

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

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

Thursday, July 16, 2015
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, Lauren Stewart, Jon Varley and Gary Adams. Attorney Michael Silander will be attending by phone.

3. **APPROVAL OF AGENDA**

CONSENT AGENDA

4. A. Approval of the Minutes for the Regular Meeting of June 18, 2015.
B. Approval of Financial Statements for June 2015. Copies are available upon request.

PUBLIC COMMENT

5. 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.

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance to take action on any item.

NEW BUSINESS

6. A. Update on Sagebrush Water Tank project.

ONGOING BUSINESS

7. A. Discuss Appointee, the Board of Supervisors to appoint in December 2015.
B. Drought contingency update.
C. Review and approve new applications submitted for the MRCWD Toilet Program.

8. **INFORMATION REPORTS**

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

9.

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:** None

B. **ABC's of Water: "Putting Your Landscape on Life Support"**

Tuesday, July 28th 2015, 5:30 - 7:00 pm

Mojave Water Agency 13846 Conference Center Dr., Apple Valley

C. **GM Leadership Conference**

11.

DIRECTOR'S COMMENTS

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.

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 agendized 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

June 18, 2015

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. At 4:00 p.m. A quorum was declared.

ROLL CALL

PRESENT: President Ronald Dodge, Vice President Jon Varley, Director's; Lauren Stewart, and Gary Adams.

ABSENT: Director Marilyn Cresser

STAFF: James Hansen, General Manager, Phyllis Walker, Office Assistant/Board Secretary and Attorney Michael Silander attended by phone.

AUDIENCE: Customers Ken Gates and Howard Hendricks.

APPROVAL OF AGENDA

Vice President Varley made a 1st motion and a 2nd was made by Director Stewart for approval of the agenda. No Discussion, AYE's were 4-0, unanimous, motion carries at 100%.

CONSENT AGENDA

Director Adams made a 1st motion and a 2nd motion was made by Vice President Varley for approval of the consent agenda, items A & B AYE's 4-0, unanimous, motion carries at 100%.

PUBLIC COMMENT

Customer Ken Gates spoke about the Weather and its effects on the drought, he said we are having what is known as an Inverted Spring, which is a rare occurrence. He also spoke about the Public Utility Commission; it has killed the Coolwater–Lugo Transmission Project without prejudice, so it is no longer a go.

NEW BUSINESS

- A. The GM spoke about Resolution #15-03 "Rates & Fees" it is the same as last years resolution 2014-02, no changes have been made. A 1st motion was made by Director Stewart and a 2nd by Vice President Varley to approve Resolution #15-03, AYE's 4-0, motion carries at 100%.
- B. The GM spoke about Resolution #15-04 "Standby Assessments for FY 2015-2015", no changes have been made, it is the same as last years. A 1st motion was made by Director Stewart and a 2nd made by Director Adams to approve Resolution 15-04, AYE's 4-0, motion carries at 100%.
- C. The GM spoke about Resolution #15-05 "Adopting the Proposed Budget for FY 2015-2015" this documents, the budget you approved last month. A 1st motion was made by Director Adams and a 2nd by Vice President Varley to approve Resolution #15-05, AYE's 4-0, motion carries at 100%.

- D. The GM called for a Point of Order and asked that Item D under New Business and Item A under Ongoing Business be combined because the two items overlap with similar information. President Dodge approved the request. The GM asked the Board Members to be thinking about appointing someone for the two year seat in the beginning of 2016. He asked them to talk to the constituents to get the word out and to be thinking of this for the near future as it will be fast approaching and they will need to interview candidates. He asked that this be kept under ongoing business; President Dodge said that was fine.

ONGOING BUSINESS

- A. Update on the 2015 election dates; the GM spoke about the candidate filing period being closed and that no one filed for the two year period, we will need to appoint someone. Because there is not a contest, the candidates will not be on the ballot. He felt it is in the best interest for MRCWD to hold off on the question to the constituents about 2017 ballot election process, it should be held off until the 2017, election period, this will save MRCWD a substantial amount of money.
- B. On going discussion regarding the drought; No significant changes, we have implemented water restrictions to two days a week. The GM Spoke about Town of Apple Valley trying to take over Apple Valley Ranchos County Water, he feels that it is due to the backlash; because AVRW did not want to install pipe lines that went out to no where, they would have to maintain these lines which would cost thousands of dollars, not counting installation cost. The town does not seem to be concerned about the cost and maintenance of the pipes being installed because they have other alternative agendas.
- C. The Board reviewed 1 application for the Low Flushing Toilets. A 1st was made by Director Stewart and a 2nd by Director Adams to approve customer #00831115 for the low flush toilet, AYE's 4-0, motion carries at 100%.

