



**MAMMOTH COMMUNITY WATER DISTRICT**  
Post Office Box 597  
Mammoth Lakes, California 93546-0597

---

765th Regular Meeting of the  
Mammoth Community Water District  
Board of Directors

Thursday, February 20, 2020

***Please Note:***

*Members of the public will have the opportunity to directly address the District Board of Directors concerning any item listed on the Agenda below before or during consideration of that item.*

**AGENDA**

**5:30 P.M.**

**Roll Call**

Directors Cage, Creasy, Domaille, Smith, and Thompson

**Pledge of Allegiance**

**Public Forum**

*Any member of the public may address the Board relating to any matter within the Board's jurisdiction. This need not be related to any item on the agenda, and presentation should be limited to five (5) minutes. No formal action by the Board will be taken on these items.*

**Consent Agenda A**

*All matters listed are considered to be routine by the Board and may be enacted on by one motion. There will be no separate discussion on these items unless requested by the Board. If discussion is requested, that item will be moved and considered separately after adoption of the consent agenda.*

**A-1** Approval of January 2020 Check Disbursements (Springbrook #'s 57121 – 57288)

**A-3** Approval of Minutes from the Special Board Workshop held January 21, 2020

**A-3** Approval of Minutes from the Special Board Meeting held January 23, 2020

## **Consent Agenda B — Staff Reports**

*All matters listed are considered to be routine by the Board and may be acted on by one motion. There will be no separate discussion on these items unless requested by the Board. If discussion is requested, that item will be moved and considered separately after adoption of the consent agenda.*

- B-1** Operations Department Report
- B-2** Maintenance Department Report
- B-3** Finance Department Report
- B-4** Engineering Department Report
- B-5** Information Services Report
- B-6** Personnel Services Report
- B-7** Regulatory Support Services Report
- B-8** General Manager's Report

## **Current Business**

- C-1** Discussion and Direction to Staff Regarding the “*Ban the Bottle*” Proposal Sponsored by Members of the Mammoth Lakes Community
- C-2** Presentation and Discussion of Draft FY 2021 Capital and Operating Budget
- C-3** Discussion and Possible Approval of an Amendment to the Reserve Policy

## **Board Member's Committee Reports**

### **Committee Meetings Held:**

Technical Services Committee – *February 19, 2020*  
Finance Committee – *February 19, 2020*

## **Attorney's Report**

### **Closed Session**

#### **D-1 Conference with Legal Counsel**

Anticipated Litigation – Pursuant to Government Code section 54956.9(a); consideration of initiating litigation involving one case

#### **D-2 Conference with Legal Counsel**

Existing Litigation – Pursuant to Government Code section 54956 (a); International Union of Operating Engineers, Local 12 v. Mammoth Community Water District; Public Employment Relations Board

## Adjournment

*NOTE: Items listed on the agenda may be reviewed or acted upon by the Board in any order or sequence. The items are listed for identification purposes only.*

*The meeting will be held in the conference room at the District facility located one mile east of Old Mammoth Road on Meridian Boulevard, just off Highway 203, Mammoth Lakes, California.*



MARK BUSBY  
General Manager

Date of Issuance: Friday, February 14, 2020

Posted: MCWD Office  
MCWD Website: [www.mcwd.dst.ca.us](http://www.mcwd.dst.ca.us)  
cc: Members, Board of Directors  
Town of Mammoth Lakes  
KMMT, KIBS, KSRW Radio

*In compliance with the Americans with Disabilities Act, if you need a disability related modification or accommodation to participate in this meeting please call Stephanie Hake at (760) 934-2596 at least one full day before the meeting.*

*Documents and material relating to an open session agenda item that are provided to the Mammoth Community Water District Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at the District facility located at 1315 Meridian Boulevard, Mammoth Lakes, California.*



**MAMMOTH COMMUNITY WATER DISTRICT**  
Post Office Box 597  
Mammoth Lakes, California 93546-0597

---

**NOTICE OF A TECHNICAL SERVICES COMMITTEE MEETING**

NOTICE IS HEREBY GIVEN that the Technical Services Committee of the Board of Directors of the Mammoth Community Water District will hold a **TECHNICAL SERVICES COMMITTEE MEETING** to be held **WEDNESDAY, FEBRUARY 19, 2020** at **8:00 A.M.**

***Please Note:***

*Members of the public will have the opportunity to directly address the District Board of Directors concerning any item listed on the Agenda below before or during consideration of that item.*

**The agenda items are:**

1. Review of the Operations Department Report (B-1)
2. Review of the Maintenance Department Report (B-2)
3. Review of the Engineering Department Report (B-4)
4. Review of the Information Services Report (B-5)
5. Discussion Regarding the USFS Master Special Use Permit
6. Discussion of Proposed New Radio Telemetry Tower to be Installed on District Property
7. Discussion / Questions Regarding Other Department Reports
  - B-3 Finance Department Report
  - B-6 Personnel Services Report
  - B-7 Regulatory Support Services Report
  - B-8 General Manager's Report

*The meeting will be held in the conference room at the District facility located one mile east of Old Mammoth Road on Meridian Boulevard, just off Highway 203, Mammoth Lakes, California.*

A handwritten signature in blue ink, appearing to read "Mark Busby".

MARK BUSBY  
General Manager

Date of Issuance: Friday, February 14, 2020

*Posted: MCWD Office*

*MCWD Website: [www.mcwd.dst.ca.us](http://www.mcwd.dst.ca.us)*

*cc: Members, Board of Directors*

*Town of Mammoth Lakes*

*KMMT, KIBS, KSRW Radio*

*In compliance with the Americans with Disabilities Act, if you need a disability related modification or accommodation to participate in this meeting please call Stephanie Hake at (760) 934-2596 at least one full day before the meeting.*

*Documents and material relating to an open session agenda item that are provided to the Mammoth Community Water District Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at the District facility located at 1315 Meridian Boulevard, Mammoth Lakes, California.*



**MAMMOTH COMMUNITY WATER DISTRICT**  
Post Office Box 597  
Mammoth Lakes, California 93546-0597

---

**NOTICE OF A FINANCE COMMITTEE MEETING**

NOTICE IS HEREBY GIVEN that the Finance Committee of the Board of Directors of the Mammoth Community Water District will hold a **FINANCE COMMITTEE MEETING** on **WEDNESDAY, FEBRUARY 19, 2020** at **1:00 P.M.**

***Please Note:***

*Members of the public will have the opportunity to directly address the District Board of Directors concerning any item listed on the Agenda below before or during consideration of that item.*

**The agenda items are:**

1. Review and Approval of Board of Director Payment Requests for January 2020
2. Review and Approval of Accounts Payable Payment Vouchers for January 2020
3. Discussion and Review of January 2020 Check Register (A-1)
4. Discussion of Finance Department Report (B-3)
5. Discussion of Draft FY 2021 Capital and Operating Budget (C-2)
6. Discussion of an Amendment to the Reserve Policy (C-3)
7. Discussion / Questions Regarding Other Department Reports
  - B-1 Operations Department Report
  - B-2 Maintenance Department Report
  - B-4 Engineering Department Report
  - B-5 Information Services Report
  - B-6 Personnel Services Report
  - B-7 Regulatory Support Services Report
  - B-8 General Manager's Report

*The meeting will be held in the conference room at the District facility located one mile east of Old Mammoth Road on Meridian Boulevard, just off Highway 203, Mammoth Lakes, California.*



MARK BUSBY  
General Manager

Date of Issuance: Friday, February 14, 2020

*Posted: MCWD Office  
MCWD Website: [www.mcwd.dst.ca.us](http://www.mcwd.dst.ca.us)  
cc: Members, Board of Directors  
Town of Mammoth Lakes  
KMMT, KIBS, KSRW Radio*

*In compliance with the Americans with Disabilities Act, if you need a disability related modification or accommodation to participate in this meeting please call Stephanie Hake at (760) 934-2596 at least one full day before the meeting.*

*Documents and material relating to an open session agenda item that are provided to the Mammoth Community Water District Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at the District facility located at 1315 Meridian Boulevard, Mammoth Lakes, California.*

## Check Register for the Month of January 2020

Springbrook Software Report

(Check #57121 - #57288)



# MCWD Accounts Payable

## Check Register Notes

### January 2020

<u>Check #</u>	<u>Amount</u>	<u>Vendor</u>	<u>Notes</u>
57123	\$6,788.25	Ferguson Enterprises, Inc.	4G Modem Replacements for Meter Data Collectors
57191	\$28,191.98	US Geological Survey	Quarterly Well Monitoring (7/1/19 - 9/30/19)
57221	\$204,942.75	Superior Tank Solutions	Tank 5 Rehab
57284	\$19,036.57	USDA Forest Service	Annual Special Use Permits
57285	\$9,020.83	Water Works Engineers	Tank 5 Rehab

### Rebates

25 customers purchased 48 high efficiency toilets and received rebates totalling \$8,847.76

### Payroll Expenses

Employee Gross Payroll:	\$284,530.98
Board Gross Payroll:	\$0.00
Net Payroll:	\$190,111.23
Employer Paid Payroll Taxes:	\$4,143.53
Employer Paid 401a:	\$56,906.18 (20% of Gross)
Employer Paid 457b Match:	\$5,438.23 (1.91% of Gross)
Employee Paid 457b:	\$40,763.06 (14.3% of Gross) <sup>1</sup>
Other Employer Paid Benefits:	\$162,038.07 <sup>2</sup>

<sup>1</sup> Includes retiring employee's cash-out into his 457b

<sup>2</sup> Includes Q4 worker's comp premium

# Accounts Payable

## Checks by Date - Detail by Check Number

User: mbretz  
 Printed: 2/7/2020 10:45 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
ACH	PR*VSP	Vision Service Plan - CA	01/02/2020		
		PR Batch 00011.12.2019 Vision Insurance Premi	PR Batch 00011.12.2019 Visi		239.00
		PR Batch 00011.12.2019 Vision Insurance Premi	PR Batch 00011.12.2019 Visi		346.20
		PR Batch 00011.12.2019 Vision Insurance Premi	PR Batch 00011.12.2019 Visi		56.21
		PR Batch 00011.12.2019 Vision Insurance Premi	PR Batch 00011.12.2019 Visi		29.89
		PR Batch 00011.12.2019 Vision Insurance Premi	PR Batch 00011.12.2019 Visi		213.00
		PR Batch 00019.12.2019 Vision Insurance Prem	PR Batch 00019.12.2019 Visi		95.60
		PR Batch 00019.12.2019 Vision Insurance Prem	PR Batch 00019.12.2019 Visi		23.90
Total for this ACH Check for Vendor PR*VSP:				0.00	1,003.80
ACH	PR*VSP 12-24-19	Vision Service Plan - CA Staff Vision Insurance Premium Adjustment	01/02/2020 Staff Vision Insurance Premiu		95.60
Total for this ACH Check for Vendor PR*VSP:				0.00	95.60
ACH	PR*AFLAC	AFLAC	01/07/2020		
		PR Batch 00008.01.2020 Aflac After Tax	PR Batch 00008.01.2020 Afla		42.21
		PR Batch 00008.01.2020 Aflac After Tax	PR Batch 00008.01.2020 Afla		1.47
		PR Batch 00008.01.2020 Aflac After Tax	PR Batch 00008.01.2020 Afla		12.11
		PR Batch 00008.01.2020 Aflac Pre-Tax	PR Batch 00008.01.2020 Afla		121.24
		PR Batch 00008.01.2020 Aflac Pre-Tax	PR Batch 00008.01.2020 Afla		11.03
		PR Batch 00008.01.2020 Aflac Pre-Tax	PR Batch 00008.01.2020 Afla		20.80
Total for this ACH Check for Vendor PR*AFLAC:				0.00	208.86
ACH	PR*CATAX	CA Tax Payment ACH	01/07/2020		
		PR Batch 00008.01.2020 Ca. State Disability	PR Batch 00008.01.2020 Ca.		353.66
		PR Batch 00008.01.2020 Ca. State Disability	PR Batch 00008.01.2020 Ca.		488.14
		PR Batch 00008.01.2020 Ca. State Disability	PR Batch 00008.01.2020 Ca.		100.29
		PR Batch 00008.01.2020 Ca. State Disability	PR Batch 00008.01.2020 Ca.		52.98
		PR Batch 00008.01.2020 Ca. State Disability	PR Batch 00008.01.2020 Ca.		513.27
		PR Batch 00008.01.2020 State Income Tax	PR Batch 00008.01.2020 Stat		1,454.18
		PR Batch 00008.01.2020 State Income Tax	PR Batch 00008.01.2020 Stat		1,839.65
		PR Batch 00008.01.2020 State Income Tax	PR Batch 00008.01.2020 Stat		447.17
		PR Batch 00008.01.2020 State Income Tax	PR Batch 00008.01.2020 Stat		234.42
		PR Batch 00008.01.2020 State Income Tax	PR Batch 00008.01.2020 Stat		1,950.14
Total for this ACH Check for Vendor PR*CATAX:				0.00	7,433.90
ACH	PR*FEDTX	Federal Tax Payment ACH	01/07/2020		
		PR Batch 00008.01.2020 Federal Income Tax	PR Batch 00008.01.2020 Fed		4,075.44
		PR Batch 00008.01.2020 Federal Income Tax	PR Batch 00008.01.2020 Fed		5,331.64
		PR Batch 00008.01.2020 Federal Income Tax	PR Batch 00008.01.2020 Fed		1,195.43
		PR Batch 00008.01.2020 Federal Income Tax	PR Batch 00008.01.2020 Fed		628.00
		PR Batch 00008.01.2020 Federal Income Tax	PR Batch 00008.01.2020 Fed		5,489.01
		PR Batch 00008.01.2020 Medicare Employee Pc	PR Batch 00008.01.2020 Mec		513.44
		PR Batch 00008.01.2020 Medicare Employee Pc	PR Batch 00008.01.2020 Mec		713.61
		PR Batch 00008.01.2020 Medicare Employee Pc	PR Batch 00008.01.2020 Mec		145.84
		PR Batch 00008.01.2020 Medicare Employee Pc	PR Batch 00008.01.2020 Mec		76.83

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
		PR Batch 00008.01.2020 Medicare Employee P	PR Batch 00008.01.2020 Mec		747.42
		PR Batch 00008.01.2020 Medicare Employer Po	PR Batch 00008.01.2020 Mec		513.44
		PR Batch 00008.01.2020 Medicare Employer Po	PR Batch 00008.01.2020 Mec		713.61
		PR Batch 00008.01.2020 Medicare Employer Po	PR Batch 00008.01.2020 Mec		145.84
		PR Batch 00008.01.2020 Medicare Employer Po	PR Batch 00008.01.2020 Mec		76.83
		PR Batch 00008.01.2020 Medicare Employer Po	PR Batch 00008.01.2020 Mec		747.42
		Total for this ACH Check for Vendor PR*FEDTX:		0.00	21,113.80
ACH	PR*FTJ	FTJ Fund Choice	01/07/2020		
		PR Batch 00008.01.2020 Deferred Comp. Match	PR Batch 00008.01.2020 Defi		675.67
		PR Batch 00008.01.2020 Deferred Comp. Match	PR Batch 00008.01.2020 Defi		953.97
		PR Batch 00008.01.2020 Deferred Comp. Match	PR Batch 00008.01.2020 Defi		200.45
		PR Batch 00008.01.2020 Deferred Comp. Match	PR Batch 00008.01.2020 Defi		106.00
		PR Batch 00008.01.2020 Deferred Comp. Match	PR Batch 00008.01.2020 Defi		958.58
		PR Batch 00008.01.2020 FTJ Deferred Comp	PR Batch 00008.01.2020 FTJ		4,548.24
		PR Batch 00008.01.2020 FTJ Deferred Comp	PR Batch 00008.01.2020 FTJ		5,664.71
		PR Batch 00008.01.2020 FTJ Deferred Comp	PR Batch 00008.01.2020 FTJ		1,401.80
		PR Batch 00008.01.2020 FTJ Deferred Comp	PR Batch 00008.01.2020 FTJ		762.53
		PR Batch 00008.01.2020 FTJ Deferred Comp	PR Batch 00008.01.2020 FTJ		13,502.38
		PR Batch 00008.01.2020 FTJ Pension	PR Batch 00008.01.2020 FTJ		7,072.96
		PR Batch 00008.01.2020 FTJ Pension	PR Batch 00008.01.2020 FTJ		9,763.59
		PR Batch 00008.01.2020 FTJ Pension	PR Batch 00008.01.2020 FTJ		2,005.06
		PR Batch 00008.01.2020 FTJ Pension	PR Batch 00008.01.2020 FTJ		1,059.87
		PR Batch 00008.01.2020 FTJ Pension	PR Batch 00008.01.2020 FTJ		10,265.10
		Total for this ACH Check for Vendor PR*FTJ:		0.00	58,940.91
ACH	PR*NATWD	Nationwide Retirement Solution	01/07/2020		
		PR Batch 00008.01.2020 Nationwide Retirement	PR Batch 00008.01.2020 Nati		25.85
		Total for this ACH Check for Vendor PR*NATWD:		0.00	25.85
ACH	PR*STERL	Sterling Health Service Administration	01/07/2020		
		PR Batch 00008.01.2020 Health Savings Acct. E	PR Batch 00008.01.2020 Hea		260.00
		PR Batch 00008.01.2020 Health Savings Acct. E	PR Batch 00008.01.2020 Hea		76.13
		PR Batch 00008.01.2020 Health Savings Acct. E	PR Batch 00008.01.2020 Hea		76.10
		PR Batch 00008.01.2020 Health Savings Acct. E	PR Batch 00008.01.2020 Hea		76.10
		PR Batch 00008.01.2020 Health Savings Acct. E	PR Batch 00008.01.2020 Hea		76.11
		PR Batch 00008.01.2020 Health Savings Acct. E	PR Batch 00008.01.2020 Hea		33.06
		PR Batch 00008.01.2020 Health Savings Acct. E	PR Batch 00008.01.2020 Hea		8.26
		PR Batch 00008.01.2020 Health Savings Acct. E	PR Batch 00008.01.2020 Hea		8.27
		PR Batch 00008.01.2020 Health Savings Acct. E	PR Batch 00008.01.2020 Hea		8.25
		PR Batch 00008.01.2020 Health Savings Acct. E	PR Batch 00008.01.2020 Hea		8.28
		Total for this ACH Check for Vendor PR*STERL:		0.00	630.56
ACH	054 Hafner	Keith Hafner 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		270.00
		Total for this ACH Check for Vendor 054:		0.00	270.00
ACH	059 Pedersen Pedersen	John Pedersen 7/1/19 - 12/31/19 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem Staff Cell Phone Reimbursem		135.00 135.00
		Total for this ACH Check for Vendor 059:		0.00	270.00
ACH	071 Logan	Michael Logan 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		270.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for this ACH Check for Vendor 071:	0.00	270.00
ACH	079 Schouweiler	Len Schouweiler 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		150.00
			Total for this ACH Check for Vendor 079:	0.00	150.00
ACH	094 Van Orsdol Van Orsdol	Glenn VanOrsdol 7/1/19 - 12/31/19 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem Staff Cell Phone Reimbursem		102.21 102.21
			Total for this ACH Check for Vendor 094:	0.00	204.42
ACH	121 Motley	Rob Motley 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		270.00
			Total for this ACH Check for Vendor 121:	0.00	270.00
ACH	132 Murray	Clay Murray 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		270.00
			Total for this ACH Check for Vendor 132:	0.00	270.00
ACH	134 Guarneros	Jesus Guarneros 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		270.00
			Total for this ACH Check for Vendor 134:	0.00	270.00
ACH	163 Christensen	Heidi Christensen 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		150.00
			Total for this ACH Check for Vendor 163:	0.00	150.00
ACH	176 Hake Hake Hake Hake	Stephanie Hake 7/1/19 - 12/31/19 Meeting Snacks, Banners, Flower for Baby Nels Meeting Snacks Coffee and Kitchen Supplies	01/09/2020 Staff Cell Phone & Expense R Staff Cell Phone & Expense R Staff Cell Phone & Expense R Staff Cell Phone & Expense R		270.00 114.65 32.99 74.35
			Total for this ACH Check for Vendor 176:	0.00	491.99
ACH	177 Mulbay	Justin Mulbay 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		270.00
			Total for this ACH Check for Vendor 177:	0.00	270.00
ACH	206 Suleski	Ben Suleski 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		270.00
			Total for this ACH Check for Vendor 206:	0.00	270.00
ACH	220 Gonzalez	Robert Gonzalez 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		270.00
			Total for this ACH Check for Vendor 220:	0.00	270.00
ACH	224 Hylton	Elizabeth Hylton 7/1/190-012/31/19	01/09/2020 Staff Cell Phone Reimbursem		181.68
			Total for this ACH Check for Vendor 224:	0.00	181.68
ACH	234	Matt Jaroslowski	01/09/2020		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	Jaroslowski	7/1/19 - 12/31/19	Staff Cell Phone Reimbursem		135.00
	Jaroslowski	7/1/19 - 12/31/19	Staff Cell Phone Reimbursem		135.00
			Total for this ACH Check for Vendor 234:	0.00	270.00
ACH	247 Bedow	Karen Bedow 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		150.00
			Total for this ACH Check for Vendor 247:	0.00	150.00
ACH	255 Slover	John Slover 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		270.00
			Total for this ACH Check for Vendor 255:	0.00	270.00
ACH	257 Nelson	Tyler Nelson 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		270.00
			Total for this ACH Check for Vendor 257:	0.00	270.00
ACH	260 Sperry Sperry	David Sperry 7/1/19 - 12/31/19 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem Staff Cell Phone Reimbursem		135.00 135.00
			Total for this ACH Check for Vendor 260:	0.00	270.00
ACH	262 Conboy Conboy	Ryan Conboy 7/1/19 - 12/31/19 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem Staff Cell Phone Reimbursem		135.00 135.00
			Total for this ACH Check for Vendor 262:	0.00	270.00
ACH	265 Roberts Roberts	Kristina Roberts 7/1/19 - 12/31/19 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem Staff Cell Phone Reimbursem		135.00 135.00
			Total for this ACH Check for Vendor 265:	0.00	270.00
ACH	267 Ross	Philip Ross 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		270.00
			Total for this ACH Check for Vendor 267:	0.00	270.00
ACH	269 Sornoso	Steven Sornoso 7/1/19 - 12/31/19	01/09/2020 Staff Cell Phone Reimbursem		270.00
			Total for this ACH Check for Vendor 269:	0.00	270.00
ACH	096 011320	Marc Hannon Hannon	01/15/2020 DMV Physical		175.00
			Total for this ACH Check for Vendor 096:	0.00	175.00
ACH	268 Carlson Carlson	David Carlson 7/1/19 - 12/31/19 7/1/19 - 12/31/19	01/15/2020 Cell Phone Reimbursement Cell Phone Reimbursement		135.00 135.00
			Total for this ACH Check for Vendor 268:	0.00	270.00
ACH	271 Larson	Robert Larson 7/1/19 - 12/31/19	01/15/2020 Cell Phone Remibursement		270.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for this ACH Check for Vendor 271:	0.00	270.00
ACH	PR*AFLAC	AFLAC	01/21/2020		
		PR Batch 00022.01.2020 Aflac After Tax	PR Batch 00022.01.2020 Afla		42.26
		PR Batch 00022.01.2020 Aflac After Tax	PR Batch 00022.01.2020 Afla		1.47
		PR Batch 00022.01.2020 Aflac After Tax	PR Batch 00022.01.2020 Afla		12.06
		PR Batch 00022.01.2020 Aflac Pre-Tax	PR Batch 00022.01.2020 Afla		121.27
		PR Batch 00022.01.2020 Aflac Pre-Tax	PR Batch 00022.01.2020 Afla		11.03
		PR Batch 00022.01.2020 Aflac Pre-Tax	PR Batch 00022.01.2020 Afla		20.77
			Total for this ACH Check for Vendor PR*AFLAC:	0.00	208.86
ACH	PR*CATAX	CA Tax Payment ACH	01/21/2020		
		PR Batch 00022.01.2020 Ca. State Disability	PR Batch 00022.01.2020 Ca.		376.15
		PR Batch 00022.01.2020 Ca. State Disability	PR Batch 00022.01.2020 Ca.		503.37
		PR Batch 00022.01.2020 Ca. State Disability	PR Batch 00022.01.2020 Ca.		112.37
		PR Batch 00022.01.2020 Ca. State Disability	PR Batch 00022.01.2020 Ca.		61.81
		PR Batch 00022.01.2020 Ca. State Disability	PR Batch 00022.01.2020 Ca.		283.32
		PR Batch 00022.01.2020 State Income Tax	PR Batch 00022.01.2020 Stat		1,499.35
		PR Batch 00022.01.2020 State Income Tax	PR Batch 00022.01.2020 Stat		1,863.53
		PR Batch 00022.01.2020 State Income Tax	PR Batch 00022.01.2020 Stat		481.70
		PR Batch 00022.01.2020 State Income Tax	PR Batch 00022.01.2020 Stat		259.79
		PR Batch 00022.01.2020 State Income Tax	PR Batch 00022.01.2020 Stat		1,040.06
			Total for this ACH Check for Vendor PR*CATAX:	0.00	6,481.45
ACH	PR*FEDTX	Federal Tax Payment ACH	01/21/2020		
		PR Batch 00022.01.2020 Federal Income Tax	PR Batch 00022.01.2020 Fed		4,648.73
		PR Batch 00022.01.2020 Federal Income Tax	PR Batch 00022.01.2020 Fed		5,637.81
		PR Batch 00022.01.2020 Federal Income Tax	PR Batch 00022.01.2020 Fed		1,396.26
		PR Batch 00022.01.2020 Federal Income Tax	PR Batch 00022.01.2020 Fed		820.50
		PR Batch 00022.01.2020 Federal Income Tax	PR Batch 00022.01.2020 Fed		3,165.82
		PR Batch 00022.01.2020 Medicare Employee Pc	PR Batch 00022.01.2020 Mec		546.04
		PR Batch 00022.01.2020 Medicare Employee Pc	PR Batch 00022.01.2020 Mec		733.82
		PR Batch 00022.01.2020 Medicare Employee Pc	PR Batch 00022.01.2020 Mec		163.12
		PR Batch 00022.01.2020 Medicare Employee Pc	PR Batch 00022.01.2020 Mec		89.70
		PR Batch 00022.01.2020 Medicare Employee Pc	PR Batch 00022.01.2020 Mec		413.71
		PR Batch 00022.01.2020 Medicare Employer Po	PR Batch 00022.01.2020 Mec		546.04
		PR Batch 00022.01.2020 Medicare Employer Po	PR Batch 00022.01.2020 Mec		733.82
		PR Batch 00022.01.2020 Medicare Employer Po	PR Batch 00022.01.2020 Mec		163.12
		PR Batch 00022.01.2020 Medicare Employer Po	PR Batch 00022.01.2020 Mec		89.70
		PR Batch 00022.01.2020 Medicare Employer Po	PR Batch 00022.01.2020 Mec		413.71
			Total for this ACH Check for Vendor PR*FEDTX:	0.00	19,561.90
ACH	PR*FTJ	FTJ Fund Choice	01/21/2020		
		PR Batch 00022.01.2020 Deferred Comp. Match	PR Batch 00022.01.2020 Defi		716.04
		PR Batch 00022.01.2020 Deferred Comp. Match	PR Batch 00022.01.2020 Defi		979.62
		PR Batch 00022.01.2020 Deferred Comp. Match	PR Batch 00022.01.2020 Defi		229.48
		PR Batch 00022.01.2020 Deferred Comp. Match	PR Batch 00022.01.2020 Defi		122.04
		PR Batch 00022.01.2020 Deferred Comp. Match	PR Batch 00022.01.2020 Defi		496.38
		PR Batch 00022.01.2020 FTJ Deferred Comp	PR Batch 00022.01.2020 FTJ		4,548.24
		PR Batch 00022.01.2020 FTJ Deferred Comp	PR Batch 00022.01.2020 FTJ		5,661.38
		PR Batch 00022.01.2020 FTJ Deferred Comp	PR Batch 00022.01.2020 FTJ		1,453.49
		PR Batch 00022.01.2020 FTJ Deferred Comp	PR Batch 00022.01.2020 FTJ		766.37
		PR Batch 00022.01.2020 FTJ Deferred Comp	PR Batch 00022.01.2020 FTJ		2,453.92
		PR Batch 00022.01.2020 FTJ Pension	PR Batch 00022.01.2020 FTJ		7,522.63
		PR Batch 00022.01.2020 FTJ Pension	PR Batch 00022.01.2020 FTJ		10,066.01
		PR Batch 00022.01.2020 FTJ Pension	PR Batch 00022.01.2020 FTJ		2,248.43
		PR Batch 00022.01.2020 FTJ Pension	PR Batch 00022.01.2020 FTJ		1,236.38

