members (AB1234)

DIRECTOR'S COMMENTS

11. Comments by individual Board Members concerning District business, which may be of interest to the Board and the public. No action is to be taken on comments made by the Board members other than to place a matter on a future Agenda.

ADJOURNMENT

12. **Adjournment.**

*** A complete agenda packet containing all accompanying reports for this agenda is available through the District's website at : www.marianaranchoscwd.org ***

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is sought in order to participate in the below agenda public meeting should be directed to the General Manager's office at (760) 247-9405 at least 24 hours prior to said meeting.

MARIANA RANCHOS COUNTY WATER DISTRICT

9600 Manzanita Street
Apple Valley, CA 92308

MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

August 21, 2014

The Regular Meeting of the Board of Directors of the Mariana Ranchos County Water District (MRCWD) was called to order by Board President Ronald Dodge at 4:00 p.m. at the District office, 9600 Manzanita St., Apple Valley, CA. A quorum was declared.

ROLL CALL

1. PRESENT: President Ronald Dodge, Vice President Dennis Russell, Director's Jon Varley, and Lauren Stewart.
ABSENT: Director Cresser and G.M. James Hansen.
STAFF: Phyllis Walker, Office Assistant/Board Secretary and Attorney Michael Silander attended via phone at 4:00 p.m.
AUDIENCE: Customers; Tom Whittington, Ken Gates, Linda Von, Al Vogler, Don Rugg, Howard Hendricks, Mr. & Mrs. Cook, and Mr. & Mrs. Felts.

APPROVAL OF AGENDA

2. Vice President Russell wanted discussion prior to approval of the agenda. He stated that in the Directors Handbook section 6.4.1 that it states that all Public Comments are limited to 5 minutes and we should vote as a board to reduce it to 3 minutes. President Dodge said "most agencies have reduced it to 3 minutes". Vice President Russell, "let's give them their 5 minutes". "I also want to talk about the minutes, Phyllis does not know how to copy the minutes and I want to listen to them. I want Jim to teach her how so I can hear them on the audio. And I did not get the financial until yesterday. I haven't had enough time to review them". The board secretary then addressed why the financials were delayed, we are in transition of closing out the old quick books and creating a new quick books for 2014. And Vice President Russell had been called as soon as they became available. First Motion by Director Stewart and seconded by Director Varley to approve the agenda with a caveat to change the public comment time from 3 minutes to 5 minutes. AYE's 3, 1 Nay, motion carries.

CONSENT AGENDA

3. Vice President Russell wanted discussion prior to approval of the agenda. He stated that in the minutes, that not all of his questions where answered and he wanted to "listen to the minutes, it is vague and I asked a lot of questions". President Dodge, "I thought everything was answered." Vice President Russell, "I can't remember, that's why I want to listen to the minutes". Director Varley, "what questions did not get answered?" Vice President Russell, "Acre feet, how much we got from the farmer. The late fees and what happened with the post master? But I guess Jim is not here so it won't get answered." First Motion by Director Stewart and seconded by Director Varley. AYE's 3, 1 Nay, motion carries.

PRESIDENT'S COMMENTS

Acknowledged Al Vogler was not placed on the Agenda, his request needs to be in sooner. He will be allowed to speak under public comment for five minutes.

PUBLIC COMMENT

4. Customer Al Vogler:

- Started off by addressing the amount of time for Public Comment, on your website it shows 3 minutes and in the hand book it states 5 minutes. What date was it on the agenda that you took official action to change it? I need to know that it was an agenda item. And I need a copy of that. That is my request.
- Stand By Fees, since I am not on the Agenda you can not respond to me, I understand. We have been paying on these fees for 15 years and we have not had any system improvements. We have taxation with no representation. I'm asking that when you collect these fees are they put into the general funds or in a fund with a specific intent to improve those certain properties out there? Do you charge a standby fee for customers that are receiving services? I know you can't answer that, but if they do, you are the only water company that I know of. Stand by is for the future, not for people that already pay for a monthly/bi-monthly service.
- Two months ago he attended a meeting and requested a map of our district of boundaries with improvements. Was told this was not available but he may find it at the M.W.A. web site. He went to the web site and was unable to obtain this information. This is public information and I have a right to this information.