INFORMATION REPORTS

- A. Attorney Report; None, attorney dismissed.
- B. Green Committee; None. The GM said he is in the process of obtaining a new proposal for the office to go solar.
- C. Monthly report on subjects not covered on the agenda. The GM's report is available for review.

OTHER BUSINESS

NONE

CORRESPONDENCE/CONFERENCES/SEMINARS/MEETINGS

- A. Reviewed upcoming classes that were posted on the agenda.

DIRECTOR'S COMMENTS

None.

ADJOURNMENT

A motion was made by Vice President Varley to adjourn the meeting at 5:15 p.m. and was 2nd by Director Stewart. AYE's 4-0, unanimous, motion carries at 100%.

Approved: _____

Ronald Dodge, Board President

Phyllis Walker, Secretary to the Board

DRAFT

Mariana Ranchos County Water District
Income Statement
 June 2015

	Jun 15
Ordinary Income/Expense	
Income	
600 · Water Sales	30,703.44
601 · Meter Fees & Installation	5,948.00
605 · Stand-by Charges	10.26
606 · Late Fees	465.00
607 · Turn Off/On Service Fees	50.00
608 · Turn On/Off Service Warning	100.00
618 · Supplemental Water Fee	2,200.00
628 · Conservation Income	550.00
636 · Customer Returned Item Charges	
636.3 · Customer Returned Check Fee	25.00
Total 636 · Customer Returned Item Charges	25.00
655 · Inactive Meters	914.50
656 · Multiple Meters	123.50
657 · Security Fee	1,262.50
690 · Convenience Fees - Parent	
690.5 · Credit Card Fee	111.00
Total 690 · Convenience Fees - Parent	111.00
696 · Reimb of State Mandated Costs	904.00
Total Income	43,367.20
Gross Profit	43,367.20
Expense	
800 · Payroll Exp - Parent	
800.1 · Field Labor	1,897.50
800.2 · Admin Salaries	1,560.00
800.3 · Board Meetings	
800.31 · Directors Compensation	500.00
800.32 · Board Secretary Compensation	50.00
Total 800.3 · Board Meetings	550.00
800.4 · General Manager Salary	5,700.44
800.6 · On Call (Pager)	120.00
800.7 · Mileage Reimbursement	52.21
800.8 · Payroll Taxes	770.28
800.9 · PR Process Co (QB-Benefit Mall)	73.46
Total 800 · Payroll Exp - Parent	10,723.89
804 · Payments to Subcontractors	940.00
805 · Dig Alert	6.00
806 · Pumping Station Power-Parent	
806 2 · Well #2	875.77
806 3 · Moonbeam Booster	258.74
806 5 · Alegre Vista Booster	65.58
806 6 · Well #1	954.01
Total 806 · Pumping Station Power-Parent	2,154.10
809 · 3rd Party Supplemental Water	
809.1 · Replacement Water	17,955.00
809.3 · Makeup Water	400.00
Total 809 · 3rd Party Supplemental Water	18,355.00
821 · Office Supplies - Parent	
821.1 · Office Supplies	17.98
821.2 · Office Equipment	89.80
Total 821 · Office Supplies - Parent	107.78
828 · Security System	20.00
830 · Sales Tax (on purchases)	661.39

Mariana Ranchos County Water District
Income Statement
 June 2015

	Jun 15
832 - Bank/IC/Sage NSF/Reject Charges	
832.5 - IC/Sage Reject	15.00
Total 832 - Bank/IC/Sage NSF/Reject Charges	15.00
836 - Billing Fees - Parent	
836.1 - Credit Card Fee (Bankcard Sage)	80.90
836.4 - INV Cloud Monthly Charge	212.00
Total 836 - Billing Fees - Parent	292.90
851 - Legal Fees - Parent	
851.1 - Attorney/Legal	893.00
Total 851 - Legal Fees - Parent	893.00
853 - Consultant Fees	260.00
854 - Postage	6.00
855 - Office Utilities - Parent	
855.1 - Gas	12.27
855.2 - SCE	115.44
Total 855 - Office Utilities - Parent	127.71
856 - Telephone - Parent	
856.1 - Office	105.70
856.2 - Internet	201.83
856.5 - Cell Phones	32.70
Total 856 - Telephone - Parent	340.23
857 - Membership Fees	-12.75
858 - Repairs & Maint - Parent	
858.2 - Office Repairs/Maint	345.27
858.3 - Tank Maint Program	1,388.00
858.7 - Cleaning Service	90.00
Total 858 - Repairs & Maint - Parent	1,823.27
867 - Conferences - Parent	
867.1 - Conferences & Seminars	725.00
Total 867 - Conferences - Parent	725.00
868 - Fuel - Parent	
868.1 - Gasoline	131.56
868.2 - Diesel	75.00
868.3 - Fed Fuel Tax ADJ	-12.29
Total 868 - Fuel - Parent	194.27
870 - Personal Safety Equip - Parent	
870.1 - Personal Protect Equip	186.77
870.2 - Uniform (Cintas)	298.54
Total 870 - Personal Safety Equip - Parent	485.31
880 - Telemetry/SCADA	5,883.57
Total Expense	44,001.67
Net Ordinary Income	-634.47
Other Income/Expense	
Other Income	
910 - Interest Income-District	5.14
Total Other Income	5.14
Net Other Income	5.14
Net Income	-629.33