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
		PR Batch 00022.01.2020 FTJ Pension	PR Batch 00022.01.2020 FTJ		5,666.15
		Total for this ACH Check for Vendor PR*FTJ:		0.00	44,166.56
ACH	PR*STERL	Sterling Health Service Administration	01/21/2020		
		PR Batch 00022.01.2020 Health Savings Acct. E	PR Batch 00022.01.2020 Hea		260.00
		PR Batch 00022.01.2020 Health Savings Acct. E	PR Batch 00022.01.2020 Hea		67.67
		PR Batch 00022.01.2020 Health Savings Acct. E	PR Batch 00022.01.2020 Hea		101.48
		PR Batch 00022.01.2020 Health Savings Acct. E	PR Batch 00022.01.2020 Hea		67.66
		PR Batch 00022.01.2020 Health Savings Acct. E	PR Batch 00022.01.2020 Hea		67.63
		PR Batch 00022.01.2020 Health Savings Acct. E	PR Batch 00022.01.2020 Hea		33.06
		PR Batch 00022.01.2020 Health Savings Acct. E	PR Batch 00022.01.2020 Hea		7.35
		PR Batch 00022.01.2020 Health Savings Acct. E	PR Batch 00022.01.2020 Hea		11.03
		PR Batch 00022.01.2020 Health Savings Acct. E	PR Batch 00022.01.2020 Hea		7.35
		PR Batch 00022.01.2020 Health Savings Acct. E	PR Batch 00022.01.2020 Hea		7.33
		Total for this ACH Check for Vendor PR*STERL:		0.00	630.56
ACH	AT7100	AT&T Data	01/23/2020		
		Clay's iPad Data Plan	December Visa Transactions		35.00
		Total for this ACH Check for Vendor AT7100:		0.00	35.00
ACH	DI7200	DirectTV	01/23/2020		
		Eng. Bldg. Satellite Service	December Visa Transactions		114.98
		Total for this ACH Check for Vendor DI7200:		0.00	114.98
ACH	UN5000	UPS	01/23/2020		
	December	Service Fees	December Visa Transactions		164.50
	December	Shipping Fee	December Visa Transactions		17.36
	December	Shipping Fee	December Visa Transactions		45.67
	December	Shipping Fees	December Visa Transactions		169.49
		Total for this ACH Check for Vendor UN5000:		0.00	397.02
ACH	WF0100	Wells Fargo VISA	01/23/2020		
		Admin. Ee Engagement Lunch	December Visa Transactions		67.27
		Holiday Party	December Visa Transactions		5,000.00
		Meeting Snacks	December Visa Transactions		165.34
		Retirement Gift for Keith Hafner	December Visa Transactions		250.00
		Adobe - Hake	December Visa Transactions		14.99
		Tockify Web Calendar	December Visa Transactions		8.08
		Kitchen Supplies	December Visa Transactions		32.99
		Office Supplies	December Visa Transactions		311.23
		USB Cable for Reeves	December Visa Transactions		4.84
		Cell Phone Storage	December Visa Transactions		0.99
		Lunch Meeting with BLM Staff	December Visa Transactions		82.84
		Tavel Expenses for Management Class - Hake	December Visa Transactions		438.62
		Adobe - Bretz	December Visa Transactions		14.99
		CAPPO Membership - Logan	December Visa Transactions		130.00
		Printer Toner	December Visa Transactions		54.79
		Travel Expenses for ACWA Conference - Beatty	December Visa Transactions		231.42
		Travel Expenses for Tax Class - Christensen	December Visa Transactions		186.59
		Replacement Batteries for UPS Backups	December Visa Transactions		641.90
		New Hard Drive for MCWDSB7 Server	December Visa Transactions		248.65
		WWTPO and WWWMS Job Listings (4)	December Visa Transactions		555.00
		January Safety Drawing	December Visa Transactions		75.00
		WW Ee Engagement Lunch	December Visa Transactions		139.50
		Conference Calls	December Visa Transactions		24.68
		Car Wash for Veh #88	December Visa Transactions		6.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
		Routine Service for Veh #88	December Visa Transactions		206.89
		Hotel, Meals, and Fuel for 3 Ees - Management	December Visa Transactions		1,083.58
		Work Boots - Walden	December Visa Transactions		172.39
		Work Clothes for Motley and Walden	December Visa Transactions		630.23
		Adobe - Motley, Bedow	December Visa Transactions		29.98
		Laptop Bag - Motley	December Visa Transactions		37.70
		Fuel for Veh 85	December Visa Transactions		75.02
		Parts for Snocat	December Visa Transactions		1,606.26
		Fall Protection Gear for Team	December Visa Transactions		661.26
		Work Boots - Van Orsdol	December Visa Transactions		93.41
		Spare Tire for Polaris Trailer	December Visa Transactions		73.71
		Polaris Maintenance	December Visa Transactions		202.57
		Travel Expenses Related to Polaris Maintenance	December Visa Transactions		30.11
		Meal - Management Training - Van Orsdol	December Visa Transactions		17.08
		Work Boots - Van Orsdol	December Visa Transactions		93.41
		Spare Tire for Polaris Trailer	December Visa Transactions		73.71
		Travel Expenses Related to Polaris Maintenance	December Visa Transactions		30.12
		Polaris Maintenance	December Visa Transactions		202.57
		Work Clothes - Baker, Gonzalez, Guarneros	December Visa Transactions		387.85
		Meal - Management Training - Van Orsdol	December Visa Transactions		17.10
		Fuel for Veh #19 - Recall to Bishop Ford	December Visa Transactions		20.00
		Safety Lights for Flat Bed Dump Truck	December Visa Transactions		575.00
		Sand Bags	December Visa Transactions		67.36
		Plasma Cutter Parts	December Visa Transactions		202.87
		Work Boots - Hannon	December Visa Transactions		226.11
		Winter Wheels (4) - Veh #52	December Visa Transactions		499.96
		Winter Wheels (6) - Veh #79	December Visa Transactions		749.94
		Hotel - Backflow Re-Cert Test - Weiland	December Visa Transactions		158.20
		Warning Stickers for Acr Flash Hazards	December Visa Transactions		12.90
		Fee for Tracker Lab Code/Log Code	December Visa Transactions		70.00
		Distilled Water for BOD Tests	December Visa Transactions		35.92
		Car Wash for Veh #88	December Visa Transactions		6.00
		Travel Expenses for 3 Ees - Management Trainir	December Visa Transactions		1,083.61
		Adobe - Sornoso, Nelson	December Visa Transactions		25.98
		Fiber Optic Connectors - WWTP	December Visa Transactions		527.35
		Travel Expenses - Management Training - Nelso	December Visa Transactions		55.53
		Veh #60 Service	December Visa Transactions		1,674.38
		Travel Expenses Related to Veh #60 Service			72.28
		Window Treatments for Tamarack #140			486.59
		DMV Physical - Suleski	December Visa Transactions		175.00
					<hr/>
			Total for this ACH Check for Vendor WF0100:	0.00	21,135.64
ACH	PR*VSP	Vision Service Plan - CA	01/27/2020		
		PR Batch 00008.01.2020 Vision Insurance Prem	PR Batch 00008.01.2020 Visi		239.00
		PR Batch 00008.01.2020 Vision Insurance Prem	PR Batch 00008.01.2020 Visi		346.25
		PR Batch 00008.01.2020 Vision Insurance Prem	PR Batch 00008.01.2020 Visi		57.61
		PR Batch 00008.01.2020 Vision Insurance Prem	PR Batch 00008.01.2020 Visi		28.43
		PR Batch 00008.01.2020 Vision Insurance Prem	PR Batch 00008.01.2020 Visi		189.11
	1-8-20	Vision Insurance Premium Adjustment	Vision Insurance Premium Ad		143.40
					<hr/>
			Total for this ACH Check for Vendor PR*VSP:	0.00	1,003.80
57121	AL3500 10633	Allen Iron Works Inc. Crane and Operator	01/02/2020 Primary Clarifier #3 M&R		705.00
					<hr/>
			Total for Check Number 57121:	0.00	705.00
57122	DO4000 736779	Do-It Center Strap Wrenches for Truck #58	01/02/2020 Strap Wrenches for Truck #58		11.63



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	736803	Shears for Truck #58	Shears for Truck #58		15.51
	737147	Supplies for Water Bar	Supplies for Water Bar		26.33
	737884	Miscellaneous Supplies	Vehicle Maintenance		98.47
			Total for Check Number 57122:	0.00	151.94
57123	FE6300	Ferguson Enterprises Inc. 1423	01/02/2020		
	1504055	R450 Data Collector Repair	R450 Data Collector Repair		1,616.25
	1510909	R450 Data Collector Modem Replacement	R450 Data Collector Modem		5,172.00
			Total for Check Number 57123:	0.00	6,788.25
57124	GR1000	Grainger Inc.	01/02/2020		
	9380286576	Boot Water Proofer	Boot Water Proofer		49.52
	9382913623	Fire Extinguishers (2)	Fire Extinguishers (2)		66.85
			Total for Check Number 57124:	0.00	116.37
57125	HI4000	High Country Lumber, Inc.	01/02/2020		
	17444	Winter Gloves	Winter Gloves		32.31
	17446	Auto Drain M&R Supplies	Auto Drain M&R Supplies		11.59
	17581	Pallet of Concrete	Pallet of Concrete		270.82
	17629	Water Bar Supplies	Water Bar Supplies		47.59
	17829	Water Bar Supplies	Water Bar Supplies		47.59
	18295	Nylon Cord	Nylon Cord		9.15
	18405	Roof Cement for Filter Building Roof Drain	Roof Cement for Filter Buildi		13.99
	18533	Metric Wrench Set for Truck #58	Metric Wrench Set for Truck #		34.47
	18612	32 Gal. Trash Can	32 Gal. Trash Can		19.38
			Total for Check Number 57125:	0.00	486.89
57126	IN8000	Inyo Crude, Inc.	01/02/2020		
	22308	Diesel Fuel	Diesel Fuel		10,855.88
			Total for Check Number 57126:	0.00	10,855.88
57127	LA1200	L'Abri H.O.A.	01/02/2020		
	#10 January	HOA Dues - #10	HOA Dues - #10		350.00
	#6 January	HOA Dues - #6	HOA Dues - #6		350.00
	#9 January	HOA Dues - #9	HOA Dues - #9		350.00
			Total for Check Number 57127:	0.00	1,050.00
57128	MM1000	Mountain Meadows HOA	01/02/2020		
	January	HOA Dues	HOA Dues		450.00
			Total for Check Number 57128:	0.00	450.00
57129	PR*SNWCK	Snowcreek Athletic Club	01/02/2020		
	12-24-19	Snowcreek Dues	January Snowcreek Dues		210.44
	12-24-19	Snowcreek Dues	January Snowcreek Dues		40.04
	12-24-19	Snowcreek Dues	January Snowcreek Dues		29.74
	12-24-19	Snowcreek Dues	January Snowcreek Dues		172.71
	12-24-19	Snowcreek Dues	January Snowcreek Dues		15.07
			Total for Check Number 57129:	0.00	468.00
57130	RA2000	Raftelis Financial Consultants, Inc.	01/02/2020		
	13668	WW Cost of Service Study	Professional Services - Noven		987.50
			Total for Check Number 57130:	0.00	987.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
57131	RP1641 HET2	Steve Mahnken La Residence Condos, #7	01/02/2020 HET Rebate		400.00
			Total for Check Number 57131:	0.00	400.00
57132	RP1642 HET2	Steve Ullman Snowcreek V Condos, #783	01/02/2020 HET Rebate		400.00
			Total for Check Number 57132:	0.00	400.00
57133	RP1643 HET1	Chris Rosas Snowcreek I Condos, #9	01/02/2020 HET Rebate		142.49
			Total for Check Number 57133:	0.00	142.49
57134	RP1644 HET2	Kristin Petherbridge Aspen Creek Condos, #101	01/02/2020 HET Rebate		400.00
			Total for Check Number 57134:	0.00	400.00
57135	SH2800 7572	The Sheet November	01/02/2020 District Advertising		408.00
			Total for Check Number 57135:	0.00	408.00
57136	SO8000 121719 121719 121719 121719	Southern California Edison Electricity Electricity Electricity Electricity	01/02/2020 Electricity Electricity Electricity Electricity		3,272.71 7,373.59 3,245.56 1,306.14
			Total for Check Number 57136:	0.00	15,198.00
57137	SW6100 RLarson	SWRCB-DWOCP D2 Exam Fee - Larson	01/02/2020 D2 Exam Fee - Larson		45.00
			Total for Check Number 57137:	0.00	45.00
57138	TH1000 5056214 5056215	Thatcher Company, Inc (6) One-Ton Chlorine Cylinders (6) One-Ton Cylinder Deposit Return	01/02/2020 (6) One-Ton Chlorine Cylinde (6) One-Ton Cylinder Deposit		23,992.98 -16,087.50
			Total for Check Number 57138:	0.00	7,905.48
57139	TI4100 January	Timberline HOA HOA Dues	01/02/2020 HOA Dues		580.00
			Total for Check Number 57139:	0.00	580.00
57140	UB*00285	KEN WELLS Refund Check	01/02/2020		37.49
			Total for Check Number 57140:	0.00	37.49
57141	UB*00286	SWISS CHALET LLC Refund Check	01/02/2020		4.31
			Total for Check Number 57141:	0.00	4.31
57142	UB*00287	BORIS TSCHIPORIKOV Refund Check	01/02/2020		101.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 57142:	0.00	101.00
57143	WI3800	Wildermuth Environmental	01/02/2020		
	2019403	Well 32	Professional Services - Noven		508.50
	2019404	Laurel Pond Monitoring Wells	Professional Services - Noven		580.25
	2019405	CD-IV	Professional Services - Noven		7,896.30
			Total for Check Number 57143:	0.00	8,985.05
57144	BI4000	Bishop Ford	01/02/2020		
	FOCS162525	Veh #19	Maintenance and Repairs		727.33
			Total for Check Number 57144:	0.00	727.33
57145	FR6000	Frontier	01/02/2020		
	121619	12/16/19 - 1/15/20	Land Lines		72.47
	December19	12/16/19 - 1/15/20	Land Lines		193.40
	December19	12/16/19 - 1/15/20	Land Lines		45.21
	December19	12/16/19 - 1/15/20	Land Lines		53.13
	December19	12/16/19 - 1/15/20	Land Lines		45.21
			Total for Check Number 57145:	0.00	409.42
57146	HA3000	Hach Company	01/02/2020		
	11745783	Lab Equipment Annual Service	Lab Equipment Annual Servic		736.00
	11745783	Lab Equipment Annual Service	Lab Equipment Annual Servic		762.00
	11745783	Lab Equipment Annual Service	Lab Equipment Annual Servic		492.00
	11745783	Lab Equipment Annual Service	Lab Equipment Annual Servic		492.00
			Total for Check Number 57146:	0.00	2,482.00
57147	RH1000	Rhino Environmental Inc.	01/02/2020		
	57633	Fuel System Repairs	VOID Re-Issue of Lost Check (5694)	2,950.00	
			Total for Check Number 57147:	2,950.00	0.00
57148	AM2000	AM Conservation Group, Inc.	01/08/2020		
	IN0381713	Dish Squeegees/Shower Heads/Dye Tablets	Conservation Giveaways		787.61
			Total for Check Number 57148:	0.00	787.61
57149	AM3000	American Business Machines Co.	01/08/2020		
	491706	12/24/19 - 1/23/19	Ops Printer/Copier Maint. Ag		36.84
			Total for Check Number 57149:	0.00	36.84
57150	AM4200	Amerigas	01/08/2020		
	3100947819	GWTP 1	Propane		477.06
			Total for Check Number 57150:	0.00	477.06
57151	AM4202	Amerigas	01/08/2020		
	3100699901	District Offices	Propane		860.75
			Total for Check Number 57151:	0.00	860.75
57152	AM4203	Amerigas	01/08/2020		
	3100148470	WWTP/Lab	Propane		714.76
	3100424971	WWTP/Lab	Propane		855.76
	3100699907	WWTP/Lab	Propane		974.76

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 57152:	0.00	2,545.28
57153	BA1000	Babcock Laboratories Inc.	01/08/2020		
	BL91864	Lab Services	Lab Services		160.00
	BL91993	Lab Services	Lab Services		288.00
	BL92108	Lab Services	Lab Services		48.00
	BL92115	Lab Services	Lab Services		128.00
	BL92116	Lab Services	Lab Services		112.00
	BL92216	Lab Services	Lab Services		53.00
	BL92217	Lab Services	Lab Services		122.00
	BL92415	Lab Services	Lab Services		16.00
			Total for Check Number 57153:	0.00	927.00
57154	BI6000	Bishop Welding Supply	01/08/2020		
	00001408	Tank Rental	Tank Rental		20.83
	00001408	Tank Rental	Tank Rental		20.83
	00001408	Tank Rental	Tank Rental		20.84
	00001409	Tank Rental	Tank Rental		25.00
	00001409	Tank Rental	Tank Rental		25.00
	00001410	Tank Rental	Tank Rental		37.50
	00756154	Tank Rental	Tank Rental		126.29
			Total for Check Number 57154:	0.00	276.29
57155	CA4000	Cannon	01/08/2020		
	70929	WTP Acr Flash Study	Professional Services - Noven		5,283.71
			Total for Check Number 57155:	0.00	5,283.71
57156	CA7000	Carmichael Business Technology	01/08/2020		
	34361	SCWDSVR12 and MCWDGIS	Hard Drive Replacements		2,612.92
	34419	January	VOIP Phone Monthly Agreeen		618.23
	34451	(6) Replacement Trays for SSD Drives for MCW	(6) Replacement Trays for SS		96.91
			Total for Check Number 57156:	0.00	3,328.06
57157	CO5800	Conriquez Cleaning	01/08/2020		
	0000003	December	Janatorial Service		2,200.00
			Total for Check Number 57157:	0.00	2,200.00
57158	CU3000	Cues Inc.	01/08/2020		
	550976	TV Camera Equipment	TV Camera Equipment		3,337.29
			Total for Check Number 57158:	0.00	3,337.29
57159	DE8000	Dewey Pest Control	01/08/2020		
	13178139	January	Pest Control Services		190.00
			Total for Check Number 57159:	0.00	190.00
57160	DO4000	Do-It Center	01/08/2020		
	738108	Mouse Traps	Mouse Traps		21.29
	738134	Backflow Test Bench	Backflow Test Bench		21.60
	738279	Rubber Straps	Rubber Straps		15.79
	738311	Torch Kit	Torch Kit		58.17
	738331	Paper Towel Dispenser	Paper Towel Dispenser		19.37
	738384	Freezer Bags for Sand Bags	Freezer Bags for Sand Bags		14.51
	738559	Operating Supplies	Operating Supplies		14.51
	738851	Operating Supplies	Operating Supplies		15.35