Customer Ken Gates:

- Updated us on the forecast for the winter season, said El Nino has dropped to a 65% chance of an early winter and the PDO is now at .7 thus diminishing the chances of a good rain fall.
- He spoke about the CIP not being implemented in the district, he feels we have a "hodge-podge" of projects. We have not scheduled out anything and we need a plan of where the money is going. He forecasted that we will have a million dollars by 2019.

Customer Tom Whittington:

- Spoke about being involved in the CIP and explained why we do not have one at this time. He has been involved with the district since he has moved up here and they had looked into borrowing \$125,000,000.00. The previous board refused to raise the rates to borrow the money and if you borrow money you have to have a plan to pay it back. If we spend the money that we have set aside to soon then it would put us below our regular reserves. We are getting to the financial point of putting together a CIP and planning projects. It sounds like a lot of money, but one blow out like on Sagebrush it would be depleted, so that is why the money is there.

Customer Linda Von:

- Spoke about a consent agenda, if there is a question about the consent agenda it should be pulled out and placed on the regular agenda for discussion.
- She said this is a public agency and we should welcome someone to scrutinize our funds, people make mistakes.
- CIP is needed to raise the rates, no plan. Prop 218 rule 45 day rule.

- I'm back and I'm not leaving this time. Tom Whittington asked Linda if she can prove malfeasance? She replied "who said malfeasants? Wait until I get to the security fund, maybe your eyes will open". President Dodge had to call the meeting to order to resume the meeting.

NEW BUSINESS

5.

- a. Discussion and a decision were made regarding the attendance of the CSDA Annual Conference and Exhibitor Showcase. A motion was made by Director Stewart and seconded by Director Russell, not to attend the conference. AYE's 4-0, motion carries at 100%.
- b. A motion to discuss Resolution #14-04 "Undeveloped Inactive Service Lines" made by Director Russell and seconded by Director Stewart. Customer Linda Von spoke about this, "I paid an illegal rate for this, I will take it where ever I have to go, small claims court". Attorney Michael Silander commented about lawfulness of this and he never discussed this with Jim and we should have some supporting document to support the cost of the removal. Tom Whittington commented that he remembered about three years ago that there was banter about this fee with a different board. Director Varley asked Linda if she could remember a term that was used, something like "Buy out". Linda said no, I'm not sure what term you are looking for. Director Varley said it was something like "A charge to take it out, but not go take it out". Supporting documents will be gathered to support the dollar amount charged. A motion to table was made by Director Stewart and seconded by Director Varley.
- c. A motion to discuss the Security Fee account was made by Director Stewart and a second by Director Varley. There was some discussion and customer Linda Von asked for a point of order, she asked if she could help explain this. President Dodge said "I'd rather you didn't", she said "but I would like to", then stood up and spoke about the fees. They need to be transferred into there own separate account by law to be used for security items. Director Stewart said "we need to table this", and Linda Von said I want to finish this comment. When you go into the Davidson column that money came out of the 053 general fund. Point of Order by Tom Whittington, asked Director Varley if he sees anything? Is there an accounting problem? Suggested this be tabled until next meeting. A motion to table until next board meeting was made by Director Stewart and seconded by Director Varley.
- d. A motion was made to discuss forming a finance/budget committee was made by Director Stewart and seconded by Director Russell. Vice President Russell reviewed the directors hand book and talked about "standing committees". We should appoint and publicly announce a committee. So we should always have a budget committee. Later on we should talk about having a treasurer and a budget committee. We already have a finance committee. Point of order by Tom Whittington, "Vice President Russell are you talking about a budget committee or a finance committee?" Vice President Russell, "a budget committee". Tom Whittington then went on to explain the differences between the two and felt we needed a finance committee not a budget committee. Director Stewart said she agreed with Tom, we need a finance committee not a budget committee. President Dodge, said "we have one, they went over the financials, the rates and after the rate increase we have not needed them further. We can bring them back and ask them to serve". Tom Whittington spoke and asked are the financials in order

and they should be looked at? I think having another set of eyes can be good. Customer Ken Gates then asked if he could speak. He said that it is already in the hand book that you should and can have one. My concerns are that you whiz through these things each month and you never have a running total. I would compare them quarterly, a review lets you know where you stand. President Dodge pointed out that every month we get this information and it is our responsibility to review it. Whether there is a committee or not. Point of order by Linda Von, the last two years taken in money for the security fund and it is not being spent. Vice President Russell said we need to definitely reinstate the finance committee. Linda Von stated that she would like to be on the committee. Customer Cook will not be available for the next few months. Customer Don Rugg also volunteered to be on the committee. We will contact previous finance committee members. A motion to approve any new additions to the finance committee was made by Vice President Russell and seconded by Director Varley. AYE's 4-0, carries at 100%

ONGOING BUSINESS

6.
 - a. Discuss and approve possible changes to MRCWD Ordinance #105. After discussion between Attorney Michael Silander and President Dodge this is tabled until next meeting.
 - b. Discuss and approve sponsoring a "Summer Get-Together" for our customers was tabled until next meeting.