07/10/15

Mariana Ranchos County Water District
Checking & Saving Accounts

Jun 30, 15

ASSETS

Current Assets

Checking/Savings

001 - Petty Cash	222.00
002 - Cash Clearing	-799.20
053 - US Bank Parent	
053.1 - US Bank Checking #1161	37,917.99
053.2 - Tank Loan Fund	21,953.47
053.3 - Conservation Income Fund	1,100.00
053.4 - Supplemental Water-Restricted	550.00
053.5 - Security Fee	3,285.29

Total 053 - US Bank Parent 64,806.75

055 - 2013 PR Checks not Cashed -277.05

130 - CIP & Debt Resv-Restrict-Parent

130.2 - AmSec 3 Mo CD - Capitol Imp Res	59,648.00
130.5 - Debt Reserve Acct. - Interest	6,012.50

Total 130 - CIP & Debt Resv-Restrict-Parent 65,660.50

140 - LAIF - Unrestricted - Parent

140.1 - LAIF-Unrestricted	433.95
140.3 - CIP Fund	395,431.71
140.4 - O&M Reserves	43,078.07
140.5 - Emergency Reserves	27,021.03
140 - LAIF - Unrestricted - Parent - Other	434.38

Total 140 - LAIF - Unrestricted - Parent 466,399.14

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 629,777.77

Total Current Assets 629,777.77

TOTAL ASSETS 629,777.77

07/10/15

Mariana Ranchos County Water District
Checking & Saving Accounts

Jun 30, 15

LIABILITIES & EQUITY

0.00

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07/10/15

Mariana Ranchos County Water District
Statement of Cash Flows for Board Meetings
June 2015

	<u>Jun 15</u>
OPERATING ACTIVITIES	
Net Income	-629.33
Adjustments to reconcile Net Income to net cash provided by operations:	
405 - Customer Deposit	<u>225.00</u>
Net cash provided by Operating Activities	<u>-404.33</u>
 Net cash increase for period	 -404.33
Cash at beginning of period	<u>630,182.10</u>
Cash at end of period	<u><u>629,777.77</u></u>

