

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

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

Thursday, May 21, 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.

APPROVAL OF AGENDA

CONSENT AGENDA

4. A. Approval of the Minutes for the Regular Meeting of April 23, 2015.
B. Approval of Financial Statements for April 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 Conference and trainings attended.

ONGOING BUSINESS

7. A. 2015 election updates.
B. Drought contingency update.
C. Review and approve new applications submitted for the MRCWD Toilet Program.
D. 2015-2016 FY Proposed Budget presentation by the GM.

INFORMATION REPORTS

8. 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:** 6-2-15 @ 10:00am Board Basics: Rate Setting, 6-3-15 @ 10:00am Operation Basics: Sampling and Lab Results, 6-16-15 @ 10:00am Emergency Response Planning, 6-17-15 @ 10:00am Drought Contingency Planning.
- B. **ABC's of Water: "Edible Landscaping"**, Tuesday, May 26th from 5:30 to 7:30pm. MWA Headquarters, 13846 Conference Center Drive, Apple Valley.
- C. **Urban Water Conservation classes: Webinars at the office**
 - #1 Agency Assistance and Tools, May 21st, 10:00 – 12:00pm
 - #2 Emergency Regulations, Enforcement and Water Rate Structures, May 26th, 10:00 – 12:00pm
 - #3 Regulations for Small Systems, May 26th, 1:00 – 2:30pm

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 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

April 23, 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, Gary Adams and Marilyn Cresser arrived at 4:04 pm.

ABSENT: None

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

AUDIENCE: Customer Ken Gates, Joshua Porter from US Bank, Dan Smith from AVHCWD, Gail Hunter from AVHCWD & Bill Woody Director from AVHCWD.

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None

NEW BUSINESS

- A. Joshua Porter from US Bank collected new signature cards from the Board Members and the Board Secretary. Gary Adams was added and Dennis Russell was removed.
- B. The GM went over the new Resolution 15-01; he asked the Board Members to consider removing the old Resolution and implement the new one to allow the Injury and Illness Prevention and Heat Illness Prevention Programs to be reviewed on an annual basis. 1st motion was made by Director Stewart and a 2nd by Director Cresser, to implement Resolution 15-01. AYE's 5-0, unanimous, motion carries at 100%.
- C. The GM reviewed MRCWD finances and asked the board if they can direct him to move \$225K into the CIP fund. The Board directed the GM to move the money in May.
- D. After some discussion on creating a finance committee for the FY 2015-2016, the Board directed the GM to dispense with the finance committee route, complete the budget and have it available at the May Board Meeting.

- E. The GM informed the Board Members that we have the documents that were requested from AVHCWD and they are available for review at any time at the District Office.

ONGOING BUSINESS

- A. Update on the 2015 election dates; we would like to eventually move away from August to a November, but due to legalities we will not be able to move it this election, we will proceed as usual. The GM asked the board about posting a question on the 2015 ballot asking the public to approve moving it to November for future elections. The GM is still working out the details with the ROV and our attorney such as the cost and the wording on the ballot.
- B. On going discussion regarding the drought; the GM went over the latest news and tiered rate structures. He asked the board to consider assigning a spokesperson to answer and address any concerns the customers may have regarding the drought. Vice President Varley made a 1st motion and a 2nd was made by Director Stewart to nominate the GM as the spokesperson and Gary Adams as alternate on behalf of MRCWD. AYE's 5-0, motion carries at 100%
- C. A final review on the Low Flow/High Efficiency Toilet Application was made; the board made a couple of minor changes. A 1st motion was made by Director Cresser and a 2nd made by Director Stewart to proceed with the toilet application and program. AYE's 5-0, motion carries at 100% .

INFORMATION REPORTS

- A. Attorney Report; None, attorney dismissed at 5:10 pm
- B. Green Committee; None.
- 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

Vice President Varley spoke about his disappointment in the High Desert Water Summit; he was appalled about the Tapestry Project, the City Manager claimed that the estimated 19000 homes that they plan to build will not affect our water. Director Stewart said it was not nearly as impressive as it was last year.

ADJOURNMENT

A motion was made by Vice President Varley to adjourn the meeting at 5:30 p.m. and was 2nd by Director Cresser. AYE's 5-0, unanimous, motion carries at 100%.