INFORMATION REPORTS

7.
 - a. Nothing note worthy to report. Attorney Michael Silander did comment that a consent agenda gets pulled out and discussed.
 - b. The Green Committee Nothing new to report.
 - c. Nothing to report.
 - d. NONE, the GM was not in attendance.

OTHER BUSINESS

NONE

8.
 - A. Reviewed up coming classes that are posted on the agenda, RCAC On-line Training: 9/03/14 BB: Safe Drinking Water Act, 9/04/14 Pumps & Motor Efficiency.
 - B. ABC's of Water "Straight Talk on the Drought" @ Mojave Water Agency, Tuesday, 9/23/14, @ 7:00 pm.
 - C. Apple Valley Fire Dept. CERT class starting on 9/6/14 thru 9/27/14

DIRECTOR'S COMMENTS

9. Vice President Russell asked for items that are in Linda Vons packet be discussed. Director Varley requested that it be added to next month's agenda. President Dodge reminded the

board that we will be reviewing and possibly approving the 2013 Auditor's copy at the next meeting.

ADJOURNMENT

10. A motion was made by Director Stewart to adjourn the meeting at 5:42 p.m. and was 2nd by Director Varley. AYE's were unanimous, motion carries at 100%.

Approved: _____
(Date)

Ronald Dodge, Board President

Phyllis Walker, Secretary to the Board

DRAFT

09/19/14

Mariana Ranchos County Water District
Checking & Saving Accounts

Aug 31, 14

ASSETS

Current Assets

Checking/Savings

001 - Petty Cash 222.00

053 - US Bank Parent

053.1 - US Bank Checking #1161 193,666.46

053.2 - Tank Loan Fund 33,503.47

053.4 - Supplemental Water-Restricted 550.00

053.5 - Security Fee 745.45

Total 053 - US Bank Parent 228,465.38

055 - 2013 PR Checks not Cashed -277.05

130 - CIP & Debt Resv-Restrict-Parent

130.2 - AmSec 3 Mo CD - Capitol Imp Res 59,577.50

130.5 - Debt Reserve Acct. - Interest 6,012.50

Total 130 - CIP & Debt Resv-Restrict-Parent 65,590.00

140 - LAIF - Unrestricted - Parent

140.1 - LAIF-Unrestricted 433.95

140.3 - CIP Fund 170,431.71

140.4 - O&M Reserves 43,078.07

140.5 - Emergency Reserves 27,021.03

Total 140 - LAIF - Unrestricted - Parent 240,964.76

180 - LAIF - Restricted - Parent

180.2 - Debt Reserve - Principle 35,925.00

180.3 - Debt Reserve- Interest -2,159.37

Total 180 - LAIF - Restricted - Parent 33,765.63

Total Checking/Savings 568,730.72

Total Current Assets 568,730.72

TOTAL ASSETS 568,730.72

LIABILITIES & EQUITY 0.00

9:06 AM

09/19/14

Mariana Ranchos County Water District
Statement of Cash Flows for Board Meetings
August 2014

	<u>Aug 14</u>
OPERATING ACTIVITIES	
Net Income	13,028.54
Adjustments to reconcile Net Income to net cash provided by operations:	
405 · Customer Deposit	150.00
410 · Payroll - Parent:410.1 · Payroll Liabilities	1,231.13
410 · Payroll - Parent:410.4 · Aflac E/E Withholdings Pretax	305.10
410 · Payroll - Parent:410.5 · Aflac Employee Withholdings	268.74
410 · Payroll - Parent:410.6 · Paycheck Clearing	3,574.44
Net cash provided by Operating Activities	<u>18,557.95</u>
Net cash increase for period	18,557.95
Cash at beginning of period	550,172.77
Cash at end of period	<u><u>568,730.72</u></u>