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	738968	Operating Supplies	Operating Supplies		21.31
	738969	Drill Bit	Drill Bit		9.20
	739409	Press Room Garage Door Repair	Press Room Garage Door Rep		19.36
			Total for Check Number 57160:	0.00	230.46
57161	FE4000 6-874-60957	FedEx Shipping Fee	01/08/2020 Shipping Fee		22.98
			Total for Check Number 57161:	0.00	22.98
57162	GO8500 0271987	Government Finance Officers Association Jeff Beatty	01/08/2020 Membership Renewal		160.00
			Total for Check Number 57162:	0.00	160.00
57163	GR1000 9370604198 9382913615 9389905671 9398702622	Grainger Inc. Windshield Washer Fluid Fire Extinguishers Tool Backpack First Aid Supplies	01/08/2020 Warehouse Inventory Fire Extinguishers Tool Backpack First Aid Supplies		66.04 234.17 73.19 28.24
			Total for Check Number 57163:	0.00	401.64
57164	IN4000 164121	Infosend, Inc. December	01/08/2020 UB Statement Processing		1,765.78
			Total for Check Number 57164:	0.00	1,765.78
57165	IN6000 2004	In-Situ, Inc. 12/31/19 - 12/31/20	01/08/2020 HydroVu Annual Well Monitc		2,851.07
			Total for Check Number 57165:	0.00	2,851.07
57166	KA4000 1-20	Kadesh & Associates, LLC December	01/08/2020 Professional Services		9,000.00
			Total for Check Number 57166:	0.00	9,000.00
57167	MA3000 992640	Mammoth Disposal December	01/08/2020 Trash Disposal Services		1,350.00
			Total for Check Number 57167:	0.00	1,350.00
57168	MC5000 24537053 24900376 24928810	McMaster-Carr Supply Co. Gasoline Hose Nozzle Shackles (2) and Rope Clamps (10) Aluminum Tubing	01/08/2020 Gasoline Hose Nozzle Shackles (2) and Rope Clamp Aluminum Tubing		106.96 75.43 51.33
			Total for Check Number 57168:	0.00	233.72
57169	PR*ACHBA 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20	ACWA - Joint Powers Ins Authority Staff Dental Insurance Premium Staff Dental Insurance Premium Staff Dental Insurance Premium Staff Dental Insurance Premium Staff Dental Insurance Premium Staff Life Insurance Premium Staff Life Insurance Premium Staff Life Insurance Premium Staff Life Insurance Premium Staff Life Insurance Premium	01/08/2020 Staff Health Insurance Premiu Staff Health Insurance Premiu Staff Health Insurance Premiu Staff Health Insurance Premiu Staff Health Insurance Premiu Staff Health Insurance Premiu Staff Health Insurance Premiu Staff Health Insurance Premiu Staff Health Insurance Premiu Staff Health Insurance Premiu		1,055.52 1,685.29 221.32 107.94 1,030.33 656.02 564.92 90.67 51.48 336.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
1-8-20		Staff Medical Insurance Premium	Staff Health Insurance Premiu		16,149.74
1-8-20		Staff Medical Insurance Premium	Staff Health Insurance Premiu		24,437.89
1-8-20		Staff Medical Insurance Premium	Staff Health Insurance Premiu		3,235.38
1-8-20		Staff Medical Insurance Premium	Staff Health Insurance Premiu		1,535.63
1-8-20		Staff Medical Insurance Premium	Staff Health Insurance Premiu		13,683.57
12-19-19		Board Dental Insurance Premium	Board Health Insurance Premi		586.62
12-19-19		Board Life Insurance Premium	Board Health Insurance Premi		25.92
12-19-19		Board Medical Insurance Premium	Board Health Insurance Premi		8,111.36
12-19-19		Board Dental Insurance Premium	Board Health Insurance Premi		94.11
12-19-19		Board Life Insurance Premium	Board Health Insurance Premi		9.73
12-19-19		Board Medical Insurance Premium	Board Health Insurance Premi		1,630.43
12-24-19		Staff Health Insurance Premium w/Adjustment	Staff Health Insurance Premiu		740.14
Total for Check Number 57169:				0.00	76,040.01
57170	PR*ACJPI	ACWA / JPIA	01/08/2020		
10-16-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		356.61
10-16-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		1,503.22
10-16-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		386.74
10-16-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		274.84
10-16-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		834.20
10-2-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		367.15
10-2-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		1,330.68
10-2-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		351.96
10-2-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		360.57
10-2-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		813.76
10-23-19		Board Worker's Comp Premium	Board Worker's Comp Premiun		10.22
10-30-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		371.16
10-30-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		1,450.33
10-30-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		349.21
10-30-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		232.91
10-30-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		875.10
11-13-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		381.44
11-13-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		1,402.78
11-13-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		367.92
11-13-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		244.90
11-13-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		859.92
11-21-19		Board Worker's Comp Premium	Board Worker's Comp Premiun		9.49
11-27-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		501.32
11-27-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		1,470.97
11-27-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		398.44
11-27-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		195.81
11-27-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		906.15
12-11-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		326.40
12-11-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		1,475.64
12-11-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		341.23
12-11-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		197.26
12-11-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		936.82
12-19-19		Board Worker's Comp Premium	Board Worker's Comp Premiun		8.76
12-24-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		414.18
12-24-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		1,582.47
12-24-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		342.95
12-24-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		195.55
12-24-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		970.92
12-24-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		24.07
12-24-19		Staff Worker's Comp Premium	Staff Worker's Comp Premiun		38.21
12-24-19		Staff Workers Comp Insurance Premium w/Adju	Staff Workers Comp Insuranc		-0.11
Total for Check Number 57170:				0.00	23,462.15

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
57171	PR*IUOE	Int'l Union of Op. Engineers	01/08/2020		
	1-8-20	Union Dues	Union Dues		66.00
	1-8-20	Union Dues	Union Dues		206.83
	1-8-20	Union Dues	Union Dues		4.36
	1-8-20	Union Dues	Union Dues		140.81
					<hr/>
Total for Check Number 57171:				0.00	418.00
57172	PR*STAND	Standard Insurance Company	01/08/2020		
	12-11-19	Staff Long Term Disb.	Staff Disability Insurance Prei		212.19
	12-11-19	Staff Long Term Disb.	Staff Disability Insurance Prei		288.75
	12-11-19	Staff Long Term Disb.	Staff Disability Insurance Prei		59.88
	12-11-19	Staff Long Term Disb.	Staff Disability Insurance Prei		34.66
	12-11-19	Staff Long Term Disb.	Staff Disability Insurance Prei		186.52
	12-11-19	Staff Shrt Term Disb	Staff Disability Insurance Prei		28.28
	12-11-19	Staff Shrt Term Disb	Staff Disability Insurance Prei		38.46
	12-11-19	Staff Shrt Term Disb	Staff Disability Insurance Prei		7.97
	12-11-19	Staff Standard Shrt Term Disb	Staff Disability Insurance Prei		4.61
	12-11-19	Staff Shrt Term Disb	Staff Disability Insurance Prei		24.92
	12-24-19	Staff Long Term Disb.	Disability Insurance Premium		242.98
	12-24-19	Staff Long Term Disb.	Disability Insurance Premium		305.72
	12-24-19	Staff Long Term Disb.	Disability Insurance Premium		60.47
	12-24-19	Staff Long Term Disb.	Disability Insurance Premium		34.55
	12-24-19	Staff Long Term Disb.	Disability Insurance Premium		191.51
	12-24-19	Staff Long Term Disb.	Disability Insurance Premium		4.26
	12-24-19	Staff Shrt Term Disb	Disability Insurance Premium		32.39
	12-24-19	Staff Shrt Term Disb	Disability Insurance Premium		40.85
	12-24-19	Staff Shrt Term Disb	Disability Insurance Premium		8.10
	12-24-19	Staff Shrt Term Disb	Disability Insurance Premium		4.57
	12-24-19	Staff Shrt Term Disb	Disability Insurance Premium		25.44
	12-24-19	Staff Shrt Term Disb	Disability Insurance Premium		0.57
	12-24-19	Staff Long Term Disb.	Staff Disability Insurance Prei		1.06
	12-24-19	Staff Shrt Term Disb	Staff Disability Insurance Prei		0.14
	12-24-19	Staff Workers Comp Adjustment	Staff Workers Comp Insuranc		0.02
					<hr/>
Total for Check Number 57172:				0.00	1,838.87
57173	PU6300	Purcell Tire	01/08/2020		
	26130943	Veh #70	Tires		693.98
	26130943	Veh #63	Tires		392.56
					<hr/>
Total for Check Number 57173:				0.00	1,086.54
57174	RP*902	St Moritz Villas HOA	01/08/2020		
	HET1	St. Moritz #4	HET Rebate		169.67
					<hr/>
Total for Check Number 57174:				0.00	169.67
57175	RP1148	Jody Cohan-French	01/08/2020		
	HET1	Snowcreek V #883	HET Rebate		200.00
					<hr/>
Total for Check Number 57175:				0.00	200.00
57176	RP1448	Judith Ashman-Gerst	01/08/2020		
		Snowcreek IV #524	HET Rebate		100.00
					<hr/>
Total for Check Number 57176:				0.00	100.00
57177	RP1645	Kendall Nichols	01/08/2020		
	HET 3	Snowflower #20	HET Rebate		500.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 57177:	0.00	500.00
57178	RP1646 HET1	Robert L. Roebuck St. Anton #35	01/08/2020 HET Rebate		200.00
			Total for Check Number 57178:	0.00	200.00
57179	RP1647 HET2	Bill Weil Horizons 4 #184	01/08/2020 HET Rebate		400.00
			Total for Check Number 57179:	0.00	400.00
57180	RP1648 HET2	Wei Chen Chamonix #54	01/08/2020 HET Rebate		362.14
			Total for Check Number 57180:	0.00	362.14
57181	SA3800 81747661	Safety-Kleen Systems, Inc. Parts Washer Solvent	01/08/2020 Parts Washer Solvent		181.46
			Total for Check Number 57181:	0.00	181.46
57182	SI3300 29126 29126 29126 29126 29126 29165 29165 29165 29165 29165	Sierra Employment Services, Inc. Week Ending 12/22/19 Week Ending 12/22/19 Week Ending 12/22/19 Week Ending 12/22/19 Week Ending 12/22/19 Week Ending 1-5-20 Week Ending 1-5-20 Week Ending 1-5-20 Week Ending 1-5-20 Week Ending 1-5-20	01/08/2020 Temp. Services Temp. Services Temp. Services Temp. Services Temp. Services Temp Services Temp Services Temp Services Temp Services Temp Services		2,895.20 1,420.98 2,134.42 1,420.98 919.80 2,605.68 1,435.23 1,976.27 1,435.23 848.61
			Total for Check Number 57182:	0.00	17,092.40
57183	SI3900 3063-4	Sierra Wave Media December	01/08/2020 District Advertising		199.00
			Total for Check Number 57183:	0.00	199.00
57184	SO8002 December20 December20(2)	Southern California Edison 117 Lake Manor Place, #11 140 Sierra Park Rd.	01/08/2020 Electricity Electricity		356.21 403.04
			Total for Check Number 57184:	0.00	759.25
57185	ST3000 433797 981414 981889 982098 982231 982262 982262 982343 982415 983100	Steves Auto & Truck Parts Oil Dry 15/40 Delo Toggle Switch Core Deposit Refund Wheel Cast Veh # 9 - Headlights 15/40 Delo Veh # 70 Transmission Filter Veh #s 79 and 52	01/08/2020 Oil Dry Warehouse Inventory Toggle Switch Core Deposit Refund Wheel Cast Vehicle Maintenance Vehicle Maintenance Transmission Filter Kit and O Transmission Filter Air/Oil Filters and Oil		69.63 125.81 10.55 -19.40 32.96 53.86 96.91 142.96 11.77 233.29
			Total for Check Number 57185:	0.00	758.34



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
57186	SW6100 RMotley	SWRCB-DWOCP Rob Motley	01/08/2020 WW Grade 3 Exam		295.00
			Total for Check Number 57186:	0.00	295.00
57187	TA1000 January	Tamarack HOA January	01/08/2020 HOA Dues		475.00
			Total for Check Number 57187:	0.00	475.00
57188	UB*00288	KATHRYN KNOTT Refund Check	01/08/2020		46.47
			Total for Check Number 57188:	0.00	46.47
57189	UB*00289	ARNOLD J. GLASSMAN Refund Check	01/08/2020		975.60
			Total for Check Number 57189:	0.00	975.60
57190	US1500 101792	USA Blue Book Operating Supplies	01/08/2020 Operating Supplies		314.72
			Total for Check Number 57190:	0.00	314.72
57191	US4000 90779801	US Geological Survey 7/1/19 - 9/30/19	01/08/2020 Quarterly Well Monitoring		28,191.98
			Total for Check Number 57191:	0.00	28,191.98
57192	VE6150 9844688869 9844688869 9844688869 9844688869 9844688869 9844688869 9844688869	Verizon Wireless 12/22/19 - 1/21/20 12/22/19 - 1/21/20 12/22/19 - 1/21/20 12/22/19 - 1/21/20 12/22/19 - 1/21/20 12/22/19 - 1/21/20 12/22/19 - 1/21/20	01/08/2020 iPad Data Plans iPad Data Plans iPad Data Plans iPad Data Plans iPad Data Plans iPad Data Plans		42.89 42.89 85.76 64.33 21.44 64.33 21.44
			Total for Check Number 57192:	0.00	343.08
57193	WE5500 18141256 58140135 58140135 58141656 CM58140135	Western Nevada Supply Steel Lit and Traffic-Rated Top Box Steel Lid and Traffic-Rated Top Box Steel Lid and Traffic-Rated Top Box Tamarack Lift Station Rehab Credit for Returned Merchandise	01/08/2020 Steel Lit and Traffic-Rated To Steel Lid and Traffic-Rated Tc Steel Lid and Traffic-Rated Tc Pipe Stands (2) Credit for Returned Merchand		759.54 441.80 317.74 237.05 -759.54
			Total for Check Number 57193:	0.00	996.59
57194	AM2000 IN0315386	AM Conservation Group, Inc. Shower Heads (60)	01/15/2020 Shower Heads (60)		398.06
			Total for Check Number 57194:	0.00	398.06
57195	AQ6000 39777 (2)	Aqua Ben Corporation Re-Issue Due to Check Fraud	01/15/2020 1 Pallet Polymer for Belt Pres		7,419.67
			Total for Check Number 57195:	0.00	7,419.67
57196	BA7200 010920	Bartkiewicz, Kronick & Shanahan General	01/15/2020 Legal Services - December		5,925.30

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	010920	Well 32	Legal Services - December		150.00
	010920	ORMAT	Legal Services - December		1,050.00
			Total for Check Number 57196:	0.00	7,125.30
57197	BO6000	Borges & Mahoney Inc. AAB2693 BACK W2T9971	01/15/2020 AAB2693 BACK W2T9971		84.49
			Total for Check Number 57197:	0.00	84.49
57198	CA41000 44-014677	California Dept. of Tax and Fee Administra 2019	01/15/2020 Underground Storage Tank M		424.66
			Total for Check Number 57198:	0.00	424.66
57199	CA4700 140085/1 140107/1	California Surveying & Drafting Supply Inc RTX Correction and Terra Flex Annual Agreeeme Trimble GPS Device Warranty Renewals	01/15/2020 RTX Correction and Terra Fle Trimble GPS Device Warranty		2,050.00 498.75
			Total for Check Number 57199:	0.00	2,548.75
57200	CB1000 9400012019C	California Broadband Cooperative January	01/15/2020 District Internet Service		1,050.00
			Total for Check Number 57200:	0.00	1,050.00
57201	CR3200	Creative Image Embroidery Shirt Embroidery and Patch Application	01/15/2020 Shirt Embroidery and Patch A		34.48
			Total for Check Number 57201:	0.00	34.48
57202	DE5000 10365860555	Dell Marketing L.P. MCWDSVR12 Replacement	01/15/2020 MCWDSVR12 Replacement		6,435.02
			Total for Check Number 57202:	0.00	6,435.02
57203	DH1000 1 2019-1217	D&H Water Systems CL2 Maintenance Kits	01/15/2020 CL2 Maintenance Kits		1,090.26
			Total for Check Number 57203:	0.00	1,090.26
57204	DO4000 739975	Do-It Center TV Van Bolts	01/15/2020 TV Van Bolts		5.82
			Total for Check Number 57204:	0.00	5.82
57205	HO7300	Horizon California Publications Inyo Register, Mammoth Times, Web	01/15/2020 W/WW Maint. Superintenden		310.03
			Total for Check Number 57205:	0.00	310.03
57206	IN4000 165111	Infosend, Inc. December	01/15/2020 UB eBill Processing		423.31
			Total for Check Number 57206:	0.00	423.31
57207	MA3000 993530 993653	Mammoth Disposal December December	01/15/2020 Recycling Services Recycling Services		126.00 120.00
			Total for Check Number 57207:	0.00	246.00
57208	MC5000	McMaster-Carr Supply Co.	01/15/2020		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	26897026	Building M & R	Building M & R		27.00
			Total for Check Number 57208:	0.00	27.00
57209	MI6000	Mission Uniform & Linen	01/15/2020		
	123119	Linen/Uniform Service	Linen/Uniform Service		885.24
	123119	Linen/Uniform Service	Linen/Uniform Service		89.16
	123119	Linen/Uniform Service	Linen/Uniform Service		50.44
	123119	Linen/Uniform Service	Linen/Uniform Service		25.22
	123119	Linen/Uniform Service	Linen/Uniform Service		25.22
	123119	Linen/Uniform Service	Linen/Uniform Service		66.46
	123119	Linen/Uniform Service	Linen/Uniform Service		168.27
			Total for Check Number 57209:	0.00	1,310.01
57210	RP1473	Edelweiss Lodge	01/15/2020		
	HET11	Units 1,2,3,4,5,6,7,8(2),9,10	HET Rebate		2,200.00
			Total for Check Number 57210:	0.00	2,200.00
57211	RP1649	Adrienne Hunter	01/15/2020		
	HET2	Sierra Park Villas, #2	HET Rebate		400.00
			Total for Check Number 57211:	0.00	400.00
57212	RP1650	Keith Clardy	01/15/2020		
	HET3	Seasons 4, #156	HET Rebate		500.00
			Total for Check Number 57212:	0.00	500.00
57213	RP1651	Vladimir Dopakov	01/15/2020		
	HET1	Ski Trail MHP, #19	HET Rebate		159.49
			Total for Check Number 57213:	0.00	159.49
57214	RP1652	Mikhail Fridman	01/15/2020		
	HET2	Ski Trail MHP, #84	HET Rebate		200.00
			Total for Check Number 57214:	0.00	200.00
57215	RP1653	Werner Launspach	01/15/2020		
	HET1	182 Valley Vista Drive	HET Rebate		200.00
			Total for Check Number 57215:	0.00	200.00
57216	RP1654	Jason Blakey	01/15/2020		
	HET1	207 Joaquin Road	HET Rebate		200.00
			Total for Check Number 57216:	0.00	200.00
57217	RP1655	Teruko Lee	01/15/2020		
	HET1	Villa De Los Pinos, #41	HET Rebate		200.00
			Total for Check Number 57217:	0.00	200.00
57218	RP1656	Catherine Reid	01/15/2020		
	HET3	Snowcreek V, #894	HET Rebate		384.98
			Total for Check Number 57218:	0.00	384.98
57219	RP1657	Kristina Roberts	01/15/2020		
	HET2	Sierra Holiday Park, #45	HET Rebate		400.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 57219:	0.00	400.00
57220	SH2800 7669	The Sheet District Advertising	01/15/2020 District Advertising		90.00
			Total for Check Number 57220:	0.00	90.00
57221	SU5000 2009C 2011R	Superior Tank Solutions Tank 5 Rehab Tank 5 Rehab	01/15/2020 Labor, Parts, & Equipment Final Billing Retention		192,623.90 12,318.85
			Total for Check Number 57221:	0.00	204,942.75
57222	TE2000 052944	Technique Data Systems Canon CR-120 Check Scanner	01/15/2020 Canon CR-120 Check Scanne		860.62
			Total for Check Number 57222:	0.00	860.62
57223	UB*00290	RYAN BUTTS Refund Check	01/15/2020		330.80
			Total for Check Number 57223:	0.00	330.80
57224	UB*00291	STEVEN GUMINS Refund Check	01/15/2020		538.20
			Total for Check Number 57224:	0.00	538.20
57225	UB*00292	JONELLE FLYNN Refund Check	01/15/2020		3.39
			Total for Check Number 57225:	0.00	3.39
57226	VE6151 9845533394	Verizon Wireless 12/4/19 - 1/3/20	01/15/2020 Data Collector Land Lines		120.08
			Total for Check Number 57226:	0.00	120.08
57227	WE5500 18163800 58150719 58159808	Western Nevada Supply Stiffeners (12) and Couplings (200) Manhole Frame And Covers For Wastewater Col Manhole Frame And Covers For Wastewater Col	01/15/2020 Warehouse Inventory Manhole Frame And Covers F Manhole Frame And Covers F		705.37 5,453.66 270.66
			Total for Check Number 57227:	0.00	6,429.69
57228	WI3000 88928	Wienhoff Drug Testing Pre-Employment Drug Screening	01/15/2020 Pre-Employment Drug Screen		70.00
			Total for Check Number 57228:	0.00	70.00
57229	AA1100 O-12252	Albourn and Associates Chinese, Korean, Spanish, Tagalog, Vietnamese	01/22/2020 Translation of Shutoff Policy ;		481.28
			Total for Check Number 57229:	0.00	481.28
57230	AM2000 SO0329099	AM Conservation Group, Inc. Aerators (250)	01/22/2020 Aerators (250)		196.56
			Total for Check Number 57230:	0.00	196.56
57231	AM4203 3101040416	Amerigas WWTP/Lab	01/22/2020 Propane		717.59