Approved: _____

Ronald Dodge, Board President

Phyllis Walker, Secretary to the Board

05/15/15

Mariana Ranchos County Water District
Checking & Saving Accounts

Apr 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	257,472.17
053.2 - Tank Loan Fund	16,553.47
053.4 - Supplemental Water-Restricted	550.00
053.5 - Security Fee	8,914.95

Total 053 - US Bank Parent 283,490.59

055 - 2013 PR Checks not Cashed -277.05

130 - CIP & Debt Resv-Restrict-Parent

130.2 - AmSec 3 Mo CD - Capitol Imp Res	59,637.89
130.5 - Debt Reserve Acct. - Interest	6,012.50

Total 130 - CIP & Debt Resv-Restrict-Parent 65,650.39

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
140 - LAIF - Unrestricted - Parent - Other	434.38

Total 140 - LAIF - Unrestricted - Parent 241,399.14

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 623,451.50

Total Current Assets 623,451.50

TOTAL ASSETS 623,451.50

LIABILITIES & EQUITY 0.00

Mariana Ranchos County Water District
Income Statement
 April 2015

	Apr 15
Ordinary Income/Expense	
Income	
600 · Water Sales	28,029.31
605 · Stand-by Charges	21,242.46
606 · Late Fees	709.40
655 · Inactive Meters	294.00
656 · Multiple Meters	95.00
657 · Security Fee	1,150.00
690 · Convenience Fees - Parent	
690.5 · Credit Card Fee	123.00
Total 690 · Convenience Fees - Parent	123.00
Total Income	51,643.17
Gross Profit	51,643.17
Expense	
800 · Payroll Exp - Parent	
800.1 · Field Labor	1,822.50
800.2 · Admin Salaries	1,573.00
800.3 · Board Meetings	
800.31 · Directors Compensation	100.00
800.32 · Board Secretary Compensation	0.00
Total 800.3 · Board Meetings	100.00
800.4 · General Manager Salary	5,700.44
800.6 · On Call (Pager)	120.00
800.8 · Payroll Taxes	862.10
800.9 · PR Process Co (QB-Benefit Mall)	57.21
Total 800 · Payroll Exp - Parent	10,235.25
801 · Installation/ Repair Supplies	
801.1 · Meter Installation supplies	1,744.50
Total 801 · Installation/ Repair Supplies	1,744.50
805 · Dig Alert	10.50
806 · Pumping Station Power-Parent	
806 2 · Well #2	840.62
806 3 · Moonbeam Booster	241.15
806 5 · Alegre Vista Booster	66.02
806 6 · Well #1	830.74
Total 806 · Pumping Station Power-Parent	1,978.53
810 · Field Repairs - Parent	
810.3 · Maint Equip & Tools	4,414.34
810.4 · Chemicals	53.76
Total 810 · Field Repairs - Parent	4,468.10
811 · Maintenance-Wells & Pumps	356.64
813 · Watermaster Fees	147.84
818 · Insurance - Parent	
818.1 · Workers Comp	195.00
818.2 · Property/Liability	-110.98
Total 818 · Insurance - Parent	84.02
821 · Office Supplies - Parent	
821.2 · Office Equipment	102.00
821.4 · Toner/Ink	210.09
821.5 · Office Sundries	73.39
Total 821 · Office Supplies - Parent	385.48
825 · Computer	
825.3 · Software	10.00
Total 825 · Computer	10.00

Mariana Ranchos County Water District
Income Statement
 April 2015

	Apr 15
826 - Risk Control	59.75
830 - Sales Tax (on purchases)	176.02
832 - Bank/IC/Sage NSF/Reject Charges	
832.3 - Bank Charge - NSF	15.00
832.5 - IC/Sage Reject	-30.00
Total 832 - Bank/IC/Sage NSF/Reject Charges	-15.00
836 - Billing Fees - Parent	
836.1 - Credit Card Fee (Bankcard Sage)	58.23
836.2 - EFT Fees (Sage)	29.90
836.4 - INV Cloud Monthly Charge	207.20
Total 836 - Billing Fees - Parent	295.33
851 - Legal Fees - Parent	
851.1 - Attorney/Legal	387.00
Total 851 - Legal Fees - Parent	387.00
855 - Office Utilities - Parent	
855.1 - Gas	30.41
855.2 - SCE	112.83
Total 855 - Office Utilities - Parent	143.24
856 - Telephone - Parent	
856.1 - Office	138.10
856.2 - Internet	169.43
856.5 - Cell Phones	32.70
Total 856 - Telephone - Parent	340.23
858 - Repairs & Maint - Parent	
858.3 - Tank Maint Program	9,394.60
858.7 - Cleaning Service	120.00
Total 858 - Repairs & Maint - Parent	9,514.60
866 - Penalties	64.25
867 - Conferences - Parent	
867.1 - Conferences & Seminars	515.00
867 - Conferences - Parent - Other	67.44
Total 867 - Conferences - Parent	582.44
868 - Fuel - Parent	
868.1 - Gasoline	40.00
868.2 - Diesel	122.00
868.3 - Fed Fuel Tax ADJ	-11.71
Total 868 - Fuel - Parent	150.29
870 - Personal Safety Equip - Parent	
870.1 - Personal Protect Equip	40.00
870.2 - Uniform (Cintas)	391.84
Total 870 - Personal Safety Equip - Parent	431.84
Total Expense	31,550.85
Net Ordinary Income	20,092.32
Other Income/Expense	
Other Income	
910 - Interest Income-District	17.06
Total Other Income	17.06
Net Other Income	17.06
Net Income	20,109.38