Mariana Ranchos County Water District
Income Statement
 August 2014

	Aug 14
Ordinary Income/Expense	
Income	
600 · Water Sales	40,179.66
606 · Late Fees	320.00
608 · Turn on/off Service Warning	25.00
655 · Inactive Meters	122.50
656 · Multiple Meters	313.00
657 · Security Fee	1,160.00
690 · Convenience Fees - Parent	
690.5 · Credit Card Fee	87.00
Total 690 · Convenience Fees - Parent	87.00
Total Income	42,207.16
Gross Profit	42,207.16
Expense	
800 · Payroll Expenses	
800.1 · Field Labor	2,760.00
800.2 · Admin Salaries	2,160.00
800.3 · Board Meetings	
800.31 · Directors Compensation	400.00
800.32 · Board Secretary Compensation	50.00
Total 800.3 · Board Meetings	450.00
800.4 · General Manager Salary	8,301.60
800.6 · On Call (Pager)	180.00
800.8 · Payroll Taxes	1,061.11
Total 800 · Payroll Expenses	14,912.71
805 · Dig Alert	10.50
806 · Pumping Station Power-Parent	
806 2 · Well #2	1,090.73
806 3 · Moonbeam Booster	502.54
806 5 · Alegre Vista Booster	91.99
806 6 · Well #1	1,088.56
Total 806 · Pumping Station Power-Parent	2,773.82
810 · Field Repairs - Parents	
810.4 · Chemicals	95.00
Total 810 · Field Repairs - Parents	95.00
821 · Office Supplies - Parent	
821.2 · Office Equipment	238.65
821.4 · Toner/Ink	293.50
821.5 · Office Sundries	14.25
Total 821 · Office Supplies - Parent	546.40
825 · Computer	
825.2 · Hardware	37.80
Total 825 · Computer	37.80
832 · Bank fee	6.00
836 · Billing Fees - Parent	
836.1 · Credit Card Fee (Bankcard Sage)	54.02
836.2 · EFT Fees (Sage)	29.20
836.3 · EFT Reject Chg (Sae)	15.00
836.4 · INV Cloud Monthly Charge	188.80
Total 836 · Billing Fees - Parent	287.02
841 · Shredding Service	71.66
842 · County of San Bernardino Record	14.00
851 · Legal Fees - Parents	
851.1 · Attorney/Legal	929.00
Total 851 · Legal Fees - Parents	929.00

Mariana Ranchos County Water District
Income Statement
August 2014

	<u>Aug 14</u>
853 - Consultant Fees	337.50
855 - Office Utilities - Parent	
855.1 - Gas	11.00
855.2 - SCE	193.81
	<hr/>
Total 855 - Office Utilities - Parent	204.81
856 - Telephone - Parent	
856.1 - Office	249.80
856.2 - Internet	117.35
856.5 - Cell Phones	33.46
	<hr/>
Total 856 - Telephone - Parent	400.61
858 - Repairs & Maintenance	
858.3 - Tank Maint Program	8,136.18
	<hr/>
Total 858 - Repairs & Maintenance	8,136.18
863 - Vehicle (Rollng Stock) - Parent	
863.1 - Truck Expenses	50.11
	<hr/>
Total 863 - Vehicle (Rollng Stock) - Parent	50.11
870 - Personal Safety Equip - Parent	
870.1 - Personal Protect Equip	60.00
870.2 - Uniform (Cintas)	307.40
	<hr/>
Total 870 - Personal Safety Equip - Parent	367.40
	<hr/>
Total Expense	29,180.52
	<hr/>
Net Ordinary Income	13,026.64
Other Income/Expense	
Other Income	
910 - Interest Income-District	1.90
	<hr/>
Total Other Income	1.90
	<hr/>
Net Other Income	1.90
	<hr/>
Net Income	<u><u>13,028.54</u></u>