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 57231:	0.00	717.59
57232	AT7400	AT&T Mobility	01/22/2020		
	15886384	December	District Cell Phones		120.29
	15886384	December	District Cell Phones		54.81
	15886384	December	District Cell Phones		77.39
			Total for Check Number 57232:	0.00	252.49
57233	BI6000	Bishop Welding Supply	01/22/2020		
	00001228	Tank Rental	Tank Rental		20.83
	00001228	Tank Rental	Tank Rental		20.83
	00001228	Tank Rental	Tank Rental		20.84
	00001229	Tank Rental	Tank Rental		25.00
	00001229	Tank Rental	Tank Rental		25.00
	00001230	Tank Rental	Tank Rental		37.50
			Total for Check Number 57233:	0.00	150.00
57234	CC1000	Coast Criminal and Civil	01/22/2020		
	1056	Personnel Matter	Professional Services		8,411.25
			Total for Check Number 57234:	0.00	8,411.25
57235	CU3000	Cues Inc.	01/22/2020		
	552278	Power Cord for CCTV	Power Cord for CCTV		783.52
			Total for Check Number 57235:	0.00	783.52
57236	GR1000	Grainger Inc.	01/22/2020		
	9404819097	Disposable Respirator	Warehouse Inventory		169.12
	9404819105	Disposable Half Mask Respirator	Warehouse Inventory		26.36
	9405882995	Hand Drum Pump Pistons (4)	Operating Tools/Supplies		221.88
	9405882995	Sanitizer, Blue Paper Towel Rolls (48), Anti-Sei	Operating Tools/Supplies		826.41
	9405883001	Operating Supplies for Dept. 255	Operating Supplies for Dept. 255		617.16
	9406200148	Traffic Cones (30)	Operating Tools/Supplies		447.06
	9406200148	Disposable Gloves (40 boxes) and Safety Glasses	Operating Tools/Supplies		1,208.53
			Total for Check Number 57236:	0.00	3,516.52
57237	HI4000	High Country Lumber, Inc.	01/22/2020		
	21044	50 lbs. Quikcrete	50 lbs. Quikcrete		45.84
	21046	Spark Torch Lighter Cards (3)	Spark Torch Lighter Cards (3)		25.83
			Total for Check Number 57237:	0.00	71.67
57238	HU2000	Huber Technology, Inc.	01/22/2020		
	CD10019269	Grit Trap M & R	Grit Trap M & R		985.04
			Total for Check Number 57238:	0.00	985.04
57239	MA4300	Southern Mono Healthcare District	01/22/2020		
	210009568	Julie Burkhardt	Pre-Employment and DMV P		184.50
	210009568	Keith Weiland	Pre-Employment and DMV P		124.20
			Total for Check Number 57239:	0.00	308.70
57240	ML1500	Mammoth Lakes Tourism	01/22/2020		
	2276	Visitors Guide Ad	Visitors Guide Ad		1,600.00
			Total for Check Number 57240:	0.00	1,600.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
57241	MO6400 1219	Mono County Public Works December	01/22/2020 Sludge Disposal		17,378.46
Total for Check Number 57241:				0.00	17,378.46
57242	PR*SNWCK 1-22-20 1-22-20 1-22-20 1-22-20	Snowcreek Athletic Club Snowcreek Dues Snowcreek Dues Snowcreek Dues Snowcreek Dues	01/22/2020 Snowcreek Dues Snowcreek Dues Snowcreek Dues Snowcreek Dues		210.45 54.98 29.78 172.79
Total for Check Number 57242:				0.00	468.00
57243	RH1000 57633	Rhino Environmental Inc. Lost Check Re-Issue	01/22/2020 Fuel System Repairs		2,950.00
Total for Check Number 57243:				0.00	2,950.00
57244	SH6000 6944	Shred Pro, Inc. Document Shredding Services	01/22/2020 Document Shredding Services		60.00
Total for Check Number 57244:				0.00	60.00
57245	ST3000 983208 983210	Steves Auto & Truck Parts Hydraulic Filter Hydraulic Filter	01/22/2020 Hydraulic Filter Hydraulic Filter		30.16 30.16
Total for Check Number 57245:				0.00	60.32
57246	SW6300 SW-0185015	SWRCB - Permit Fees Facility ID 6B26I000616	01/22/2020 Annual Permit Fee		1,400.00
Total for Check Number 57246:				0.00	1,400.00
57247	UB*00293	ELOISE FERNANDEZ Refund Check	01/22/2020		80.19
Total for Check Number 57247:				0.00	80.19
57248	UB*00294	GREG JENNISON Refund Check	01/22/2020		37.02
Total for Check Number 57248:				0.00	37.02
57249	UB*00295	ROBERT PROVOST Refund Check	01/22/2020		22.82
Total for Check Number 57249:				0.00	22.82
57250	UB*00296	KARIN CLARKE Refund Check	01/22/2020		13.75
Total for Check Number 57250:				0.00	13.75
57251	UB*00297	ARTHUR BARRERAZ Refund Check	01/22/2020		3.18
Total for Check Number 57251:				0.00	3.18
57252	UB*00298	ERACLEO MARTINEZ Refund Check	01/22/2020		158.23

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 57252:	0.00	158.23
57253	UB*00299	NICK BARRICK Refund Check	01/22/2020		11.05
			Total for Check Number 57253:	0.00	11.05
57254	UB*00300	ERACELEO MARTINEZ Refund Check	01/22/2020		118.14
			Total for Check Number 57254:	0.00	118.14
57255	UB*00301	EILEEN M. RAINS Refund Check	01/22/2020		36.00
			Total for Check Number 57255:	0.00	36.00
57256	WA7900 10273	Water Works Engineers LMTP Improvements	01/22/2020 Professional Services - Decen		5,147.86
			Total for Check Number 57256:	0.00	5,147.86
57257	WE5500 58159808-1	Western Nevada Supply G5 CI Lid Marked Sewer	01/22/2020 G5 CI Lid Marked Sewer		31.69
			Total for Check Number 57257:	0.00	31.69
57258	AM4200 3101825182	Amerigas Plant 1	01/29/2020 Propane		496.02
			Total for Check Number 57258:	0.00	496.02
57259	AM4202 3101541807	Amerigas District Offices	01/29/2020 Propane		897.81
			Total for Check Number 57259:	0.00	897.81
57260	AM4203 3101775980	Amerigas WWTP/Lab	01/29/2020 Propane		641.63
			Total for Check Number 57260:	0.00	641.63
57261	BA1000 CA01106 CA01654 CA01700	Babcock Laboratories Inc. Lab Services Lab Services Lab Services	01/29/2020 Lab Services Lab Services Lab Services		528.00 191.00 288.00
			Total for Check Number 57261:	0.00	1,007.00
57262	CA7000 34557 34729 MSP34574	Carmichael Business Technology February February February	01/29/2020 Monthly Cloud Backups Monthly VOIP Phone Service Monthly IT Maintenance Agr		250.00 601.72 2,500.00
			Total for Check Number 57262:	0.00	3,351.72
57263	CC1100 5120	City Clerks Association of California January - June 2020	01/29/2020 Membership Renewal		85.00
			Total for Check Number 57263:	0.00	85.00
57264	DO4000	Do-It Center	01/29/2020		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	58/1	Operating Supplies	Operating Supplies		7.28
	741520	Operating Supplies	Operating Supplies		10.65
					<hr/>
Total for Check Number 57264:				0.00	17.93
57265	ED1000	Education and Training Services	01/29/2020		
	Conboy	Conboy	Leadership Training		249.50
	Conboy	Conboy	Leadership Training		249.50
					<hr/>
Total for Check Number 57265:				0.00	499.00
57266	FR6000	Frontier	01/29/2020		
	011620	1/16/20 - 2/15/20	Land Lines		71.89
	January19	1/16/20 - 2/15/20	Land Lines		191.79
	January19	1/16/20 - 2/15/20	Land Lines		44.72
	January19	1/16/20 - 2/15/20	Land Lines		52.65
	January19	1/16/20 - 2/15/20	Land Lines		44.72
					<hr/>
Total for Check Number 57266:				0.00	405.77
57267	GR1000	Grainger Inc.	01/29/2020		
	9405701021	Disposable Gloves	Disposable Gloves		259.35
	9413345613	Coated Nylon Gloves	Coated Nylon Gloves		314.24
	9414763566	District Operating Supplies	District Operating Supplies		715.20
	9415200881	Bubble Wrap	Bubble Wrap		34.82
	9415200899	Thermaplex Grease	Thermaplex Grease		18.71
	9415351403	Lab Supplies	Lab Supplies		59.52
	9415351403	Lab Supplies	Lab Supplies		59.76
	9415351403	Lab Supplies	Lab Supplies		87.82
	9415351403	Lab Supplies	Lab Supplies		31.52
	9415351403	Lab Supplies	Lab Supplies		186.09
					<hr/>
Total for Check Number 57267:				0.00	1,767.03
57268	HA3000	Hach Company	01/29/2020		
	11784456	Lab Suplies	Lab Suplies		135.76
	11784456	Lab Suplies	Lab Suplies		177.17
	11784456	Lab Suplies	Lab Suplies		30.58
	11784456	Lab Suplies	Lab Suplies		131.67
	11784456	Lab Suplies	Lab Suplies		120.49
	11784456	Lab Suplies	Lab Suplies		56.41
	11784456	Lab Suplies	Lab Suplies		49.91
	11784456	Lab Suplies	Lab Suplies		71.77
	11784456	Lab Suplies	Lab Suplies		207.96
	11784456	Lab Suplies	Lab Suplies		80.79
	11784456	Lab Suplies	Lab Suplies		17.33
					<hr/>
Total for Check Number 57268:				0.00	1,079.84
57269	HI4000	High Country Lumber, Inc.	01/29/2020		
	21703	Deck Sprayer for Chlorine Disinfection	Deck Sprayer for Chlorine Di:		29.08
					<hr/>
Total for Check Number 57269:				0.00	29.08
57270	IN4000	Infosend, Inc.	01/29/2020		
	165570	Dec. Bills	UB Statement Processing		1,765.28
					<hr/>
Total for Check Number 57270:				0.00	1,765.28
57271	LA1200	L'Abri H.O.A.	01/29/2020		
	#10 February	HOA Dues - #10	HOA Dues - #10		350.00
	#6 February	HOA Dues - #6	HOA Dues - #6		350.00



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	#9 February	HOA Dues - #9	HOA Dues - #9		350.00
			Total for Check Number 57271:	0.00	1,050.00
57272	MC5000 25869389 26996181	McMaster-Carr Supply Co. Chemical Hose and Coupling Acetal Resin Rod	01/29/2020 Chemical Hose and Coupling Acetal Resin Rod		253.56 60.16
			Total for Check Number 57272:	0.00	313.72
57273	MM1000 010620	Mountain Meadows HOA HOA Dues	01/29/2020 HOA Dues		450.00
			Total for Check Number 57273:	0.00	450.00
57274	MO6500 060-291-011-000	Mono County Tax Collector 117 Lake Manor Place	01/29/2020 MUSD Assessment/Solid Was		66.08
			Total for Check Number 57274:	0.00	66.08
57275	PR*STAND 1-22-20 1-22-20 1-22-20 1-22-20 1-22-20 1-22-20 1-22-20 1-22-20 1-22-20 1-22-20 1-22-20 1-22-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20 1-8-20	Standard Insurance Company Staff Long Term Disb. Staff Long Term Disb. Staff Long Term Disb. Staff Long Term Disb. Staff Long Term Disb. Staff Shrt Term Disb Staff Shrt Term Disb Staff Shrt Term Disb Staff Shrt Term Disb Staff Shrt Term Disb Disability Insurance Premium w/Adjustment Staff Long Term Disb. Staff Long Term Disb. Staff Long Term Disb. Staff Long Term Disb. Staff Long Term Disb. Staff Long Term Disb. Staff Shrt Term Disb Staff Shrt Term Disb Staff Shrt Term Disb Staff Shrt Term Disb Staff Shrt Term Disb Staff Shrt Term Disb	01/29/2020 Staff Disability Insurance Staff Disability Insurance Staff Disability Insurance Staff Disability Insurance Staff Disability Insurance Staff Disability Insurance Staff Disability Insurance Staff Disability Insurance Staff Disability Insurance Staff Disability Insurance Disability Insurance Premium Staff Disability Insurance Prei Staff Disability Insurance Prei Staff Disability Insurance Prei Staff Disability Insurance Prei Staff Disability Insurance Prei Staff Disability Insurance Prei Staff Disability Insurance Prei Staff Disability Insurance Prei Staff Disability Insurance Prei Staff Disability Insurance Prei Staff Disability Insurance Prei Staff Disability Insurance Prei Staff Disability Insurance Prei Staff Disability Insurance Prei		213.68 285.78 62.63 32.47 157.27 28.48 38.17 8.32 4.34 20.91 0.03 212.19 284.55 59.68 31.66 158.14 28.28 38.02 7.97 4.20 21.00
			Total for Check Number 57275:	0.00	1,697.77
57276	RI2400 80366	Rich Environmental Service January	01/29/2020 Monthly Tank Inspections		100.00
			Total for Check Number 57276:	0.00	100.00
57277	RP1658 HET1	M.J. Weiner Sherwin Villas, #46	01/29/2020 HET Rebate		139.99
			Total for Check Number 57277:	0.00	139.99
57278	RP1659 HET1	Jeff Matsumoto Chamonix, #51	01/29/2020 HET Rebate		189.00
			Total for Check Number 57278:	0.00	189.00
57279	RP1660 HET1	Tom Faulkner Summit Condos, #46	01/29/2020 HET Rebate		200.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 57279:	0.00	200.00
57280	RP1661 HET1	Don Johnson Snowcreek IV, #594	01/29/2020 HET Rebate		200.00
			Total for Check Number 57280:	0.00	200.00
57281	SI3300 29210 29210 29210 29210 29210	Sierra Employment Services, Inc. Week Ending 1/19/20 Week Ending 1/19/20 Week Ending 1/19/20 Week Ending 1/19/20 Week Ending 1/19/20	01/29/2020 Temp Services Temp Services Temp Services Temp Services Temp Services		2,895.20 1,468.57 1,588.35 1,468.57 682.21
			Total for Check Number 57281:	0.00	8,102.90
57282	SO8000 011620 011620 011620 011620 011620	Southern California Edison Electricity Electricity Electricity Electricity Electricity	01/29/2020 Electricity Electricity Electricity Electricity Electricity		1,423.93 4,511.10 8,335.94 693.73 106.34
			Total for Check Number 57282:	0.00	15,071.04
57283	TI4100 011720	Timberline HOA HOA Dues	01/29/2020 HOA Dues		580.00
			Total for Check Number 57283:	0.00	580.00
57284	US3500 BF050452AA146 BF050452AA146 BF050452AA146 BF050452AA146 BF050452AA147 BF050452AA147	USDA Forest Service MLD100048T-941 MLD100048T-935 MLD100048T-923 MLD100048T-951 MLD100048T-914 MLD100048T-343	01/29/2020 Annual Special Use Permits Annual Special Use Permits Annual Special Use Permits Annual Special Use Permits Annual Special Use Permits Annual Special Use Permits		2,335.42 8,318.08 248.45 4,561.53 1,405.01 2,168.08
			Total for Check Number 57284:	0.00	19,036.57
57285	WA7900 9969	Water Works Engineers Tank 5 Rehab	01/29/2020 Professional Services - August		9,020.83
			Total for Check Number 57285:	0.00	9,020.83
57286	WE5500 58174681 58175881	Western Nevada Supply Hydrant Parts for Distribution System Hydrant Parts for Distribution System	01/29/2020 Hydrant Parts for Distribution Hydrant Parts for Distribution		2,904.79 715.87
			Total for Check Number 57286:	0.00	3,620.66
57287	WI3800 2019444	Wildermuth Environmental CD-IV	01/29/2020 Professional Services - Decen		3,668.25
			Total for Check Number 57287:	0.00	3,668.25
57288	ZZ0234 5708	Bishop Auto Body Veh #91	01/29/2020 Collision Repairs		3,629.93
			Total for Check Number 57288:	0.00	3,629.93

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
Report Total (212 checks):				2,950.00	813,573.39

<u>Merchant Name</u>	<u>Fund GL Acct</u>	<u>Cardholder</u>	<u>Trans. Date</u>	<u>Amount</u>	<u>Description</u>
ROBERTOS	10-110-6023	M. BUSBY	12/19	67.27	Ee engagement lunch - Admin.
CONVICT	10-110-6023	S. HAKE	12/6	5,000.00	Holiday Party
STELLAR BREW	10-110-6023	S. HAKE	12/18	74.79	Meeting Snacks
VONS #2400	10-110-6023	S. HAKE	12/3	52.92	Meeting Snacks
VONS #2400	10-110-6023	S. HAKE	12/4	15.98	Meeting Snacks
VONS #1753	10-110-6023	C. MURRAY	12/23	250.00	Retirement gift for KH
DTV DIRECTV	10-110-6023	M. VENDORS	12/3	114.98	Satellite Service
HING DONUTS	10-110-6023	M. BUSBY	12/4	21.65	Snacks for staff meeting
	<b>10-110-6023</b>	<b>Total</b>		<b>5,597.59</b>	
ADOBE	10-110-6105	S. HAKE	12/27	14.99	Software Subscription
TOCKIFY	10-110-6105	J. MULBAY	12/18	8.00	Tockify Web Calendar
BORDER FEE	10-110-6105	J. MULBAY	12/18	0.08	Tockify Web Calendar Fee
	<b>10-110-6105</b>	<b>Total</b>		<b>23.07</b>	
AMAZON	10-110-6180	C. WEIBERT	12/18	32.99	Admin Kitchen Supplies
STAPLES	10-110-6180	S. HAKE	12/11	148.25	Office Supplies
STAPLES	10-110-6180	S. HAKE	12/17	66.03	Office Supplies
HP.COM STORE	10-110-6180	S. HAKE	12/2	96.95	Printer Paper
	<b>10-110-6180</b>	<b>Total</b>		<b>344.22</b>	
GOVCNCTN	10-110-6181	J. MULBAY	12/9	4.84	16ft USB Cable
	<b>10-110-6181</b>	<b>Total</b>		<b>4.84</b>	
UPS	10-110-6185	M. VENDORS	12/9	75.50	Service Fee
UPS	10-110-6185	M. VENDORS	12/16	31.00	Service Fee
UPS	10-110-6185	M. VENDORS	12/23	29.00	Service Fee
UPS	10-110-6185	M. VENDORS	12/30	29.00	Service Fee
UPS	10-110-6185	M. VENDORS	12/9	17.36	Shipping Fee
	<b>10-110-6185</b>	<b>Total</b>		<b>181.86</b>	
APPLE.COM	10-110-6210	M. BUSBY	12/19	0.99	Cell phone storage
	<b>10-110-6210</b>	<b>Total</b>		<b>0.99</b>	
WARMING HUT	10-110-6215	M. BUSBY	12/10	82.84	Lunch meeting with BLM staff
	<b>10-110-6215</b>	<b>Total</b>		<b>82.84</b>	
CHEVRON	10-110-6220	S. HAKE	12/11	59.34	Training - Fuel
FT INDEP TRAVEL	10-110-6220	S. HAKE	12/8	53.79	Training - Fuel
FT INDEP TRAVEL	10-110-6220	S. HAKE	12/11	51.40	Training - Fuel
ALABAMA HILLS	10-110-6220	S. HAKE	12/8	21.81	Training - Meal
IN N OUT	10-110-6220	S. HAKE	12/11	7.34	Training - Meal
MI CASA	10-110-6220	S. HAKE	12/9	17.07	Training - Meal
MI CASA	10-110-6220	S. HAKE	12/10	16.00	Training - Meal
NEKTER JUICE	10-110-6220	S. HAKE	12/9	11.65	Training - Meal
NEKTER JUICE	10-110-6220	S. HAKE	12/10	11.65	Training - Meal
NEKTER JUICE	10-110-6220	S. HAKE	12/11	11.65	Training - Meal
CALI PIZZA KITC	10-110-6220	S. HAKE	12/10	100.92	Training - Meal in lieu of lodging
TUSTIN BREWING	10-110-6220	S. HAKE	12/10	60.00	Training - Meal in lieu of lodging
DOUBLETREE	10-110-6220	S. HAKE	12/9	8.00	Training - Parking
DOUBLETREE	10-110-6220	S. HAKE	12/10	8.00	Training - Parking
	<b>10-110-6220</b>	<b>Total</b>		<b>438.62</b>	
ADOBE	10-120-6105	M. BRETZ	12/28	14.99	Adobe
	<b>10-120-6105</b>	<b>Total</b>		<b>14.99</b>	
CAPPO	10-120-6160	M. LOGAN	12/11	130.00	CAPPO Membership Renewal - Logan
	<b>10-120-6160</b>	<b>Total</b>		<b>130.00</b>	
AMAZON	10-120-6180	M. BRETZ	12/19	19.27	Printer Toner
AMAZON	10-120-6180	M. BRETZ	12/20	35.52	Printer Toner