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07/10/15

Accrual Basis

**Mariana Ranchos County Water District
Check Register for this Month**

As of June 30, 2015

Type	Date	Num	Name	Memo	Amount
053 - US Bank Parent					
053.1 - US Bank Checking #1161					
Transfer	06/01/2015			Funds Transfer fro Security Fees	-1,167.50
Transfer	06/01/2015			Funds Transfer Tank Loan	-2,700.00
Check	06/01/2015	6869	T-Mobile	Account # 343784752	-34.24
Deposit	06/01/2015			Deposit	198.60
Deposit	06/01/2015			Deposit	835.00
Check	06/01/2015	Sage	BankCard (Sage Merchant)		-80.90
Deposit	06/02/2015			Deposit	209.10
Deposit	06/02/2015			Deposit	839.80
Check	06/02/2015	INV CLOUD	Invoice Cloud Monthly Charge		-212.00
Check	06/03/2015	6870	Marvin Dean Brommer	Make Up Water	-400.00
Check	06/03/2015	6871	Beinschroth Family Trust	Replacement Water	-17,955.00
Deposit	06/03/2015			Deposit	284.93
Deposit	06/03/2015			Deposit	1,214.30
General Jour...	06/04/2015			Douglas, Debra / 00822121 / 99...	-2.50
General Jour...	06/04/2015			Douglas, Debra / 00822121 / 99...	-240.90
General Jour...	06/04/2015			Douglas, Debra / 00822121 / 99...	-15.00
Deposit	06/04/2015			Deposit	938.10
Check	06/05/2015	Fees	Compupay		-36.17
Check	06/05/2015	Taxes	Compupay		-1,206.24
Check	06/05/2015	Payroll	Compupay		-4,161.18
Deposit	06/05/2015			6-8-15	1,825.70
Deposit	06/05/2015			Deposit	608.20
Deposit	06/05/2015			Deposit	1,549.00
Deposit	06/06/2015			Deposit	402.70
Deposit	06/07/2015			Deposit	91.20
Deposit	06/08/2015			Deposit	10.26
Check	06/08/2015	6872	Aflac	Invoice # 491705	-397.58
Check	06/08/2015	6873	Underground Service Alert	Invoice # 520150445	-6.00
Check	06/08/2015	6874	Southern California Edison	Account # 2-21-351-6206	-2,269.54
Check	06/08/2015	6875	Cintas Corporation #150	Account # 150-02400	-298.54
Check	06/08/2015	6876	Lemieux & O'Neill	Client Matter No. 190	-893.00
Check	06/08/2015	6877	First Bankcard (Jim)	Account # 5477 2593 4874 4751	-1,000.02
Deposit	06/08/2015			Deposit	1,093.50
Check	06/09/2015	6878	Petty Cash/Phyllis Walker	Replace funds in the back drawer	-177.01
Deposit	06/09/2015			Deposit	59.60
Deposit	06/09/2015			Deposit	9,461.63
Deposit	06/10/2015			Deposit	686.40
Deposit	06/11/2015			Deposit	48.10
Deposit	06/11/2015			Deposit	1,259.20
Deposit	06/12/2015			6-17-15	2,592.60
Deposit	06/12/2015			Deposit	55.00
Deposit	06/12/2015			Deposit	624.10
Deposit	06/13/2015			Deposit	275.20
Deposit	06/13/2015			Deposit	61.90
Deposit	06/14/2015			Deposit	100.80
Deposit	06/14/2015			Deposit	117.80
Check	06/15/2015	6879	Lowe's	Account # 9800 690122 1	-372.89
Deposit	06/15/2015			Deposit	671.90
Deposit	06/15/2015			Deposit	6,214.78
Deposit	06/16/2015			Deposit	197.60
Deposit	06/16/2015			Deposit	2,682.80
Deposit	06/17/2015			Deposit	124.20
Deposit	06/17/2015			Deposit	352.30
Check	06/18/2015	6880	High Desert Underground Inc.	Invoice # J2015-27-01	-940.00
Deposit	06/18/2015			Deposit	267.20
Check	06/18/2015	6881	Charter Communications	Account # 8245 10 076 0042560	-289.12
Check	06/18/2015	6882	Southwest Gas Corp.	Account # 121-1095202-002	-12.27
Check	06/19/2015	CP Fees	Compupay		-37.29
Check	06/19/2015	CP Payroll	Compupay		-3,757.07
Check	06/19/2015	CP Taxes	Compupay		-1,116.15
Deposit	06/19/2015			6-29-15	1,988.30
Deposit	06/19/2015			Deposit	320.10
Deposit	06/19/2015			Deposit	78.00
Deposit	06/20/2015			Deposit	117.60
Deposit	06/22/2015			Deposit	173.70
Deposit	06/22/2015			Deposit	154.80
Transfer	06/23/2015			Matching Funds for MWA's Toile...	-550.00
Deposit	06/23/2015			Deposit	294.90
Check	06/24/2015	6884	Valero Marketing and Supply Company	Account # xxxx 2563	-194.27
Check	06/24/2015	6885	Inland Water Works Supply	Invoice # 275058	-1,499.04
Check	06/24/2015	6886	Staples Advantage	Invoice # 8034768255	-19.42
Check	06/24/2015	6887	Katie Holtkamp	Invoice # 15-5506 & # 14-5205	-260.00
Deposit	06/24/2015			Deposit	467.60
Deposit	06/25/2015			Deposit	76.20
Deposit	06/25/2015			Deposit	67.00
Deposit	06/26/2015			6-29-15	799.20

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07/10/15

Accrual Basis

Mariana Ranchos County Water District

Check Register for this Month

As of June 30, 2015

Type	Date	Num	Name	Memo	Amount
Deposit	06/26/2015			Deposit	210.80
Deposit	06/26/2015			Deposit	335.50
Deposit	06/29/2015			6-29-15	904.00
Deposit	06/29/2015			Deposit	281.90
Deposit	06/30/2015			Deposit	870.80
Deposit	06/30/2015			Deposit	189.20
Total 053.1 · US Bank Checking #1161					982.26
Total 053 · US Bank Parent					982.26
TOTAL					982.26



ABC's of Water

"Putting Your Landscape on Life Support"

**Tuesday, July 28, 2015
5:30 - 7:00 P.M.**

The new mandatory drought regulations require reduced water use on outdoor irrigation. So, how can you put your landscape on life support and maintain it through the drought? This hands-on session will help you learn how to program your irrigation controller. In addition, the region's water conservation expert team will be on hand to answer your questions on a variety of water conservation topics including water audits, information on the Cash for Grass program, and more.

Be sure to attend, but seating is limited, so RSVP today. Refreshments will be served. To register to attend, please contact Gloria Golike at (760) 946-7001, or email her at ggolike@mojavewater.org. The deadline to RSVP is July 27, 2015.

Hosted by: Mojave Water Agency

Located at: 13846 Conference Center Dr., Apple Valley, CA



Mojave
Water
Agency