9:06 AM

09/19/14

Accrual Basis

Mariana Ranchos County Water District
 Check Register for this Month

As of August 31, 2014

Type	Date	Num	Name	Memo	Amount
053 - US Bank Parent					
053.1 - US Bank Checking #1161					
Deposit	08/01/2014			Deposit	78.00
Deposit	08/01/2014			Deposit	2,348.00
Deposit	08/01/2014			VOID: Deposit	0.00
Deposit	08/02/2014			Deposit	78.20
Deposit	08/03/2014			Deposit	134.40
Deposit	08/04/2014			VOID: Deposit	0.00
Deposit	08/04/2014			Deposit	149.80
Deposit	08/04/2014			Deposit	3,512.40
Check	08/04/2014	6629	Katie Holtkamp		-202.50
Check	08/04/2014	CC Fee	BankCard (Sage Merchant)		-54.02
Deposit	08/05/2014			Deposit	260.80
Deposit	08/05/2014			Deposit	1,313.80
Deposit	08/05/2014			VOID: Deposit	0.00
Deposit	08/06/2014			VOID: Deposit	0.00
Deposit	08/06/2014			Deposit	47.40
Deposit	08/06/2014			Deposit	1,635.05
Check	08/06/2014	INV CLOUD	Invoice Cloud Monthly Charge		-188.80
Deposit	08/07/2014			VOID: Deposit	0.00
Deposit	08/07/2014			Deposit	47.40
Deposit	08/07/2014			Deposit	958.00
Check	08/08/2014	6630	Cintas Corporation #150	Account # 150-02400 July Invoices	-307.40
Deposit	08/08/2014			VOID: Deposit	0.00
Deposit	08/08/2014			8-11-14	52.00
Deposit	08/08/2014			8-11-14	596.60
Deposit	08/08/2014			8-11-14	3,778.50
Deposit	08/09/2014			Deposit	172.10
Deposit	08/10/2014			Deposit	39.80
Check	08/10/2014	6631	Katie Holtkamp		-135.00
Check	08/10/2014	6632	Southern California Edison	Account # 2-21-351-6206	-2,967.63
Check	08/10/2014	6633	O'Reilly Auto Parts	Customer # 253174	-50.11
Check	08/10/2014	6634	T-Mobile	Account # 343784752	-33.46
Check	08/10/2014	6635	Underground Service Alert	Invoice # 720140442	-10.50
Check	08/10/2014	6636	Utility Service Co., Inc.	Invoice for 01-AUG-14	-8,136.18
Check	08/10/2014	6637	Lemieux & O'Neill	Client Matter No 190	-929.00
Deposit	08/11/2014			VOID: Deposit	0.00
Deposit	08/11/2014			Deposit	110.90
Deposit	08/11/2014			Deposit	1,283.35
Deposit	08/11/2014			08-11-14	204.10
Deposit	08/11/2014			8-19-14	4,928.34
Deposit	08/12/2014			Deposit	1,212.50
Deposit	08/13/2014			VOID: Deposit	0.00
Deposit	08/13/2014			Deposit	139.20
Deposit	08/13/2014			Deposit	1,781.00
Check	08/13/2014	6638	First Bankcard (Phyllis)		-345.55
Check	08/13/2014	6639	First Bankcard (Jim)		-179.95
Deposit	08/14/2014			Deposit	2,292.30
Check	08/14/2014	Payroll	Payroll		-3,563.90
Check	08/15/2014	IRS	Payroll Taxes		-2,045.82
Check	08/15/2014	6644	Dennis Russell (Director)		-92.35
Check	08/15/2014	6645	Jon A Varley (Director)		-92.35
Check	08/15/2014	6646	Lauren J Stewart (Director)		-92.35
Check	08/15/2014	6647	Ronald E Dodge (Director)		-92.35
Deposit	08/15/2014			Deposit	889.50
Deposit	08/15/2014			Deposit	6,705.55
Check	08/15/2014	Bank Fee	US Bank		-6.00
Deposit	08/16/2014			Deposit	496.90
Deposit	08/18/2014			Deposit	1,854.00
Check	08/19/2014	6640	Shred It		-71.66
Check	08/19/2014	6641	Lowe's		-238.65
Check	08/19/2014	6642	Charter Communications		-282.20
Check	08/19/2014	6643	County of San Bernardino Recorder		-14.00
Deposit	08/19/2014			Deposit	238.80
Deposit	08/20/2014			Deposit	161.20
Check	08/21/2014	6648	Southwest Gas Corp.	Account # 121-1095202-002	-11.00
Deposit	08/21/2014			Deposit	614.95
Deposit	08/21/2014			Deposit	78.00
Deposit	08/22/2014			Deposit	147.80
Deposit	08/22/2014			09-02-2014	491.82
Deposit	08/23/2014			Deposit	111.30
Deposit	08/25/2014			Deposit	412.70
Deposit	08/25/2014			Deposit	103.30
Deposit	08/25/2014			Interest Inc	1.90
Deposit	08/26/2014			Deposit	823.20
Deposit	08/26/2014			Deposit	323.40
Deposit	08/27/2014			Deposit	479.10
Deposit	08/28/2014			Deposit	193.40