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05/15/15

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

	<u>Apr 15</u>
OPERATING ACTIVITIES	
Net Income	20,109.38
Adjustments to reconcile Net Income to net cash provided by operations:	
405 - Customer Deposit	<u>150.00</u>
Net cash provided by Operating Activities	<u>20,259.38</u>
 Net cash increase for period	 20,259.38
Cash at beginning of period	<u>603,192.12</u>
Cash at end of period	<u><u>623,451.50</u></u>

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05/15/15

Accrual Basis

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

As of April 30, 2015

Type	Date	Num	Name	Memo	Amount
053 - US Bank Parent					
053.1 - US Bank Checking #1161					
Check	04/01/2015	6830	Employment Development Department	Account ID 698-1362-4	-64.25
Check	04/01/2015	6831	Utility Service Co., Inc.	Invoice # 365759	-9,394.60
Check	04/01/2015	6832	ACWA/Joint Powers Insurance Authority	Workers Compensation Program...	-195.00
Transfer	04/01/2015			Funds Transfer for Security Fees	-1,055.00
Transfer	04/01/2015			Funds Transfer for Tank Loan Fu...	-2,700.00
Deposit	04/01/2015			Deposit	174.70
Deposit	04/01/2015			Deposit	822.40
Check	04/01/2015	INV CLOUD	Invoice Cloud Monthly Charge		-207.20
Check	04/02/2015	6833	Inland Water Works Supply	Invoice # 272707	-1,854.90
Check	04/02/2015	6834	Southern California Edison	Account # 2-21-351-6206	-2,091.36
Deposit	04/02/2015			Deposit	59.60
Deposit	04/02/2015			Deposit	320.00
Deposit	04/03/2015			4-14-15	477.70
Deposit	04/03/2015			Deposit	171.30
Deposit	04/03/2015			Deposit	813.40
Deposit	04/04/2015			Deposit	246.70
Deposit	04/05/2015			Deposit	171.60
Deposit	04/05/2015			Deposit	305.00
Check	04/06/2015	6835	Mojave Basin Area Watermaster	Invoice # 37757	-147.84
Check	04/06/2015	6836	Underground Service Alert	Invoice # 320150444	-10.50
Check	04/06/2015	6837	First Bankcard (Jim)	Account # 5477 2593 4874 4751	-555.00
Check	04/06/2015	6838	First Bankcard (Phyllis)	Account # 5477 2593 4723 5611	-380.92
Deposit	04/06/2015			Deposit	50.40
Deposit	04/06/2015			Deposit	1,972.50
General Jour...	04/06/2015			Account # 00815422, Yzaguirre, ...	-15.00
General Jour...	04/06/2015			Account # 00821256 Lincoln, J R...	-15.00
General Jour...	04/06/2015			Account # 00815328 Gerber, R ...	-15.00
General Jour...	04/06/2015			Account # 0021280, Porter, L Re...	-15.00
Deposit	04/07/2015			Deposit	1,193.40
Deposit	04/07/2015			Deposit	70.20
Deposit	04/08/2015			Deposit	252.40
Deposit	04/08/2015			Deposit	614.30
Check	04/09/2015	Sage	BankCard (Sage Merchant)		-58.23
Deposit	04/09/2015			Deposit	67.50
Deposit	04/09/2015			Deposit	1,070.70
Deposit	04/10/2015			4-14-15	2,655.70
Check	04/10/2015	CompuPay	Compupay		-29.42
Check	04/10/2015	CompuPay	Compupay		-3,797.62
Check	04/10/2015	CompuPay	Compupay		-1,222.44
Deposit	04/10/2015			Deposit	4,703.91
Check	04/10/2015	6839	Goodspeed Distributing, Inc.	Invoice # 5000014-IN	-410.40
Check	04/10/2015	6840	Lemieux & O'Neill	Client Matter NO. 190	-387.00
Check	04/10/2015	6841	Cintas Corporation #150	Account No 150-02400	-391.84
Check	04/10/2015	6842	T-Mobile	Account # 343784752	-34.20
Deposit	04/10/2015			Deposit	70.20
Deposit	04/10/2015			Deposit	1,156.44
General Jour...	04/10/2015			Acc # 00821281 Hilton Ralph rje...	-15.00
Deposit	04/11/2015			Deposit	261.00
Deposit	04/11/2015			Deposit	63.10
Deposit	04/11/2015			Deposit	311.90
Deposit	04/13/2015			Deposit	88.20
Deposit	04/13/2015			Deposit	2,574.00
General Jour...	04/13/2015			acc # 00815333, Weaver, S. reje...	-15.00
Deposit	04/14/2015			Deposit	644.70
Deposit	04/14/2015			Deposit	5,228.60
Check	04/15/2015	6844	Charter Communications	Account # 8245 10 076 0042560	-284.65
Deposit	04/15/2015			Deposit	264.60
Deposit	04/15/2015			Deposit	987.40
Deposit	04/16/2015			Deposit	171.60
Deposit	04/17/2015			4-20-15	3,305.57
Check	04/17/2015	6843	Aflac	Invo9ice # 630483	-397.58
Deposit	04/17/2015			Deposit	64.20
Deposit	04/17/2015			Deposit	699.20
Check	04/20/2015	6845	Southwest Gas Corp.		-30.41
Check	04/20/2015	6846	Inland Water Works Supply	Inv #273321	-27.00
Check	04/20/2015	6847	Valero Marketing and Supply Company	Acct # 69602563	-150.29
Check	04/20/2015	6848	Pres-Tech	Invoice #8142	-4,414.34
Deposit	04/20/2015			Deposit	85.20
Deposit	04/20/2015			Deposit	761.30
Transfer	04/21/2015			2012 Delinquent fees collected b...	-100.00
Transfer	04/21/2015			2013 Delinquent fees collected b...	-132.50
Deposit	04/21/2015			Deposit	97.20
General Jour...	04/21/2015			Acc # 10822118, Goetsch, D. Re...	-15.00
Check	04/22/2015	6849	Apple Valley Heights CWD	Public Records Request copying...	-59.75
Deposit	04/22/2015			Deposit	177.40
Deposit	04/22/2015			Deposit	122.50