<u>Merchant Name</u>	<u>Fund GL Acct</u>	<u>Cardholder</u>	<u>Trans. Date</u>	<u>Amount</u>	<u>Description</u>
	<b>10-120-6180</b>	<b>Total</b>		<b>54.79</b>	
HORTON GRAND	10-120-6220	J. BEATTY	12/5	16.18	Breakfast - ACWA Conf.
STARBUCKS	10-120-6220	H. CHRISTENSEN	12/2	6.30	Breakfast on Travel Day to Tax Class
STARBUCKS	10-120-6220	H. CHRISTENSEN	12/3	6.80	Breakfast on Class day
STARBUCKS	10-120-6220	H. CHRISTENSEN	12/4	7.25	Snack on Return Day fr. Tax Class
GAS LAMP BBQ	10-120-6220	J. BEATTY	12/4	17.96	Dinner - ACWA Conf.
MONA LISA CUCINA	10-120-6220	H. CHRISTENSEN	12/3	47.02	Dinner on Class Day
MCDONALD'S	10-120-6220	H. CHRISTENSEN	12/4	10.27	Food on Return Trip fr. Tax Class
CHEVRON	10-120-6220	J. BEATTY	12/7	41.45	Fuel - ACWA Conf.
VONS FUEL	10-120-6220	J. BEATTY	12/7	46.60	Fuel - ACWA Conf.
	76 10-120-6220	H. CHRISTENSEN	12/4	28.86	Gas for return trip fr. Tax Class
FASTRIP	10-120-6220	H. CHRISTENSEN	12/2	33.18	Gas in Mojave Travel down to tax class
FASTRIP	10-120-6220	H. CHRISTENSEN	12/4	24.11	Gas on Return Trip fr. Tax class
LONE STAR BISTRO	10-120-6220	J. BEATTY	12/3	13.23	Lunch - ACWA Conf.
ALBERTSONS	10-120-6220	H. CHRISTENSEN	12/3	4.45	Lunch on Class Day -
DON JOSE	10-120-6220	H. CHRISTENSEN	12/3	18.35	Meal on Travel Day of Tax Class
HORTON GRAND	10-120-6220	J. BEATTY	12/5	96.00	Parking - ACWA Conf.
	<b>10-120-6220</b>	<b>Total</b>		<b>418.01</b>	
BATTERY MART	10-130-6180	H. WALDEN	12/4	641.90	batteries for UPS battery Back ups.
	<b>10-130-6180</b>	<b>Total</b>		<b>641.90</b>	
DMI DELL	10-130-6181	J. MULBAY	12/31	248.65	Hard Drive for MCWDSB7 Server
	<b>10-130-6181</b>	<b>Total</b>		<b>248.65</b>	
CSDA CAREER	10-160-6190	C. WEIBERT	12/11	105.00	WWTPO 19-013
TRANSITTALENT	10-160-6190	C. WEIBERT	12/11	145.00	WWTPO 19-013
CSDA CAREER	10-160-6190	C. WEIBERT	12/9	160.00	WWWMS 19-012
TRANSITTALENT	10-160-6190	C. WEIBERT	12/9	145.00	WWWMS 19-012
	<b>10-160-6190</b>	<b>Total</b>		<b>555.00</b>	
VONS #2400	10-160-6200	C. WEIBERT	12/11	75.00	January 2020 Safety Drawing
	<b>10-160-6200</b>	<b>Total</b>		<b>75.00</b>	
CONFCALL	20-110-6210	S. HAKE	12/3	11.85	Conference Call
CONFCALL	20-110-6210	S. HAKE	12/17	12.83	Conference Call
	<b>20-110-6210</b>	<b>Total</b>		<b>24.68</b>	
BURGERS	20-150-6023	C. MURRAY	12/24	139.50	Recognition lunch for WW Staff
	<b>20-150-6023</b>	<b>Total</b>		<b>139.50</b>	
ARCO #58360	20-150-6155	C. MURRAY	12/11	6.00	Car Wash for Veh 88
PERRY MOTORS	20-150-6155	C. MURRAY	12/23	206.89	Service for vehicle 88
	<b>20-150-6155</b>	<b>Total</b>		<b>212.89</b>	
AT&T DATA	20-150-6210	M. VENDORS	12/16	35.00	Clays iPad Data Plan
	<b>20-150-6210</b>	<b>Total</b>		<b>35.00</b>	
TARGET	20-150-6220	C. MURRAY	12/11	2.60	Bottled Water
DOUBLETREE	20-150-6220	C. MURRAY	12/14	260.65	Training - Hotel for 3 Nights
DOUBLETREE	20-150-6220	C. MURRAY	12/14	260.65	Training - Hotel for 3 Nights
DOUBLETREE	20-150-6220	C. MURRAY	12/14	327.09	Training - Hotel for 3 Nights and Bkfst
SHELL OIL	20-150-6220	C. MURRAY	12/13	22.39	Training - Fuel
JCS	20-150-6220	C. MURRAY	12/11	49.69	Training - Meal for 3
2191 S HARBOR	20-150-6220	C. MURRAY	12/12	33.17	Training - Meal for 3
BBQ HOUSE	20-150-6220	C. MURRAY	12/13	50.94	Training - Meal for 3
OGGI'S	20-150-6220	C. MURRAY	12/13	34.06	Training - Meal for 3
PRIMO BURGERS	20-150-6220	C. MURRAY	12/14	12.62	Training - Meal for 3
COPPER TOP BBQ	20-150-6220	C. MURRAY	12/11	29.72	Training - Meal for 3
	<b>20-150-6220</b>	<b>Total</b>		<b>1,083.58</b>	

<u>Merchant Name</u>	<u>Fund GL Acct</u>	<u>Cardholder</u>	<u>Trans. Date</u>	<u>Amount</u>	<u>Description</u>
CARHARTT	20-170-6024	R. MOTLEY	12/24	382.44	new shirts and pants
CARHARTT	20-170-6024	H. WALDEN	12/24	247.79	jacket and 2 pairs of work pants.
BOOTBARN	20-170-6024	H. WALDEN	12/25	172.39	Steel toe work boots.
	<b>20-170-6024 Total</b>			<b>802.62</b>	
ADOBE	20-170-6105	R. MOTLEY	12/13	14.99	Adobe
ADOBE	20-170-6105	K. BEDOW	12/28	14.99	Editing subscription
	<b>20-170-6105 Total</b>			<b>29.98</b>	
SAMSONITE	20-170-6120	R. MOTLEY	12/19	37.70	new laptop bag
	<b>20-170-6120 Total</b>			<b>37.70</b>	
SHELL OIL	20-170-6125	R. MOTLEY	12/2	75.02	gas for truck 85
	<b>20-170-6125 Total</b>			<b>75.02</b>	
TUCKER SNO-CAT	20-170-6155	R. MOTLEY	12/2	851.26	break parts for snocat
SUMMIT RACING	20-170-6155	R. MOTLEY	12/3	106.54	parts for snocat
TUCKER SNO-CAT	20-170-6155	R. MOTLEY	12/6	747.39	parts for snocat
TUCKER SNO-CAT	20-170-6155	R. MOTLEY	12/18	(98.93)	refund for shipping
	<b>20-170-6155 Total</b>			<b>1,606.26</b>	
UPS	20-170-6185	M. VENDORS	12/16	45.67	Shipping Fee
	<b>20-170-6185 Total</b>			<b>45.67</b>	
HARNESSLAND	20-170-6200	R. MOTLEY	12/18	661.26	new fall protection gear for team
	<b>20-170-6200 Total</b>			<b>661.26</b>	
MMTH MNTRING	20-220-6024	G. VANORSOL	12/11	93.41	Work boots
	<b>20-220-6024 Total</b>			<b>93.41</b>	
TIRES PLUS	20-220-6120	G. VANORSOL	12/18	73.71	Spare tire for utility trailer
	<b>20-220-6120 Total</b>			<b>73.71</b>	
US SUBMARINE BASE	20-220-6155	G. VANORSOL	12/18	5.11	Lunch while traveling for vehicle maint.
CHEVRON	20-220-6155	G. VANORSOL	12/18	25.00	Gasoline for travel for vehicle maint.
MICHAEL'S CYCLE	20-220-6155	G. VANORSOL	12/18	202.57	Maintenance for Polaris Ranger
	<b>20-220-6155 Total</b>			<b>232.68</b>	
JCS	20-220-6220	G. VANORSOL	12/12	8.56	Dinner while at mgmnt training
OGGI'S	20-220-6220	G. VANORSOL	12/12	8.52	Dinner while at mgmnt training
	<b>20-220-6220 Total</b>			<b>17.08</b>	
MMTH MNTRING	20-230-6024	G. VANORSOL	12/11	93.41	Work boots
	<b>20-230-6024 Total</b>			<b>93.41</b>	
TIRES PLUS	20-230-6120	G. VANORSOL	12/18	73.71	Spare tire for utility trailer
	<b>20-230-6120 Total</b>			<b>73.71</b>	
US SUBMARINE BASE	20-230-6155	G. VANORSOL	12/18	5.12	Lunch-travel for vehicle maint.
CHEVRON	20-230-6155	G. VANORSOL	12/18	25.00	Gasoline for travel for vehicle maint.
MICHAEL'S CYCLE	20-230-6155	G. VANORSOL	12/18	202.57	Maintenance for Polaris Ranger
	<b>20-230-6155 Total</b>			<b>232.69</b>	
JCS	20-230-6220	G. VANORSOL	12/12	8.57	Dinner while at mgmnt training
OGGI'S	20-230-6220	G. VANORSOL	12/12	8.53	Dinner while at mgmnt training
	<b>20-230-6220 Total</b>			<b>17.10</b>	
AMAZON	20-245-6024	J. BAKER	12/4	107.74	Carhart Vest for Jerry
AMAZON	20-245-6024	R. GONZALEZ	12/23	80.80	Clothing for Robert G
CARHARTT	20-245-6024	J. GUARNEROS	12/14	199.31	Clothes for jesus
	<b>20-245-6024 Total</b>			<b>387.85</b>	
SHELL OIL	20-245-6155	R. GONZALEZ	12/10	20.00	Gas-truck 19 recall to Bishop Ford
WICKED WARNINGS	20-245-6155	R. GONZALEZ	12/6	575.00	Safety lights-flat bed dump truck
	<b>20-245-6155 Total</b>			<b>595.00</b>	
AMAZON	20-245-6180	M. LOGAN	12/12	67.36	Sand Bags for barricades
NORTHERN TOOL	20-245-6180	R. GONZALEZ	12/28	202.87	Parts for plasma cutter

<u>Merchant Name</u>	<u>Fund GL Acct</u>	<u>Cardholder</u>	<u>Trans. Date</u>	<u>Amount</u>	<u>Description</u>
	<b>20-245-6180 Total</b>			<b>270.23</b>	
AMAZON	20-255-6024	M. HANNON	12/30	226.11	Work boots for MH
	<b>20-255-6024 Total</b>			<b>226.11</b>	
INYO HOSPITAL	20-255-6100	M. VENDORS	12/10	175.00	DMV Physical - Suleski
	<b>20-255-6100 Total</b>			<b>175.00</b>	
AUTORIMSHOP	20-255-6155	B. SULESKI	12/30	499.96	Winter wheels for truck 52 QTY of 4
AUTORIMSHOP	20-255-6155	B. SULESKI	12/30	749.94	Winter wheels for truck 79 QTY of 6
	<b>20-255-6155 Total</b>			<b>1,249.90</b>	
HOTELSCOM	20-255-6220	K. WEILAND	12/17	158.20	Hotel-back flow recertification test
	<b>20-255-6220 Total</b>			<b>158.20</b>	
AMAZON	22-000-1410	J. PEDERSEN	12/13	12.90	Warning Stickers-Arc Flash Hazards
	<b>22-000-1410 Total</b>			<b>12.90</b>	
PAYPAL	30-140-6100	R. MEDHURST	12/17	70.00	Fee for Tracker Lab Code/Log Code
	<b>30-140-6100 Total</b>			<b>70.00</b>	
VONS #2400	30-140-6180	R. MEDHURST	12/11	35.92	Distilled water for BOD tests
	<b>30-140-6180 Total</b>			<b>35.92</b>	
UPS	30-140-6185	M. VENDORS	12/9	122.86	Shipping Fee
UPS	30-140-6185	M. VENDORS	12/16	13.10	Shipping Fee
UPS	30-140-6185	M. VENDORS	12/23	18.32	Shipping Fee
UPS	30-140-6185	M. VENDORS	12/30	15.21	Shipping Fee
	<b>30-140-6185 Total</b>			<b>169.49</b>	
ARCO #58360	30-150-6155	C. MURRAY	12/11	6.00	Car Wash for Veh 88
	<b>30-150-6155 Total</b>			<b>6.00</b>	
TARGET	30-150-6220	C. MURRAY	12/11	2.60	Bottled Water
DOUBLETREE	30-150-6220	C. MURRAY	12/14	260.66	Training - Hotel for 3 Nights
DOUBLETREE	30-150-6220	C. MURRAY	12/14	260.66	Training - Hotel for 3 Nights
DOUBLETREE	30-150-6220	C. MURRAY	12/14	327.10	Training - Hotel for 3 Nights/Bkfst
SHELL OIL	30-150-6220	C. MURRAY	12/13	22.40	Training - Fuel
JCS	30-150-6220	C. MURRAY	12/11	49.69	Training - Meal for 3
2191 S HARBOR	30-150-6220	C. MURRAY	12/12	33.17	Training - Meal for 3
BBQ HOUSE	30-150-6220	C. MURRAY	12/13	50.94	Training - Meal for 3
OGGI'S	30-150-6220	C. MURRAY	12/13	34.06	Training - Meal for 3
PRIMO BURGERS	30-150-6220	C. MURRAY	12/14	12.61	Training - Meal for 3
COPPER TOP BBQ	30-150-6220	C. MURRAY	12/11	29.72	Training - Meal for 3
	<b>30-150-6220 Total</b>			<b>1,083.61</b>	
ADOBE	30-320-6105	S. SORNOSO	12/2	12.99	Adobe
ADOBE	30-320-6105	T. NELSON	12/15	12.99	Adobe Acrobat
	<b>30-320-6105 Total</b>			<b>25.98</b>	
ANIXTER	30-320-6150	H. WALDEN	12/26	527.35	Fiber Optic Connectors - WWTP
	<b>30-320-6150 Total</b>			<b>527.35</b>	
OGGI'S	30-320-6220	T. NELSON	12/12	17.04	Dinner at training
CHEVRON	30-320-6220	T. NELSON	12/11	18.49	Drinks/snacks - 3 people for training
SHELL OIL	30-320-6220	T. NELSON	12/14	20.00	Gas for drive back from training
	<b>30-320-6220 Total</b>			<b>55.53</b>	
MERCEDES-BENZ	30-345-6155	M. LOGAN	12/6	1,674.38	Veh # 60 T.V. Van Recall/Service
ORIGINAL MELS	30-345-6155	R. GONZALEZ	12/5	14.35	Meal - tv van for recall to reno
IN N OUT	30-345-6155	R. GONZALEZ	12/5	7.76	Meal - Robert G tv van recall to reno
MAVERIK #460	30-345-6155	R. GONZALEZ	12/5	50.17	TV Van recall to reno fuel
	<b>30-345-6155 Total</b>			<b>1,746.66</b>	
AMAZON	96-000-6115	C. WEIBERT	12/19	213.56	TU140 Window Treatment
AMAZON	96-000-6115	C. WEIBERT	12/19	22.54	TU140 Window Treatment

<u>Merchant Name</u>	<u>Fund GL Acct</u>	<u>Cardholder</u>	<u>Trans. Date</u>	<u>Amount</u>	<u>Description</u>
JCPENNEY.COM	96-000-6115	C. WEIBERT	12/19	250.49	TU140 Window Treatment
	<b>96-000-6115 Total</b>			<b>486.59</b>	



# MINUTES

Tuesday, January 21, 2020  
Mammoth Community Water District  
Special Board Meeting  
Annual Strategic Planning Workshop

---

*The Board of Directors convened in session at the hour of 8:03 a.m. No recess was taken and the meeting was adjourned at 10:10 a.m.*

Prepared by:

Stephanie Hake  
Executive Assistant

ATTEST:

Mark Busby  
General Manager

**THE ANNUAL STRATEGIC PLANNING WORKSHOP** of the Board of Directors of the Mammoth Community Water District was held on Tuesday, January 21, 2020, at 8:03 a.m.

**ROLL CALL**

**Board Present**

Director: Tom Cage  
Director: Robert Creasy  
Director: Dennis Domaille  
Director: Tom Smith  
Director: Gary Thompson

**Board Absent**

None

**Staff Present**

General Manager: Mark Busby  
District Engineer: John Pedersen  
Operations Superintendent: Clay Murray  
Finance Manager: Jeffrey Beatty  
Information Services Manager: Justin Mulbay  
Senior Administrative Analyst: Betty Hylton  
Human Resources Manager: Kay Hartman  
Executive Assistant: Stephanie Hake

**Guests**

Jerry Baker, MCWD Staff  
Melissa Reeves, MCWD Staff

**PLEDGE OF ALLEGIANCE**

*President Smith led the Pledge of Allegiance at 8:04 a.m.*

**STRATEGIC PLANNING WORKSHOP FY 2021**

*Mark Busby opened by describing the process of developing the District's strategic plan and how it is a component to help keep the District aligned with its mission statement, core values and day to day activities. Mr. Busby noted that the plan integrates directly with the annual budgeting process, and the FY21 draft budget is on schedule for presentation to the Board for direction and comment at the February Board meeting.*

*Mr. Busby along with management staff engaged the Board of Directors in a detailed review of the Strategic Objectives and associated Metrics for Progress of the Draft FY 2021 Strategic Plan.*

*Following a lengthy discussion, the Board expressed their appreciation for the efforts of staff to produce and use the Strategic Plan as a road map for the District's operations.*

*As a result of the workshop, there were two metrics modified under 'Water Resource Management & Planning'. Also a metric was added under 'Personnel'. Those amendments are reflected in 'Red' font in the updated FY 2021 Strategic Plan document that is attached to these draft minutes for approval at the meeting on February 20, 2020.*

### **ADJOURNMENT**

*President Smith called for a motion to adjourn.*

#### **BOARD ACTION – To adjourn the Special Board Workshop**

MOVED BY: Director Creasy  
SECONDED BY: Director Cage  
AYES: Directors Cage, Creasy, Domaille, Smith, and Thompson  
NAYS: None

*The meeting adjourned at 10:10 a.m.*

## Water Resource Management & Planning

Strategic Objectives	Lead	Metrics for Progress	Status	A/O	1	2	3	4	5	10	Comments
1 Secure adequate future water supply	JP	a. Exploratory test well at Snowcreek Golf Course	I		X						Well access rights have been secured. Pipeline construction & site prep for drilling complete. Drilling & testing is scheduled to begin January 2020 with completion by March 2020. Design work continues, construction pending results of exploratory drilling. Three MMSA sites are under consideration. A letter of intent has been provided for MMSA sites. Pending site acquisition Maintenance and Operations crews have continued to utilize this access route Likely a requirement prior to 2021 Urban Water Mgmt. Plan
	JP	b. Snowcreek Production Well	I		X						
	JP/MB	c. Property acquisition for new well sites	O		X						
	JP	d. Drill exploratory boreholes for replacement wells	N			X	X	X	X	X	
	M/CM	e. Continue to access & maintain prescriptive easement for TPM 10-001 property	O		X						
	CM	f. Monitor Dry Creek drainage	O		X						
	BH	g. Develop water shortage contingency plan	N			X					
2 Conserve water	BH	<del>a. Comply with State water conservation regulations</del>	O		X						Consistent advertisement campaign continues in newsprint, radio & social media. Monthly press releases include conservation message when relevant Utilization of WaterSmart software to support efforts Upcoming State mandate of 55 gallons per capita; Determine TOML's population for per capita use compliance Addition of outdoor incentives
	BH	b. Advertisements & press releases to educate the community re water conservation practices & issues	O		X						
	BH	c. Enforce water conservation regulations	O		X						
	BH/JP	d. Review TOML projects affecting water demand	O								
	BH	e. Plan and prepare for new State water conservation regulations to ensure compliance is met or exceeded	I			X					
	BH	f. Expansion of MCWD rebate program	I			X					
3 Balance production & use of surface water, groundwater & recycled water	CM	a. Optimize recycled water, groundwater and surface water treatment processes	O		X						Water ops staff is currently identifying items to include in the scope of work for upgrades to the LMTP. Some items pertain to optimization of treatment and/or backwash process.
	CM	b. Maintain awareness of recycled water expansion opportunities	O								
4 Protect water resources from Casa Diablo IV project impacts	MB/JP/BH	a. Secure an adequate monitoring and mitigation plan	I		X						Collaborative efforts continue through legislators as well as LVHAC and GMRP meetings BLM is evaluating and seeking federal funding to construct a second deep monitoring well pair
	MB/JP/BH	b. Construction and monitoring of a second deep and shallow monitoring well pair	I			X					
5 Effective Water Resource Data management & reporting	CM	a. Standard work flow updated for continued annual data input, reporting support	I		X						Staff received training on workflow for data input in April '19 & will receive more training this winter
	JB	b. Provide monthly MAWA reports during irrigation season with data from metering/billing software	O		X						
6 Stay informed of local, regional and State water resource issues	BH	a. Attend/participate in group and administrative meetings	O		X						IRWMP, TOML, Mono County, Lahontan, LVHAC MB and BH will work to ensure engagement with these agencies
	BH	b. Provide input for effective, region-specific goals & objectives to regional water-resource groups & DWR	O		X						
	MB/BH	c. Engagement with CASA, ACWA, DWR, SWRCB, and electeds	O		X						
	JP/BH	d. Review TOML project applications	O		X						
	MB/JP	e. Evaluate MCWD ability to serve MMSA with future water & wastewater needs	O		X						
7 Lakes Basin Watershed Protection	BH	a. Fuel reduction	I			X					Administrative support supplied to MLFSC to utilize grant funds from SNC to complete Lakes Basin Hazardous Fuels Reduction Project / There are more local fuel reduction projects that the District will explore involvement on a case-by-case scenario. The next survey is due in 2021 Rehabbing of lift stations and CIPP lining of sewer lines are projects being done to protect from SSOs
	BH	b. Watershed Sanitary survey (Lakes Basin)	N				X				
	M	c. Sanitary sewer / lift station improvements	I		X						

**STATUS**

O = Ongoing; I = Incomplete; C = Completed; N = Not Started Yet  
A/O = Annual or Ongoing

Operations & Maintenance

Strategic Objectives	Lead	Metrics for Progress	Status	A/O	1	2	3	4	5	10	Comments
1 Maintain Water Distribution, Collections Systems and Treatment Facilities to a high standard	M	a. Zero sanitary/sewer over flows (SSO)	O	X							
	M	b. Deliver water at 99% of customer service hours or better by managing outages	O	X							
	M	c. Exercise 20% of distribution system valves annually	O	X							
	M	d. Maintain 50% of hydrants annually	O	X							
	M	e. Clean and CCTV 20% of collection system annually	O	X							
	M	f. Maintain Fats, Oils, & Grease (FOG) program	O	X							
	M	g. Identify the ratio of preventive to reactive maintenance for establishing a future metric	O	X							
2 Protect Water Distribution system from contamination	M	a. Maintain Backflow/Cross Connection protection program	O	X							Annual testing of backflow devices is up to date
	JP/CM	b. Recycled Water annual testing and reporting	O	X							
	M	c. Conduct district-wide Backflow/Cross Connection Control sanitary survey	O			X					Survey required every 5 years - due 2020
3 Maximize reliability of water production	JP/M	a. Well inspection, maintenance, rehab program development	O			X	X				Next well rehab scheduled for 2022, no well issues in 2019
	CM/JP	b. Optimize surface water treatment plant production	O	X							
	CM/JP	c. Optimize groundwater treatment plant production	O	X							
4 Maximize availability of recycled water	JP/CM/M	a. Meet all recycled water demands during irrigation season	O	X							
5 Minimize non-revenue water	CM/M	a. Stay under threshold of AWWA standards of 10% non-revenue water (annually)	O	X							
	M	b. Maintain meter testing accuracy program	O	X							
6 Maximize energy efficiency and reduce energy costs	M	a. Operation and Maintenance of MCWD Solar PV system	O	X							Maintenance staff continues to operate plant to the maximum of its production capabilities
	CM/JP	b. Balance between Demand charges & Time of Day use charges	O	X							Staff continually monitors the relative demand charges for wet and dry years.
	CM/M	c. Rightsizing of equipment to actual demands	I	X							
	JP	d. Maintain awareness of potential renewable energy opportunities	O	X							
7 Emergency preparedness	CM	a. Emergency Operations Plan (EOP) Update	I		X						Updated plan due June 2021
	JP/CM	b. Review Emergency Operations Plan (EOP) concerning an extended power outage	I		X						Staff is currently addressing back-up power for some critical assets & developing plans to address some of the more complex facilities

Capital Projects > \$100K

Strategic Objectives	Lead	Metrics for Progress	Status	A/O	1	2	3	4	5	10	Comments	
1 Maintain regulatory compliance	JP/CM	a. Laurel Pond monitoring wells permitting and construction	I		X						Lahontan RWQCB has requested revised tech specs to address nitrogen in shallow groundwater.	
2 Correct assets that have failed or are projected to fail	JP	a. Well 6 replacement	N			X						
	JP	b. Well 10 replacement	N			X						
	JP	c. Well 17 replacement	N					X				
	M	d. Water lateral replacements	O		X	X						
	M	e. Sewer line repair & replacement	O	X								
	M	f. Water tank rehabilitation	N		X	X	X	X	X			Next tank T-6
	M	g. Sewer Lift Station rehabilitation	I		X	X	X					2 lift stations scheduled for FY21
	M/JP	h. Diesel equipment replacement	I		X	X						Report has been received; Over next 2 years compliance will be accomplished by taking 2 vehicles & 2 pieces of equipment out of service
3 Improve operational efficiency and reliability	JP/MB	a. Conduct MCWD Admin Building needs assessment, prepare report, possible remodel	I		X						Consultant has been directed to complete needs & condition assessment portion of the report	
	JP	b. Exploratory test well at Snowcreek Golf Course	I		X						See 1 a. under 'Water Resource Mgmt & Planning'	
	JP	c. Snowcreek production well	I			X					See 1 b. under 'Water Resource Mgmt & Planning'	
	CM/JP	d. WWTP sludge dewatering improvements - Screw Press	I		X						Install new screw press and conveyance system - a project being driven by the eminent closure of the Mono County landfill and need to haul sludge to Nevada	
	JP/CM	e. Secure alternative sludge hauling & disposal option	I		X						Being driven by the closure of the Mono County landfill.	
	JP/CM	f. Lake Mary TP improvements	I		X	X					Water operations staff is currently identifying items to include in the scope of work for upgrades to LMTP. Some items in the scope pertain to optimization of the treatment and/or backwash process.	
	JP	g. WWTP backup power automation	I		X						WWTP existing backup power evaluated. Demand analysis to be performed for final design criteria development. Based on analysis of potential projects & demand monitoring, set-up existing standby generator to power essential WWTP processes.	