9:06 AM

09/19/14

Accrual Basis

Mariana Ranchos County Water District

Check Register for this Month

As of August 31, 2014

Type	Date	Num	Name	Memo	Amount
Check	08/28/2014	Payroll	Payroll		-3,614.18
Deposit	08/29/2014			Deposit	547.90
Deposit	08/30/2014			Deposit	326.00
Deposit	08/30/2014			Deposit	153.10
Check	08/30/2014	SAGE	Sage Payment Solutions		-29.20
Check	08/30/2014	SAGE	Sage Payment Solutions		-15.00
Deposit	08/31/2014			Deposit	51.30
Transfer	08/31/2014			Funds Transfer	-2,700.00
Transfer	08/31/2014			Funds Transfer	-1,020.00
Total 053.1 · US Bank Checking #1161					14,837.95
Total 053 · US Bank Parent					14,837.95
TOTAL					14,837.95

Linda Von-Lahr
9490 Yucca St.
Apple Valley, Ca 92308
September 18, 2014

James Hansen
General Manager
Mariana Ranchos County Water District
9600 Manzanita St.
Apple Valley, Ca 92308

Mr. Hansen,

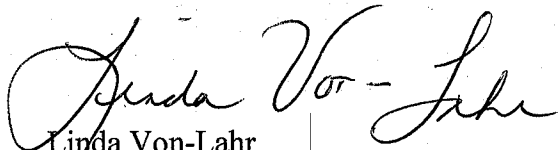
Consider this my letter of demand for the return of the Five Hundred Dollars (\$500.00) that I paid on June 4, 2014 for removal of a water meter that is located on Sagebrush St. near the back side of my parcel. To date I have submitted two (2) different inquiries to the MRCWD for a public records request to find where it can be shown that this was a legal fee of this public agency.

As you know, you alone have replied back to my public records requests and on both occasions you have not been able to provide me with any legal proof of the existence of such a charge. It is very apparent that no fee has ever existed within the district and in addition one of your replies to me actually stated you will have the Board of Directors adopt a new Resolution for the rate of \$500.00, and forward me a copy when it's adopted

Personally, I believe your approach is beyond absurd and illegal. Since a few months have passed since I paid this fee I have inquired from other Special District Water Agencies such as ours as to what their fee would be and so far the majority of the people I have contacted have stated there is no charge to remove the meter in their district, and only one water district general manager stated they would charge \$50.00.

If I have not received the money back within ten (10) days from the date of this letter, I will have no choice left but to seek legal remedy.

Sincerely,


Linda Von-Lahr
Customer

PAID
CK. NO. CASH .25¢
DATE 9-18-14

MARIANA RANCHOS COUNTY WATER DISTRICT

9600 MANZANITA STREET
APPLE VALLEY, CA 92308
(760) 247-9405 FAX (760) 247-1205

July 15th, 2014

Linda Von-Lahr
9490 Yucca Street
Apple Valley, Ca 92308

Re: Your July 7th, 2014 Public Records Request

Dear Mrs. Von-Lahr,

Thank you for your Public Records Request. I am unable to fulfill your request at this time as the Mariana Ranchos County Water District does not have an established rate for removal of multiple water meters.

Please contact me directly at 760-247-9405, if I can be of any further assistance.

Sincerely,

James M. Hansen Jr
General Manager

MARIANA RANCHOS COUNTY WATER DISTRICT

9600 MANZANITA STREET
APPLE VALLEY, CA 92308
(760) 247-9405 FAX (760) 247-1205

July 25th, 2014

Linda Von-Lahr
9490 Yucca Street
Apple Valley, Ca 92308

Re: Your July 7th, 2014 Public Records Request

Dear Mrs. Von-Lahr,

Thank you for your Public Records Request. I am unable to fulfill your request at this time as the Mariana Ranchos County Water District does not currently have a document that will satisfy your request. The Directors will be discussing and approving a Resolution on this matter at the August or September Regular meeting. I will be happy to forward you a copy at that time.