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05/15/15

Accrual Basis

Mariana Ranchos County Water District

Check Register for this Month

As of April 30, 2015

Type	Date	Num	Name	Memo	Amount
Deposit	04/23/2015			Deposit	185.40
Deposit	04/23/2015			Deposit	61.20
General Jour...	04/23/2015			Acc# 20832125/ Alas, Carri / 936...	-15.00
General Jour...	04/23/2015			Acc# 20832125/ Alas, Carri / 936...	-2.50
General Jour...	04/23/2015			Acc# 20832125/ Alas, Carri / 936...	-49.50
Check	04/24/2015	CompuPay	Compupay		-27.79
Check	04/24/2015	CompuPay	Compupay		-3,668.02
Check	04/24/2015	CompuPay	Compupay		-1,132.38
Deposit	04/24/2015			5-4-15	781.60
Check	04/24/2015	6850	Petty Cash/Phyllis Walker	Replinish back drawer	-222.00
Deposit	04/24/2015			5-4-15	110.98
Deposit	04/24/2015			Deposit	78.00
Deposit	04/24/2015			Deposit	95.40
Deposit	04/24/2015			Deposit	2.16
Deposit	04/24/2015			Deposit	227.10
Deposit	04/26/2015			Deposit	85.20
Deposit	04/27/2015			Deposit	16,538.55
Deposit	04/27/2015			Deposit	76.20
General Jour...	04/27/2015			Acc # 00815341, Thompson, Lyn...	-15.00
Check	04/27/2015	Sage	Sage Payment Solutions		-29.90
Deposit	04/28/2015			Deposit	199.20
Deposit	04/28/2015			Deposit	140.70
Deposit	04/28/2015			Direct Deposit	150.00
Deposit	04/29/2015			Deposit	47.40
Deposit	04/30/2015			Deposit	106.20
Deposit	04/30/2015			Deposit	115.50
Total 053.1 · US Bank Checking #1161					16,497.18
Total 053 · US Bank Parent					16,497.18
TOTAL					16,497.18



ABC's of Water

“Edible Landscaping”

Tuesday, May 26, 2015

5:30 - 7:00 P.M.

Learn how to incorporate edibles into your landscape and into planning your home vegetable garden. A hands-on demonstration will be offered, recipes for warm season vegetable gardens will be provided, and a vegetable themed container garden will be given away. The San Bernardino County Master Gardeners will be presenting this session.

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 May 21, 2015.

Hosted by: Mojave Water Agency

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