STATUS

O = Ongoing; I = Incomplete; C = Completed; N = Not Started Yet

A/O = Annual or Ongoing

### Financial Management

<u>Strategic Objectives</u>	<u>Lead</u>	<u>Metrics for Progress</u>	<u>Status</u>	<u>A/O</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>10</u>	<u>Comments</u>
1 Maintain financially sound organization	JB	a. Monitor revenue and rate stabilization reserve and adjust expenses as needed	O	X							Monthly status reports provided to Board
	JB	b. Conduct a Water Rate Study and implement study recommendations every 5 years	N		X						Begin study summer 2020, to be effective April 2021
	JB	c. Conduct a Wastewater Rate Study and implement study recommendations every 5 years	I						X		Wastewater study in process, expected to be completed and implemented by April 2020
	JB	d. Conduct a Connection Fee Study and implement recommendations	N							X	Connection fee completed and implemented July 2019. Fees will adjust for inflation annually. Monitor Expansion Fund balances and review connection fees if necessary.
	JB	e. Evaluate purchasing controls	I	X							Review procurement policy for effectiveness & efficiency
	JB	f. Maintain an appropriate accounting and reporting system - Annually receive an "unmodified" opinion by the District's auditors	O	X							
	JB	g. Regular Investment Committee meetings to monitor investments and ensure best investment strategy	O	X							Investment committee meets quarterly with the District's investment advisors. Funds allocated between CAM, CalTrust, LAIF and WF to match liquidity needs.
	JB	h. Regular Pension Trustee meetings to monitor pension plan	O	X							Pension Trustees meet semi-annually with advisor/administrator for status updates - meet more frequently if needed
2 FY Budget	JB	a. Draft budget review by Board in February, approval in March	O	X							Budget process begins in December with all dept managers engaged in development of the financial plan for operations, personnel, and capital spending. Budget includes long-range capital plans and fund balance projections.
3 Ensure adequate reserves in all funds	JB/MB	a. Monitor and adjust fund balance allocation	O	X							Monthly status reports provided to Board
	JB/MB	b. Reserve policy review and recommended changes if necessary	O	X							Reviewed as part of annual budget preparation and approval
	JB/MB	c. Continue to maintain fund for LA DWP 50 year payment	O	X							Reviewed as part of annual budget preparation and approval
4 Leverage financial systems software	JB	a. Evaluate accounting software as part of an Enterprise Resource Planning (ERP) solution	I	X							Proposals being evaluated for software system upgrade. Implementation of changes in FY21 & FY22
	JB	b. Maximize value of Springbrook software suite	O	X							Ongoing, continue to update all software platforms

### Information Systems & GIS

<u>Strategic Objectives</u>	<u>Lead</u>	<u>Metrics for Progress</u>	<u>Status</u>	<u>A/O</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>10</u>	<u>Comments</u>
1 Keep MCWD hardware environment current	JM	a. Continue to refine and streamline MCWD Device Replacement program for all desktops, laptops and servers, as well as refurbish/re-image of old PCs	O	X							FY21 Budget Replacement includes: 16 workstations, 3 server, 1 iPad
	JM	b. Continue to explore new hardware applications to streamline MCWD technical operations	O	X							Leverage devices in the field and trucks
	JM	c. Establish WiFi network through WWTP buildings	I		X						Run cable/fiber, install switches/beams, configure network for staff access
	JM	d. Replace Software Servers	O	X							FY21 - MCWDEXCH, SCASRV01, SCAHIST01
2 Keep MCWD software environment current	JM	a. Install latest versions for all MCWD software platforms	O	X							ESRI, Autodesk, Tokay, Manager Plus, Microsoft products, InfraMap, Granite Net, Remit Plus, R450, etc.
	JM/ALL	b. Evaluate, select, & implement new ERP software	I		X	X					Form ERP Selection Committee with departmental focus; Migrate all data processes and functions to new district-wide ERP software platform
3 Development of GIS to support MCWD work functions	JM	a. Maintain MCWD ArcGIS Online Mapping	O	X							Featured Maps and Apps developed on new MCWDGIS server, continued improvements
	JM	b. Develop MCWD/MLFPD Hydrant Fire Flow Data Program	I		X						Create and deploy Collector projects to facilitate management of Fire Flow data
	JM	c. Prioritize and Enter MCWD Engineering Projects into MCWD GIS	O	X							Following prioritization list to enter projects as time/resource permit
	JM	d. Leverage ESRI MOU with TOML/Mono Co. for shared GIS services and collaborative mapping	O								Continue to work with TOML/County GIS staff for Portal/Collector development
4 Maintain web services platforms to current technology	JM	a. Manage both MCWD Public and Intranet sites for current content & regulatory compliance	O	X							Integrate new software and features; Update Calendar format and some layout
	JM	b. Implement new web development software	N		X						Migrate MCWD sites to new platform/web staff training
5 Maintain security of MCWD assets	JM/ALL	a. Continually evaluate MCWD security needs	O	X							Actively monitoring physical and network security of MCWD assets
6 Data Management	JM	a. Purge and consolidate old data, duplicate data	O	X							Ongoing, bi-annual digital purge events for all staff and ISD

### Customer Relations & Community Outreach

<u>Strategic Objectives</u>	<u>Lead</u>	<u>Metrics for Progress</u>	<u>Status</u>	<u>A/O</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>10</u>	<u>Comments</u>
1 Maintain consistent, positive profile in community	BH	a. Regular Press Releases	O	X							Monthly press release on relevant topics provided to staff, board, press and posted on social media and District's website
	BH	b. Web-based outreach	O	X							Utilization of WaterSmart group messenger, social media and MCWD website
	BH	c. Event participation and sponsorship	O	X							Staff is developing 2 new water bars to support local events. Ongoing sponsorships will continue

**STATUS**

O = Ongoing; I = Incomplete; C = Completed; N = Not Started Yet

A/O = Annual or Ongoing

### Regulatory Compliance & Agreements

Strategic Objectives	Lead	Metrics for Progress	Status	A/O	1	2	3	4	5	10	Comments
1 <u>Federal</u> Comply with federal permit requirements NPDES	BH	a. Master permit re-issued by USFS	I		X						Staff is currently engaged with USFS staff to continue to support this effort
	BH/JP/MB	b. Issuance of federal Granger-Thye permit for Lake Mary outlet structure, with acceptable water rights clause	I	X							Will pursue following issue of Master Permit
	BH/JP/MB	c. Termination of USFS/MCWD 1983 Lakes Basin MOA	I	X							Will pursue following issue of Master Permit
	BH/JP/MB	d. Comply with NEPA for MCWD projects	O	X							
2 <u>State</u> Comply with state public health, state water board, water quality and environmental documentation and permit requirements	CM/JP	a. Meet Lahontan Regional Water Quality Control Board discharge requirements	O	X							WWE will be compiling the Report of Waste Discharge (ROWD) with input from MCWD staff for submittal; New waste discharge requirements to follow
	CM	b. Update permits received from SWRCB for each facility	O	X							Facility upgrades will likely change permit requirements
	CM	c. Update Mammoth Creek operations manual	I		X						Staff is currently reviewing and providing comments to bring the document up to date.
	BH	d. Compliance with State mandates for conservation	I	X							Staff is considering how new mandates will affect the District and will respond accordingly
	BH	e. Comply with CEQA for MCWD projects	O	X							
	CM	f. Laboratory compliance with TNI and ELAP standards	O	X							Lab is currently compliant with pending TNI requirements
3 <u>Agreements</u>	BH	a. Coordinate with CalTrout and CDFW to implement Mammoth Creek settlement terms	O	X							Governance and Technical Committees have been established and MCWD staff is on both
	CM	b. Comply with LADWP settlement agreement with a goal of extending the primary term	O	X							Stay under settlement limit of 4387 ac/ft to achieve goal of banking water
	JP/MB/JP	c. Analyze Lakes Basin agreements for "Out of District" sewer services	I	X							Agreements may need to be updated as a result of the WW Rate Study

### Government Relations

Strategic Objectives	Lead	Metrics for Progress	Status	A/O	1	2	3	4	5	10	Comments
1 Develop relationships with State and Federal representatives	MB	a. Maintain relationships with State-level representatives regarding MCWD issues	O	X							
	MB	b. Maintain relationships with Federal-level representatives regarding MCWD issues	O	X							

### Personnel

Strategic Objectives	Lead	Metrics for Progress	Status	A/O	1	2	3	4	5	10	Comments
1 Attract & retain knowledgeable & talented staff	MB/SH	a. Conduct Employee Engagement Survey	I		X						3rd party administrator has been identified, contract pending; Communicate & collaborate with staff throughout entire process
	ALL	b. Follow through with targeted goals identified through survey process to maintain high level of Ee engagement	O	X							
2 Coordinate <b>succession planning and</b> integration of Workforce Plan with overall MCWD Strategic Business Plan	KH	a. Implement staffing needs vis-à-vis budget and personnel review process	O	X							
	KH/ALL	b. Work with departments to facilitate hiring and onboarding processes of new employees	O	X							Concentrated training for all new hires - Current open positions: IS - Senior Info. Sys. Specialist; MAINT - Maint Superintendent; ENG - Assoc. Engineer; OPS - WW Treatment Plant Operator
	KH/ALL	c. <b>Succession continuity planning and cross training</b>	O	X							
3 Provide housing opportunities for MCWD staff	KH	a. Facilitate L'Abri HOA membership meetings & administrative activities	I	X							1st HOA meeting since 2002/2004 to be held on January 29, 2020
	KH	b. Engage with HOAs for Tamarack, Timberline, & Mountain Meadows condo complexes	O	X							
	KH	c. Maintain Rental Housing Program that aligns with District needs and is consistent with state statutes (bylaws, tenant communication, financial reporting, maintenance, etc.)	O	X							
	JB	d. Monitor Employee Home Purchase Assist. Program to ensure the goals of the program are appropriate and meeting staff's needs while remaining consistent with state statutes	O	X							Annual (minimum) meetings with Board committee to review program components and ensure participants are meeting their obligations of the agreements
4 Maintain a collaborative relationship with IOUE Local 12 (Union) representeds and staff	KH	a. Obtain parameters from principles in preparation for 2021 MOU negotiations	N		X						
	KH	b. Draft proposal process and proposals in preparation for 2021 MOU negotiations	N		X						
5 Maximize software & technology to support personnel related operations	KH	a. Convert hard copy MSDS to Keller SDS (Safety Data Sheets) online system	I		X	X					
	KH	b. Establish intranet SDS access for staff	N		X	X					
	KH	c. Implement HRMS (HR Mgmt. System) via Microsoft Access	I		X	X					
	KH	d. Input/merge data into HRMS system	I		X	X					
6 Risk Management	KH	a. Assist, facilitate & provide resources to departments to enable them to minimize risk	O	X							

**STATUS**

O = Ongoing; I = Incomplete; C = Completed; N = Not Started Yet

A/O = Annual or Ongoing

# MINUTES

Thursday, January 23, 2020  
Mammoth Community Water District  
Special Board Meeting

---

*The Board of Directors convened in session at the hour of 5:31 p.m. A brief recess was taken and the meeting was adjourned at 7:11 p.m.*

Prepared by:

Stephanie Hake  
Executive Assistant

ATTEST:

Mark Busby  
Board Secretary



**THE SPECIAL MEETING** of the Board of Directors of the Mammoth Community Water District held on Thursday, January 23, 2020 at 5:31 p.m.

**ROLL CALL**

**Board Present**

Director: Tom Cage  
Director: Robert Creasy  
Director: Dennis Domaille  
Director: Tom Smith  
Director: Gary Thompson

**Board Absent**

None

**Staff Present**

General Manager: Mark Busby  
District Engineer: John Pedersen  
Operations Superintendent: Clay Murray  
Information Services Manager: Justin Mulbay  
Finance Manager: Jeff Beatty  
Human Resources Manager: Kay Hartman  
Administrative Analyst: Betty Hylton  
Executive Assistant: Stephanie Hake  
District Counsel: Joshua Horowitz

**Guests Present**

Pam Bold, High Sierra Energy Foundation  
Deena Kastor  
Theresa Brocia  
Brandon Brocia  
Sharon Clark  
Julie Burkhart, MCWD Staff  
Melissa Reeves, MCWD Staff  
Jerry Baker, MCWD Staff

**PLEDGE OF ALLEGIANCE**

*President Smith led the Pledge of Allegiance at 5:31 p.m.*

**PUBLIC FORUM**

*President Smith opened the public forum at 5:32 p.m.*

*Pam Bold and Deena Kastor addressed the Board requesting that the “Ban The Bottle” initiative be put on a future agenda for potential endorsement by the MCWD.*

*Theresa and Brandon Brocia addressed the Board also in support of the “Ban The Bottle” initiative.*

*Sharon Clark addressed the Board to express her appreciation for the help she received by MCWD staff in detecting a water leak she had at her home and how quickly she was notified before serious damage occurred.*

*President Smith thanked the guests for their comments and requested that staff agendize the “Ban the Bottle” item for discussion and possible Board support at the next MCWD Board meeting. He closed the public forum at 5:45 p.m.*

### **CONSENT AGENDA A**

**A-1 Approval of November 2019 Check Disbursements (Springbrook #'s 56923 – 57039)**

**A-2 Approval of December 2019 Check Disbursements (Springbrook #'s 57040 – 57120)**

**A-3 Approval of Minutes from the Regular Board Meeting held November 21, 2019**

*It was noted that Director Smith was absent from the November 21 Board meeting, therefore he abstained from approving minutes from that meeting. Director Creasy made a motion.*

#### **BOARD ACTION – To approve the Consent Agenda items A-1 and A-2**

MOVED BY: Director Creasy  
SECONDED BY: Director Cage  
AYES: Directors Cage, Creasy, Domaille, Smith, and Thompson  
NAYS: None

#### **BOARD ACTION – To approve the Consent Agenda item A-3**

MOVED BY: Director Creasy  
SECONDED BY: Director Cage  
AYES: Directors Cage, Creasy, Domaille, and Thompson  
NAYS: None  
ABSTAIN: Director Smith

### **CONSENT AGENDA B – STAFF REPORTS**

**B-1 Operations Department Reports – December and January**

**B-2 Maintenance Department Reports – December and January**

**B-3 Finance Department Reports – December and January**

**B-4 Engineering Department Reports – December and January**

- B-5 Information Services Reports – December and January**
- B-6 Personnel Services Reports – December and January**
- B-7 Regulatory Support Services Reports – December and January**
- B-8 General Manager’s Reports – December and January**

*Justin Mulbay took a moment to introduce Julie Burkhart, who started working earlier in the week as the Senior Information Systems Specialist in the Information Systems department.*

**BOARD ACTION – To approve Consent Agenda B**

MOVED BY: Director Domaille  
 SECONDED BY: Director Cage  
 AYES: Directors Cage, Creasy, Domaille, Smith, and Thompson  
 NAYS: None  
 ABSENT: None

**CURRENT BUSINESS**

**C-1 Election of Board President, Vice President, and Assignment of Committee Members for 2020**

*Director Domaille suggested that Director Smith remain as President. Director Smith accepted the nomination and recommended that Director Creasy take the position of Vice President. Director Creasy said he would accept the nomination if he could have his committee assignments reduced. Following a brief discussion among the Board members, the committee assignments were assigned as follows:*

**2020 Committee Assignments**

<b><u>Committee</u></b>	<b><u>Members</u></b>	<b><u>Alternate</u></b>
Finance Committee:	Directors Cage and Creasy	Director Smith
Technical Services Committee:	Directors Domaille and Thompson	Director Smith
Investment Committee:	Directors Cage and Creasy	Director Smith
Long-Range Planning Committee:	Directors Domaille and Cage	Director Thompson
Employee Housing Committee:	Directors Creasy and Thompson	<i>na</i>

*Results of further discussion were President Smith terminated the IRWMP Advisory Committee due to inactivity. He also noted for the record that Mark Busby is the Board Secretary. Director Cage made a motion.*

**BOARD ACTION – For Director Smith to remain as Board President and Director Creasy to become the Board Vice President**

MOVED BY: Director Cage  
 SECONDED BY: Director Domaille  
 AYES: Directors Cage, Creasy, Domaille, Smith, and Thompson  
 NAYS: None

**C-2 Discussion and Possible Adoption of Resolution No. 01-23-20-01 Appointing a Member of the Board of Directors as Trustee to the Mammoth Community Water District's Money Purchase Pension Plan for 2020**

*President Smith recommended that the Pension Committee would benefit from continuity of oversight and suggested that Director Cage remain as the Board of Directors trustee.*

**BOARD ACTION – For Director Cage to remain as the Board Member Trustee to the Mammoth Community Water District's Money Purchase Pension Plan, and adopt Resolution No. 01-23-20-01**

MOVED BY: Director Smith  
SECONDED BY: Director Thompson  
AYES: Directors Cage, Creasy, Domaille, Smith, and Thompson  
NAYS: None

**C-3 Discussion and Possible Adoption of Revised Policy Under SB 998 Regarding the Discontinuation of Water Service Due to Non-payment of Water Utility Bill**

*Jeff Beatty provided the Board with an overview of the changes being made to the District's policy that are required for compliance with new water service termination requirements under SB 998.*

*Following a brief discussion, Director Cage made a motion.*

**BOARD ACTION – Adoption of Revised Policy under SB 998 Regarding the Discontinuation of Water Service Due to Non-payment of Water Utility Bill**

MOVED BY: Director Cage  
SECONDED BY: Director Creasy  
AYES: Directors Cage, Creasy, Domaille, Smith, and Thompson  
NAYS: None

**C-4 Discussion and Possible Approval of a Master Services Agreement with Wildermuth Environmental, Inc. (WEI)**

*John Pedersen briefly described the value of the relationship the District has with Wildermuth Environmental and recommended the Board approve the master services agreement for a five-year term.*

*Following a brief discussion Director Creasy made a motion.*

**BOARD ACTION – To approve a Master Services Agreement with Wildermuth Environmental, Inc. (WEI)**

MOVED BY: Director Creasy  
SECONDED BY: Director Cage  
AYES: Directors Cage, Creasy, Domaille, Smith, and Thompson  
NAYS: None

**C-5 Discussion and Approval of Task Order No. 1 for Hydro-Geologic Consulting Services Relating to the Casa Diablo IV (CD-4) Geothermal Project under the Master Services Agreement (January 2020) with Wildermuth Environmental, Inc. (WEI) Not to Exceed \$90,000**

*John Pedersen described that the new 12-month task order is a continuation of the work that is currently being conducted by Wildermuth on behalf of the MCWD, noting that the District is not obligated to spend the entire \$90,000.*

*There was no further discussion and Director Cage made a motion.*

**BOARD ACTION – To approve Task Order No. 1 for Hydro-Geologic Consulting Services Relating to the Casa Diablo IV (CD-IV) Geothermal Project under the Master Services Agreement (January 2020) with Wildermuth Environmental, Inc. (WEI) not to exceed \$90,000**

MOVED BY: Director Cage  
SECONDED BY: Director Domaille  
AYES: Directors Cage, Creasy, Domaille, Smith, and Thompson  
NAYS: None

**C-6 Discussion and Possible Approval of a Master Services Agreement with Water Works Engineers (WWE)**

*John Pedersen briefly explained how Water Works Engineers has been consulting with the District on water treatment process projects over the past several years and the new agreement would have a five-year term.*

*There was no further discussion and Director Creasy made a motion.*

**BOARD ACTION – To approve a Master Services Agreement with Water Works Engineers (WWE)**

MOVED BY: Director Creasy  
SECONDED BY: Director Cage  
AYES: Directors Cage, Creasy, Domaille, Smith, and Thompson  
NAYS: None

**C-7 Quarterly Water Supply Update**

*Clay Murray briefly described that the water supply is adequate for the next few months.*

**BOARD ACTION – None, informational only**

**C-8 Discussion and Possible Approval of a Request to Refinance a Primary Loan under the Employee Home Purchase Assistance Program**

*Jeff Beatty advised that a staff member with a home loan through the District's Employee Home Purchase Assistance program has requested to refinance her loan. Mr. Beatty noted that if the refinancing were to be approved, it would not change the loan-to-value ratio and the District's position.*

*Director Cage commented that the Finance Committee had discussed the refinancing request and recommends that the Board approve it.*

*There was no further discussion and Director Cage made a motion.*

**BOARD ACTION – To approve a request to refinance a primary loan under the Employee Home Purchase Assistance Program**

MOVED BY: Director Cage  
SECONDED BY: Director Creasy  
AYES: Directors Cage, Creasy, Domaille, Smith, and Thompson  
NAYS: None

**Meetings Held During the Month**

Technical Services Committee – *January 22, 2020*

Dennis Domaille  
Gary Thompson

Investment Committee – *January 22, 2020*

Tom Cage  
Robert Creasy

Finance Committee – *January 22, 2020*

Tom Cage  
Robert Creasy

**Technical Services Committee:**

*Director Thompson reported that there was only routine business discussed at the Tech Services meeting.*

~

**Investment Committee:**

*Director Cage reported that the District's "net of fees" earnings on investments are slightly above average.*

~

**Finance Committee:**

*Director Creasy's only comment from the Finance Committee meeting was that revenue from water sales are slightly lower than budgeted, but other sources of revenue were slightly above budget.*