Please contact me directly at 760-247-9405, if I can be of any further assistance.

Sincerely,

James M. Hansen Jr
General Manager

RESOLUTION NO. 14-04

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MARIANA RANCHOS COUNTY WATER DISTRICT ADDING NEW SECTION 16.19 "UNDEVELOPED INACTIVE SERVICE LINES" TO DIVISION XVI, "FEE, CHARGE AND DEPOSIT SCHEDULE" OF THE MARIANA RANCHOS COUNTY WATER DISTRICT WATER CODE AS IT RELATES TO "UNDEVELOPED INACTIVE SERVICE LINES"

IT IS HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE MARIANA RANCHOS COUNTY WATER DISTRICT, as follows:

1. Scope and Purpose
The Board of Directors feel these "Undeveloped Inactive Service Lines" present at least the same liability to the District as an operational service line. Possibly more, when you consider the full system pressure on the line is never relieved.

2. Amendment.

Water Code Division XVI, Section sixteen (16) will have a new section numbered nineteen (19), titled "Undeveloped Inactive Service Lines" which shall read as follows:

A charge of \$500.00 shall be levied on any customer requesting to remove their previously installed, inactive service line. Once the fee has been paid, there will no longer be a monthly charge for the inactive connection.

This Resolution is hereby effective on September 25th, 2014.

PASSED, APPROVED AND ADOPTED on September 25th, 2014.

Ayes: Noes: Abstain: Absent:

Ronald Dodge, President of the Board

Attest:

Phyllis Walker, Secretary to the Board

Memo

From the GM

MARIANA RANCHOS COUNTY WATER DISTRICT

9600 MANZANITA STREET
APPLE VALLEY, CA 92308-8605
(760) 247-9405
FAX (760) 247-1205

To: Board of Directors

From: GM

Date: September 19, 2014

Re: **Quotes for Removal of Inactive Service Lines**

As per your request, we contacted three outside agencies to inquire as to the cost of removing an inactive service line in a dirt area from the main and applying a full circle clamp in an effort to restore structural integrity to the main where the "hot tap" was applied.

Only two contractors replied:

High Desert Underground stated it would be a minimum \$600.00 for labor alone. We would need to supply the full circle clamp at our cost. If the line is located in a street or paved area the price would be higher.

Kelly's Underground Construction stated minimum \$600.00, same side in a dirt area for labor alone. We would need to supply the full circle clamp at our cost. If across the street or not in dirt then the price would be higher.

Arizona Pipeline has not responded.

Our price of \$500.00 is well within the range of outside agencies. We would actually be saving the customer money. The full circle clamp price would be based on size needed. They range from \$75 to \$180.

Jim

CHAPTER FIVE

BOARD AND OFFICERS ACTIVITIES

- 5.1 The President of the Board of Directors shall:
- 5.1.1 Serve as chairperson at all Board meetings. He/she shall have the same rights as other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions.
 - 5.1.2 Appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made. *(e.g. Finance Committees)*

Appoint and publicly announce the members of the standing committees (Emergency Preparedness/Planning Committee, Administrative Committee, ~~Budget~~ Committee, and Source Water Protection/Main Extension Committee) for the ensuing year no later than the Boards last regular meeting in January. *.Substitute Capital Improvement instead of Budget.*
 - 5.1.2.1 The Boards standing committees may be assigned to review District functions, activities, and/or operations pertaining to their designated concerns, as specified below. Said assignment may be made by the Board President, a majority vote of the Board, or on their own initiative. Any recommendations resulting from said review should be submitted to the Board via a written or oral report.
 - 5.1.2.2 All meetings of standing committees shall conform to all open laws (e.g., “Brown Act”) that pertain to regular meetings of the Board of Directors.
 - 5.1.2.3 The Emergency Preparedness/Planning Committee shall be concerned with reviewing and preparation of an emergency/disaster plan.
 - 5.1.2.4 The ~~Budget~~ Committee shall be concerned with ~~the financial management of the District, including~~ the preparation of an *Capital Improvements Plan* ~~annual budget~~ and major expenditures. *Substitute Capital Improvement instead of Budget.*

The Source Water Protection/Main Extension Committee shall be concerned with protection of our ground water system and extension of mains in order