~

*There were no other committee meetings held during the month.*

**ATTORNEY REPORT**

*Attorney Horowitz reported that Assembly Bill 9 took effect on January 1, 2020. It extends the period for filing alleged employment discrimination complaints from 1 to 3 years and is not retroactive.*

*Attorney Horowitz made note of the letter provided to the Board outlining his firm's billing rates for 2020. A brief discussion followed regarding how Attorney Horowitz bills the District for his travel time to Mammoth from Sacramento. Attorney Horowitz commented that the Board could consider not having counsel attend board meetings when an agenda is expected to be light.*

*The Board members went into closed session at 6:28 p.m.*

### **CLOSED SESSION**

#### **D-1 Conference with Legal Counsel**

Anticipated Litigation – Pursuant to Government Code section 54956.9(a); consideration of initiating litigation involving two cases

### **ADJOURNMENT**

*The meeting adjourned out of closed session at 7:11 p.m.*

*There was nothing to report from closed session.*

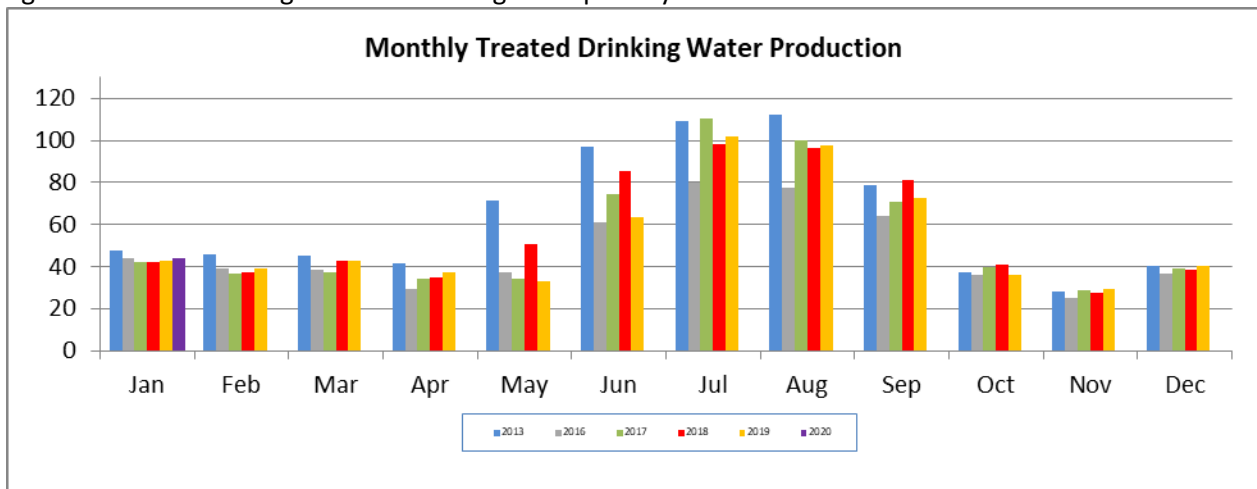
*President Smith adjourned the meeting at 7:11 p.m.*

<b>Report Summary</b>			
January Production Data (In Million Gallons)	2013	2019	2020
Treated Surface Water	9.3	41.8	<b>42.2</b>
Treated Groundwater	38.0	0.9	<b>1.5</b>
Untreated Groundwater	0.0	0.0	<b>0.0</b>
Reclaimed Wastewater	0.0	0.0	<b>0.0</b>
<b>Totals</b>	<b>47.4</b>	<b>42.6</b>	<b>43.7</b>
Non-Revenue Water	4.8	0.9	<b>2.8</b>
Treated Wastewater	47.0	42.6	<b>48.2</b>
Photovoltaic Power Produced (kWh)	123,214	65,350	<b>94,410</b>
Photovoltaic Solar Irradiance (kW/m <sup>2</sup> )	276	483	<b>553</b>

**Monthly - Water Treatment, Production & Supply Management**

- Drinking Water Treatment**

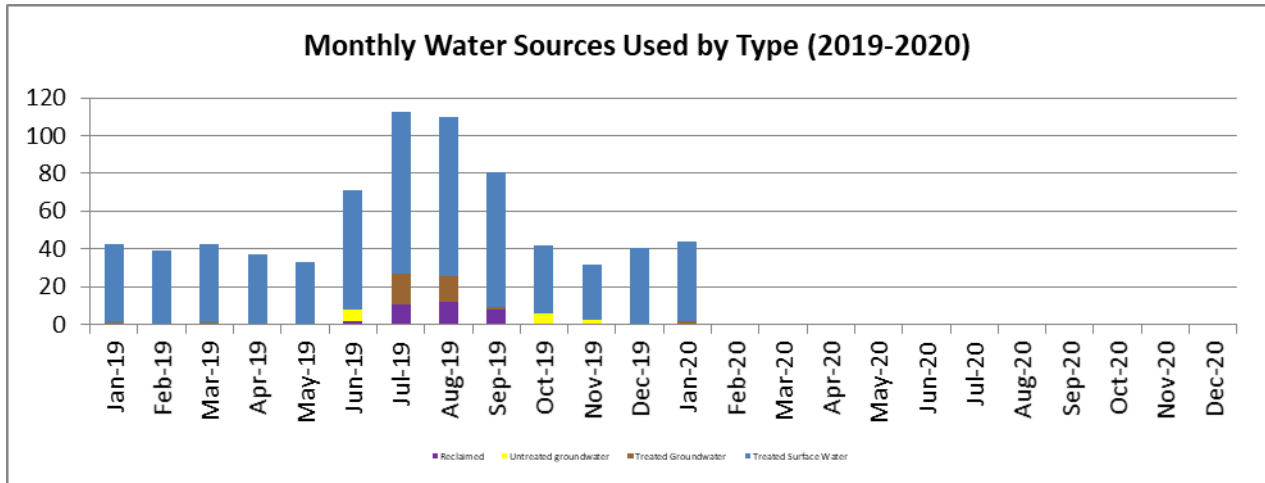
Routine samples for clarity, chlorine residual, and bacteriological analysis of the District’s drinking water were conducted during the month. The results of all sampling for the month were in compliance with the standards set by the State Water Resources Control Board Drinking Water Division. A total of 43,673,000 gallons were treated for drinking water with an average of 1.41 million gallons per day.



- Water Supply Production and Management**

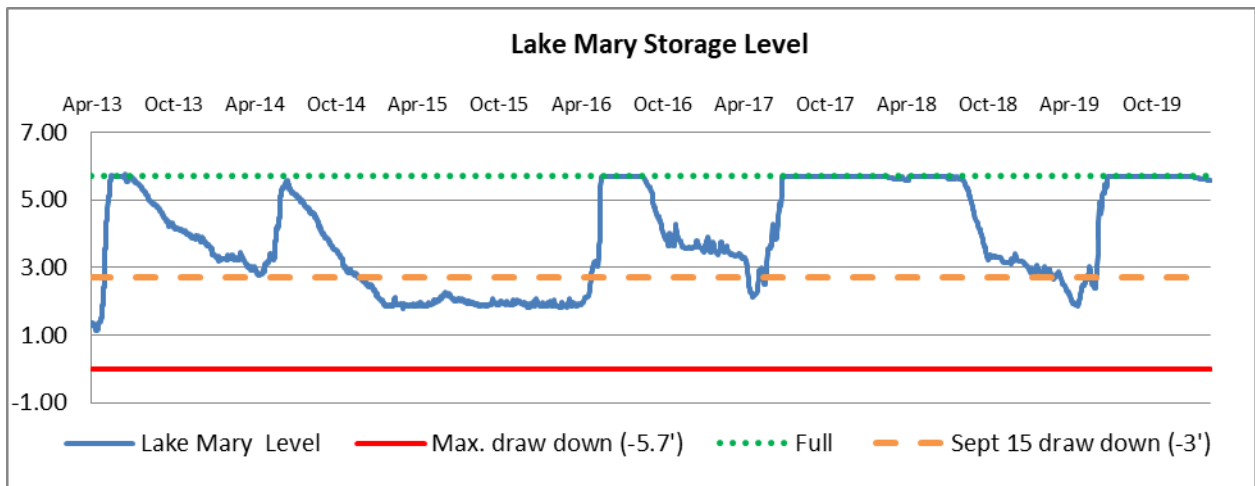
The total volume of water distributed to the community during the month of January was 43,673,000 gallons. This amounts to an average demand rate of 1.41 million gallons per day. Drinking water provided to the community was produced from the District’s surface water (97%) and groundwater (3%) treatment plants.





• **Surface Water**

The minimum daily stream flow requirement for the month of January was 6.4cfs for Mammoth Creek, as measured at Old Mammoth Road. Flow rates in the creek ranged from 5.8cfs to 8.5cfs with an average flow of 6.9cfs. The average flow for January 2019 was 8.3cfs. The flow requirement for February decreases to 6.0cfs and current flows are very close to the requirement. There were two days in January that the streamflow did not meet the requirement resulting in usage from storage. Lake Mary is currently 0.13’ from full with a balance in storage of 592ac/ft. It is anticipated that we will continue to use water from storage in the next month as stream flows continue to decline.



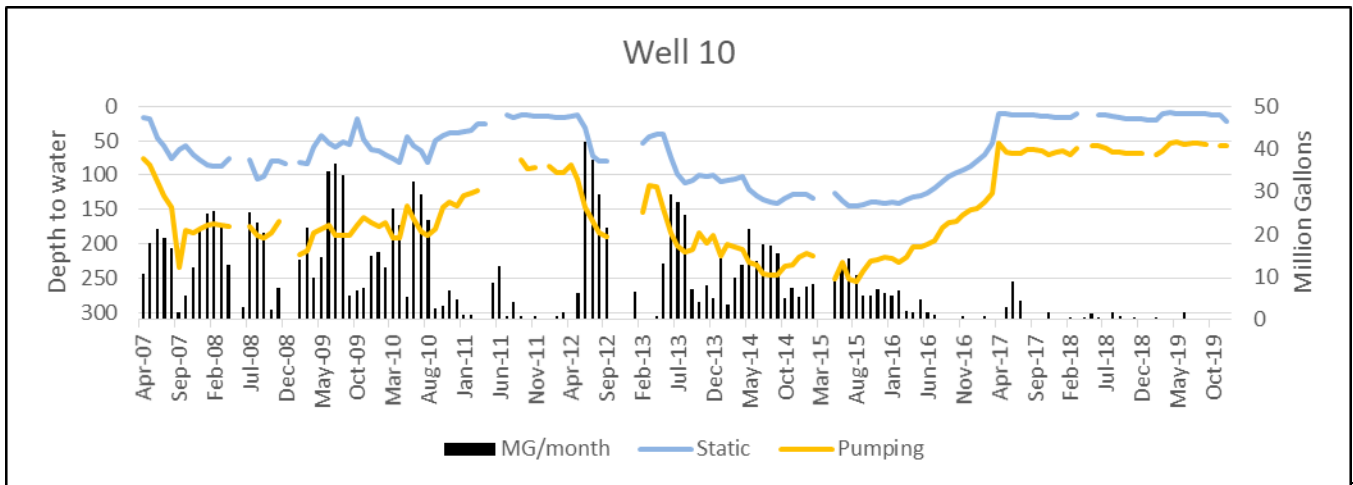
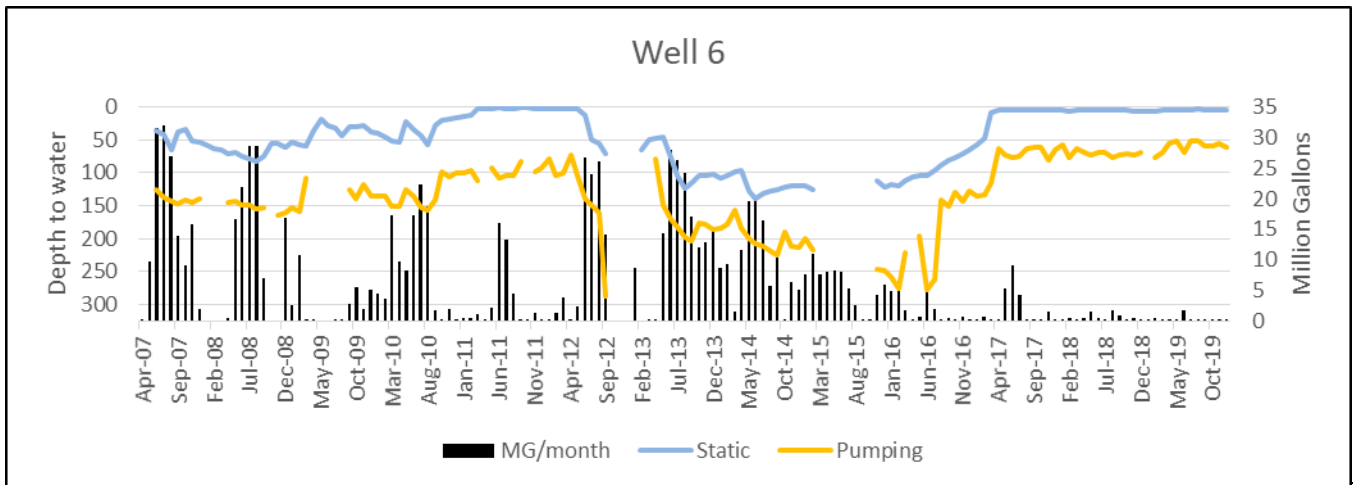
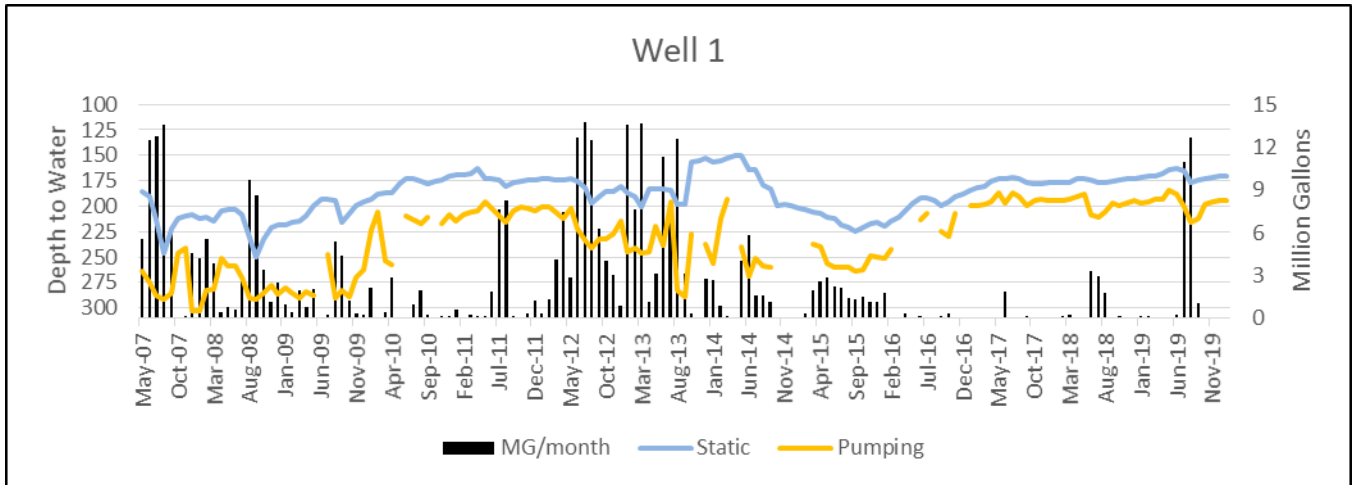
• **Groundwater**

Approximately 1,485,000 gallons or three percent (3%) of the drinking water produced was from the District’s groundwater sources during the month of January. Groundwater production Wells 1, 6, 10, 15, 16, 17, 18, 20, and 25 are operating as expected and available for service. All wells continue to be monitored daily and the currently available wells are adequate to meet current demand.

# MAMMOTH COMMUNITY WATER DISTRICT

## Operations Department Report

February 2020



# MAMMOTH COMMUNITY WATER DISTRICT

## Operations Department Report

February 2020



# MAMMOTH COMMUNITY WATER DISTRICT

## Operations Department Report

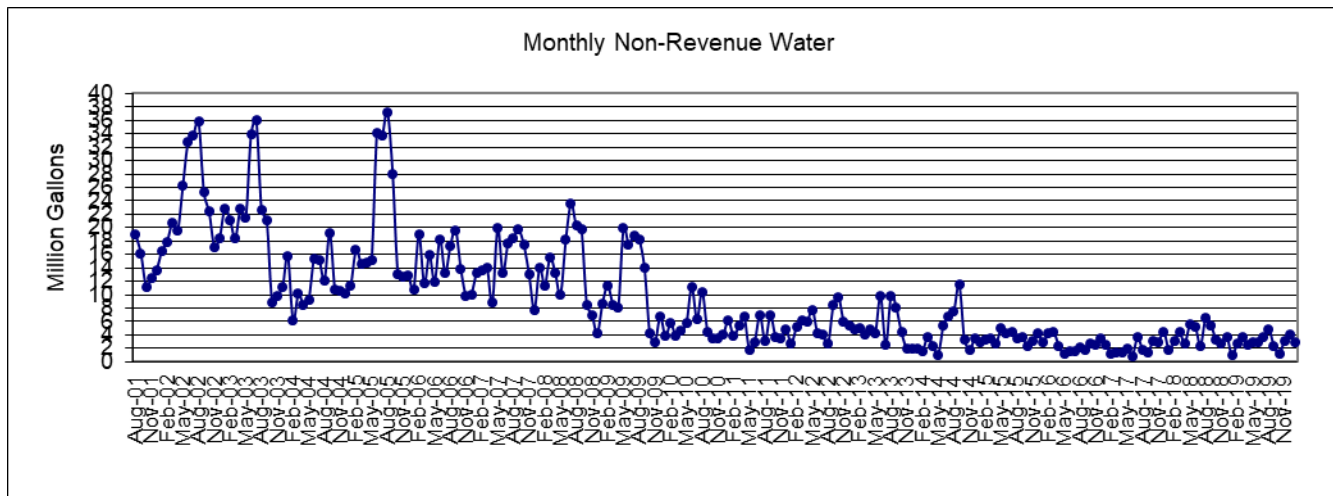
February 2020

Agenda Item: B-1

02-20-2020

- **Water Audit Information**

The water audit for this billing period shows a total of seven percent (7%) or 2.838 million gallons of non-revenue water.



## Laboratory Management

- **Regulatory Compliance**

Laboratory personnel are currently updating processes and record keeping practices to meet the forthcoming regulation changes from state to federal standards. Part of this effort includes the implementation of the Laboratory Information Management System which is currently in the set up and testing phase.

**Wastewater – Treatment & Flow**

- **Wastewater Treatment**

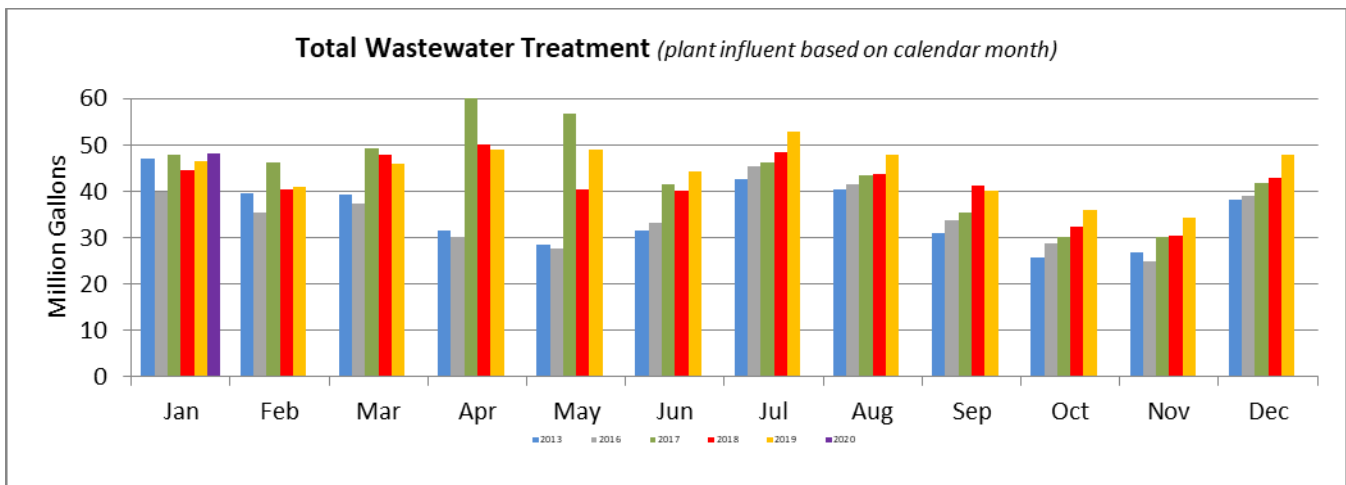
Treated wastewater discharged from the facility met all water quality standards for the month as established by the State Water Quality Control Board. Staff is currently working with the Lahontan Regional Water Quality Control Board on our revised waste discharge requirements and potential infrastructure upgrade. This process will be ongoing over the coming months.

- **Wastewater Flows**

The total volume of wastewater treated during the month of January was 48,191,000 gallons. This results in an average volume of 1.55 million gallons per day of wastewater influent.

- **Recycled Water**

Recycled water production has concluded for the season.



- **Industrial Users**

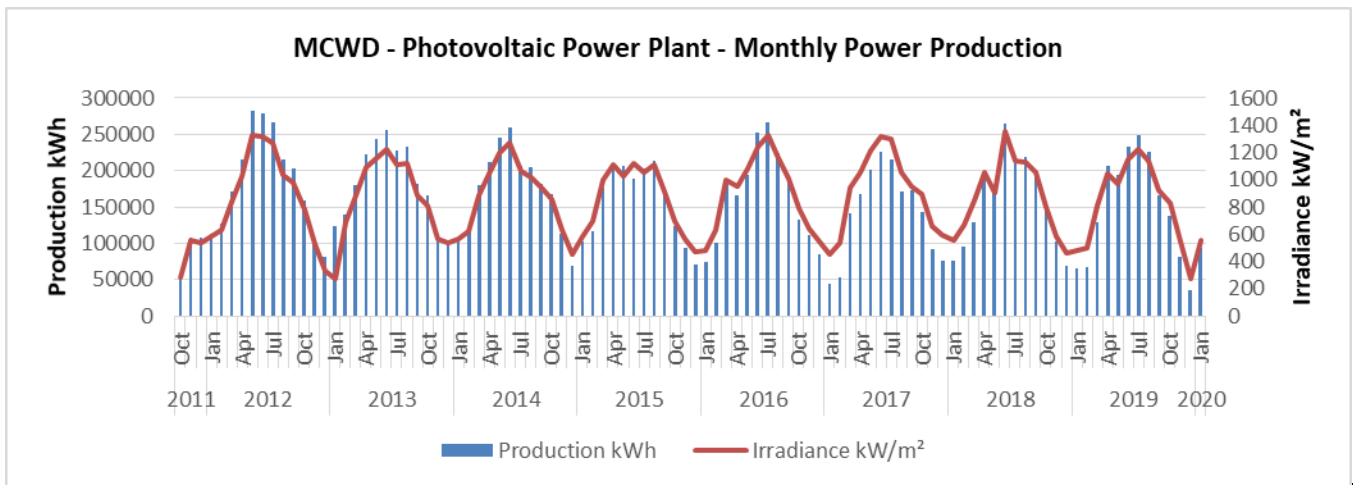
Currently the Wastewater and Engineering staff are working on identifying potential industrial users and ensure current industrial users are compliant with our requirements.

Mammoth Brewing Company has not crossed the threshold and qualified as an industrial user since August 2018.

**Photovoltaic Power Plant Operations & Total District Electrical Usage**

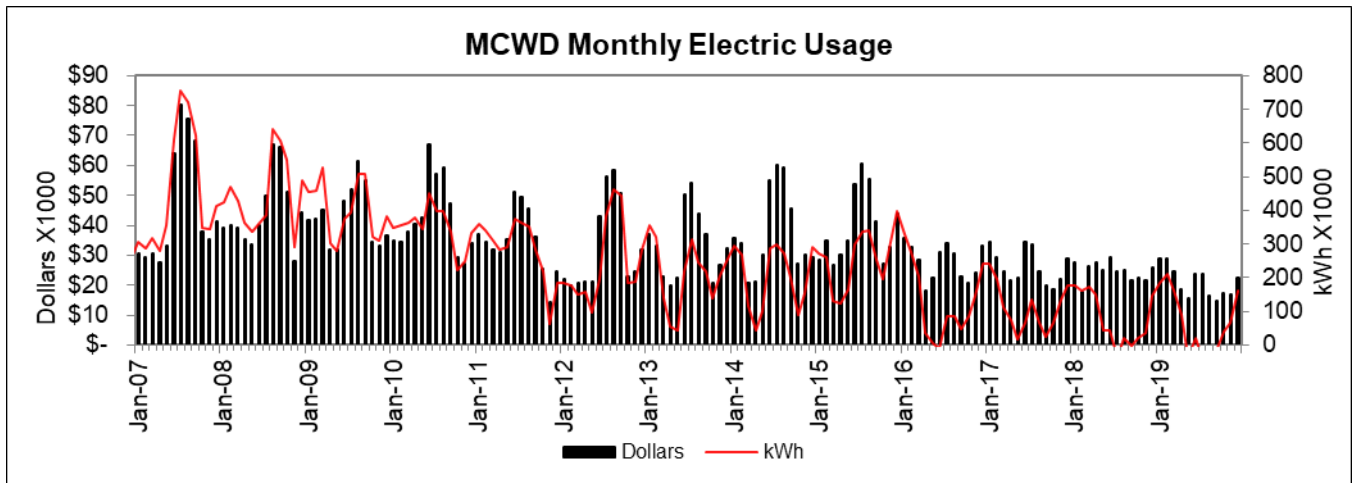
• **Solar plant production**

The total kilowatt hours of energy produced for the month of January was 94,410 kWh. The irradiance for January was 15% more than January 2019 while the solar energy production increased by 44%. The tracking system was repaired and online in January.



• **Total electrical energy use**

Monthly energy usage chart for the past 12 years through December 2019. The monthly total includes all District facilities (34 electric meters) for all water, wastewater, and administrative uses.



## **Report Summary**

The Maintenance Department's main focus for the month of January was metering system repairs and taking advantage of the good weather to get a jump start on the maintenance department's annual goals for collection system and water distribution system maintenance and inspections.

## **Wastewater Treatment Plant and Recycled Water Maintenance**

- Performed daily and weekly preventive maintenance inspections
- Pulled and remove debris from a clogged pump on the grit removal system
- Installed new chlorine cylinder scales
- Installed cable for new chlorine room scales to communicate with SCADA
- Installed grounding system on chlorine crane, bringing it up to code
- Replaced roto-meter on the chlorine system
- Repaired step screens on the trash removal system
- Maintenance staff continued working with Operations and Engineering on developing a project for installing improved sludge dewatering equipment

## **Solar Power Plant Maintenance**

- Performed general visual inspections and repairs

## **Surface Water Treatment Plant and Related Facilities Maintenance**

- Performed preventive maintenance inspections
- Modified and tested a new filter control code at LMWTP

## **Groundwater Treatment Plant and Related Facilities Maintenance**

- Performed daily and weekly preventive maintenance inspections
- Investigated solutions for leaking air strippers at GWTP #1
- Repaired overhead door at GWTP #2

## **Water Distribution System Operations & Maintenance**

- Performed weekly inspections at the pressure reducing stations
- Performed monthly tank inspections
- Performed annual maintenance on control valves at the Bluffs, Timberidge and Juniper pump stations
- Performed inspections for Tank T-5 rehab, installed the Solarbee mixer and replaced the communications system battery
- Valve exercising continued with 32 valves being exercised in 2020. This brought maintenance crews to 9% of their annual goal for 2020. The District has 1,919 valves which are on a five year exercising rotation with 30 critical valves being exercised annually.

- Air relief valve inspections continued with 16 valves being inspected in 2020. This brings maintenance crews to 76% of their annual goal. The District has 109 air relief valves which are inspected on a five year rotating basis.
- Fire hydrant inspections continued with 54 hydrants inspected in 2020. This brought maintenance crews to 19% of their annual goal for 2020. There are 559 fire hydrants in the system, which are inspected on a two year rotating basis.
- Quarterly water mainline flushing for 44 areas within the Water Distribution System, where crews have identified dead end lines, continued for 2020. The Line Maintenance department is at 25% of their annual goal for 2020.
- Mapped meters which had been relocated during replacement of the water service laterals
- Performed 88 metering system repairs
- Delivered 9 - 48hr disconnect notices for non-payment, turned 3 meters off and 1 meter back on
- Adjusted control valves as needed for area specific water usage changes and surface/groundwater distribution system balance and repaired a leak on the pilot systems at Mammoth Green and Old Public pressure reducing stations
- Cross Connection Control Program work continues in 2020 which includes site surveys, new backflow prevention assembly tests, data entry, and customer service phone calls. The District presently tracks 903 sites with 1,752 assemblies.
- Maintenance crews responded to 9 customer service calls to assist customers with no water issues, turning water off for repairs and leak detection efforts

### **Wastewater Collection System Operations & Maintenance**

- Performed weekly inspections of the lift stations and force mains
- Sewer five year rotating scheduled cleanings and inspections continued with 7,239' of pipe cleaned in 2020. This brought Line Maintenance crews to 10% of their annual goal for 2019. There are 361,627' of sewer lines on this schedule.
- Sewer quarterly and bi-annual rotating scheduled cleanings and inspections continued with 5,893' of pipe cleaned in 2020. This brought Line Maintenance crews to 16% of their annual goal for 2020. There are 38,030' of sewer lines on this schedule. This schedule includes identified sewer lines that are in need of enhanced maintenance. Sewer lines on this schedule get cleaned two to four times a year. Some lines also have minimizer pumps that inject a grease emulsifier several times a day to help keep grease in suspension.
- The Line Maintenance crew made several repairs to manholes damaged by snow removal equipment. Many of these manholes will require full rehabilitation when weather allows.
- Maintenance crews responded to a sewer blockage call on Ranch Road. The crews investigated and identified the problem in the customer's sewer lateral and cleared the blockage from a nearby manhole.
- Maintenance crews responded to a sewer problem on Forest Trail where a plumber was concerned that his sewer snake was stuck in the District's main line. District crews cleared the blockage in the private sewer lateral and verified the main line was clear.

### **Special Projects/Programs**

**Summer Construction:** Maintenance and engineering staff are working on project and schedule development for the upcoming summer construction season.



# MAMMOTH COMMUNITY WATER DISTRICT

Agenda Item: B-2

## Maintenance Department Report

02-20-2020

February 2020

---

### Fats, Oil and Grease (FOG) Program: Inspections continued in January

	Total Active FSEs	Exempted FSEs	Goslyn Traps	Conventional Grease Traps	Interceptors	Garbage Disposals	Violations
2018 Totals	77	17	13	30	10	2	7
2019 Totals	83	21	23	26	10	2	4
2020 Totals	83	21	21	26	11	2	0

### Departmental

- Departments held weekly safety meetings
- Performed weekly vehicle maintenance
- Performed general maintenance on District buildings and grounds
- Maintenance departments continued to assist the Operations Department with stand-by duties

### General

- Marked water and sewer lines in response to USA calls

#### **Financial Update**

Revenue and expenses continue to follow the established trends with one notable exception:

- The property tax January payment was approximately 11% higher than budgeted due to increased assessed valuations.

Finance met with department managers, supervisors, and capital project managers in order to confirm and refine the submitted operating and capital budget information. The draft budget will be revised based on Board input at the February 20<sup>th</sup> meeting and presented for final adoption at the March regular Board meeting.

The District continues to evaluate enterprise software solutions. Product demos are scheduled in February and March and will include all affected District staff.

Work on the wastewater rate study has been on pause as other projects have taken precedence. Finance staff will continue engagement with Raftelis and work towards a new wastewater rate structure to be implemented in the spring.

Significant expenditures for the month include:

- \$28,132 to the US Geological Survey for quarterly well monitoring
- \$213,964 to complete the Tank 5 Rehab project
- \$19,036 to the Forest Service for annual Special Use Permits

#### **Graphs and Tables**

Details on capital expenditures are listed in Table A, operation expenses in Table B, fund balances in Table C, utility bill aging in Table D, and cash balance projection in Table E, followed by a summary of the District's investment portfolio including the monthly report of transactions.

Summary graphs of revenue and expenses are presented on the following pages.

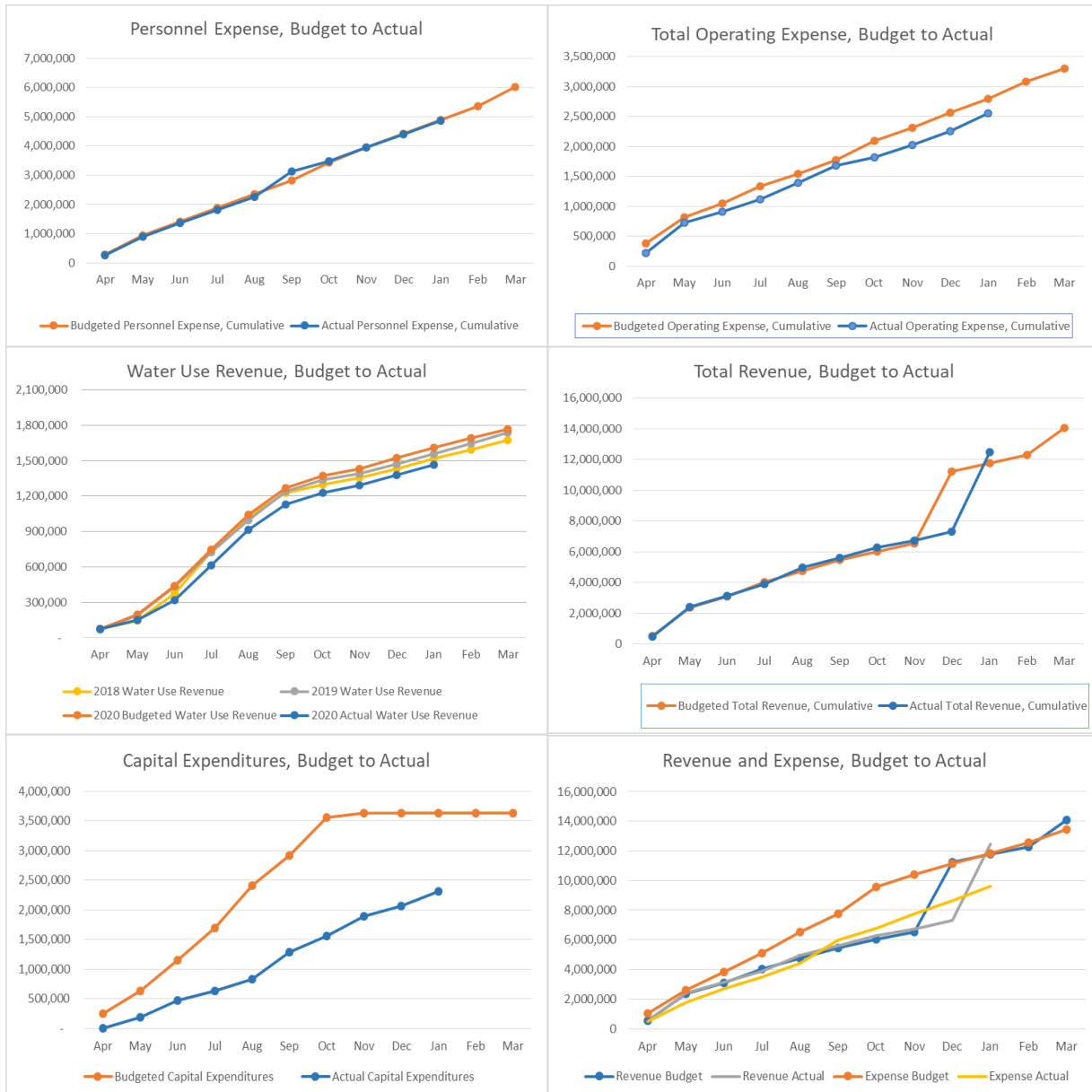
# MAMMOTH COMMUNITY WATER DISTRICT

Agenda Item: B-3

## Finance Department Report

2/20/2020

February, 2020



**MAMMOTH COMMUNITY WATER DISTRICT**  
**Finance Department Report**  
**February, 2020**

Agenda Item: B-3  
 2/20/2020

**Financial Reports**

**Table A Capital Project Management**

Capital Funds Project Summary			
Fiscal Year: 2020			
Spending through January 2020			
<b>PROJECT DESCRIPTION</b>	<b>BRE</b>	<b>FY 2020 Budget</b>	<b>FY 2020 YTD Expenditure</b>
East Lk Mary Lift Station Rehab	22	67,697	50,250
Laurel Pond Monitoring Wells	21	165,108	16,158
WWTP Main PLC Upgrade	21	183,880	185,170
WWTP Back-up Power and battery UPS	21	297,518	16,524
Well 32	21	1,679,089	227,830
Rehab Primary Clarifier #2	20	39,574	30,455
Sewer Line Rehab FY 2020	18	345,982	289,212
WTP Arc Flash Study	17	95,000	21,537
Distribution System Improvements FY 2020	17	315,499	504,364
Tamarack Lift Station Rehab	13	67,697	55,221
WWTP Grit removal	13	205,550	289,317
Shady Rest/Rainbow Lift Stations Rehab			32,113
Geothermal Monitoring Well			1,177
LMTP Improvements		10,000	6,163
Update Groundwater Model		150,000	9,596
Wastewater Cost of Service Study		25,000	11,883
Connection Fee/Permit Fee Study		40,000	13,192
Rehab/Replace Admin Bldg		50,000	16,473
Tank 5 Rehab		270,000	324,634
Replacement Well Site Eval/Land			6,144
Capital Equipment			
Fuel dispenser replacements		20,000	
Tracked side-by-side snow vehicle		35,000	31,478
LIMS		40,000	13,146
Jackhammer attachment		9,360	9,860
T-6 Control Valves		21,000	21,774
College Vault PRV			9,860
Mobile Backup Power System			114,683
Meter Data Collector Radio Upgrade			7,543
<b>Total Capital Projects and Equipment</b>		<b>4,132,953</b>	<b>2,315,753</b>

BRE = Business Risk Exposure

**MAMMOTH COMMUNITY WATER DISTRICT**  
**Finance Department Report**  
**February, 2020**

Agenda Item: B-3  
 2/20/2020

**Table B Revenue and Expenses**

Account	YTD Actual	YTD Budget	Better/Worse	% Diff
Billing - Water Usage	1,466,808	1,612,484	(145,676)	-9.0%
Water Base Rates	1,511,831	1,504,167	7,664	0.5%
Wastewater Base Rates	2,336,292	2,343,167	(6,874)	-0.3%
Engineering Revenue	50,667	38,583	12,083	31.3%
Miscellaneous Revenue	167,549	160,583	6,966	4.3%
Permits - Connection Fees	250,972	197,833	53,139	26.9%
Taxes and Assessments	6,023,335	5,518,920	504,415	9.1%
Interest Income	672,824	380,000	292,824	77.1%
<b>Total Revenue</b>	<b>12,480,278</b>	<b>11,755,738</b>	<b>724,540</b>	<b>6.2%</b>
Salaries & Wages	3,088,079	3,040,311	(47,767)	-1.6%
Salaries & Wages - Board Members	16,315	20,833	4,518	21.7%
Salaries & Wages - Capital	117,361	166,935	49,574	29.7%
Employee Benefits - Group Insu	841,159	846,788	5,630	0.7%
Employee Benefits - Pension	678,451	697,680	19,229	2.8%
Employee Benefits - Workers Co	68,670	76,993	8,324	10.8%
Employer Paid Taxes	47,094	47,529	435	0.9%
<b>Total Personnel Expense</b>	<b>4,857,128</b>	<b>4,897,069</b>	<b>39,942</b>	<b>0.8%</b>
Employee Engagement	12,822	15,250	2,428	15.9%
Ee Ben. PPE Unif Other	14,580	13,417	(1,163)	-8.7%
Outside Services/Contractual	72,326	97,438	25,112	25.8%
Property Tax Admin. Fee	210,040	188,000	(22,040)	-11.7%
Sludge Disposal	150,906	175,000	24,094	13.8%
Software Licenses	96,140	95,421	(719)	-0.8%
IT Services	37,505	48,667	11,162	22.9%
Banking Fees	31,207	32,417	1,209	3.7%
Professional Services	238,230	260,013	21,784	8.4%
Outside Lab Services	35,738	41,875	6,137	14.7%
Employee Housing Expenses	41,885	45,883	3,998	8.7%
Operating Tools	41,455	24,667	(16,789)	-68.1%
Gasoline	31,968	28,750	(3,218)	-11.2%
Diesel Fuel	26,714	11,333	(15,381)	-135.7%
Insurance	132,014	150,000	17,986	12.0%
Legal Services	100,905	102,500	1,595	1.6%
M & R - Line Repair/Equipment	189,915	202,967	13,051	6.4%
M & R - Buildings	71,167	89,708	18,542	20.7%
M & R - Vehicles	120,827	61,625	(59,202)	-96.1%
Memberships/Certifications	38,415	42,063	3,648	8.7%
Permit Materials	11,359	25,000	13,641	54.6%
Operating Chemicals	128,491	135,242	6,751	5.0%
Operating Supplies	78,973	96,750	17,777	18.4%
Computer Systems/Equipment	37,099	45,833	8,734	19.1%
Postage/Freight	8,226	7,767	(459)	-5.9%
Advertising Publications & PR	14,812	19,375	4,563	23.6%
Books & Subscriptions	428	2,697	2,269	84.1%
Safety	13,616	18,758	5,143	27.4%
Permits & Licensing	72,465	68,542	(3,923)	-5.7%
Settlement Costs	161,730	162,000	270	0.2%
Telephone	35,497	34,083	(1,413)	-4.1%
Training & Meetings	22,583	44,313	21,729	49.0%
Travel Expenses	28,765	51,854	23,089	44.5%
Bank Reconciliation over/short	(158)	N/A		
Utilities-Electric	159,402	239,583	80,181	33.5%
Utilities-Propane	19,342	33,000	13,658	41.4%
Water Conservation	63,224	87,500	24,276	27.7%
<b>Total Operating Expense</b>	<b>2,550,612</b>	<b>2,799,289</b>	<b>248,519</b>	<b>8.9%</b>

# MAMMOTH COMMUNITY WATER DISTRICT

Agenda Item: B-3

## Finance Department Report

2/20/2020

### February, 2020

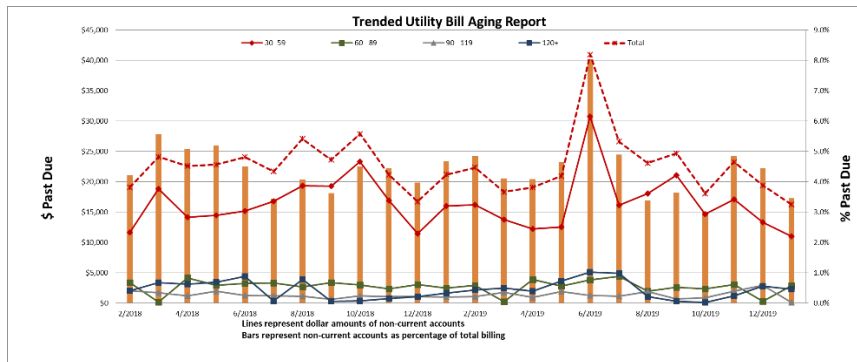
**Table C Fund Balance**

	Operating Funds			Capital R&R Funds		
	10 Admin	20 Water	30 Wastewater	21 Admin	22 Water	23 Wastewater
<b>Cash Total</b>	120,212	1,062,065	1,651,812	3,035,358	8,789,844	5,324,923
<b>Current Assets</b>	494,326	304,548	158,642	-	(102,530)	(73,786)
<b>Non-current Assets</b>	-	-	-	-	-	-
<b>Capital Assets</b>	619	1,167	-	2,031,790	34,634,069	15,581,033
<b>Total Assets</b>	615,157	1,367,779	1,810,454	5,067,148	43,321,383	20,832,169
<b>Current Liabilities</b>	(94,843)	21,791	9,076	-	(31,126)	24,484
<b>Non-current Liabilities</b>	(336,860)	(197,454)	(217,675)	-	-	-
<b>Assets - Liabilities</b>	183,454	1,192,117	1,601,855	5,067,148	43,290,257	20,856,653
<b>Available Fund Balance</b>	25,369	1,083,856	1,660,887	3,035,358	8,758,718	5,349,406
<b>Target Fund Balance</b>	190,000	1,160,000	1,260,000	3,000,000	5,964,000	3,348,000

	Capital Expansion Funds			Other Funds		Total
	31 Admin	32 Water	33 Wastewater	96 Enterprise	98 LADWP	
<b>Cash Total</b>	1,519,246	1,045,160	288,391	214,494	316,176	23,440,884
<b>Current Assets</b>	-	(30)	-	11,701	-	792,872
<b>Non-current Assets</b>	-	-	-	2,887,158	-	2,887,158
<b>Capital Assets</b>	5,436	10,557,292	4,903,382	1,263,530	-	68,978,318
<b>Total Assets</b>	1,524,682	11,602,423	5,191,773	4,376,883	316,176	96,099,232
<b>Current Liabilities</b>	-	(201)	35	(6,610)	-	(77,394)
<b>Non-current Liabilities</b>	-	-	-	-	-	(751,988)
<b>Assets - Liabilities</b>	1,524,682	11,602,222	5,191,808	4,370,273	316,176	95,269,849
<b>Available Fund Balance</b>	1,519,246	1,044,959	288,426	207,884	316,176	23,363,490
<b>Target Fund Balance</b>	1,500,000	870,000	163,000	1,000,000	220,000	18,748,101

Available fund balance equals cash – current liabilities.

**Table D Trended Utility Bill Aging Report**



The total amount past due is \$16,236 as of January 31, 2020.

# MAMMOTH COMMUNITY WATER DISTRICT

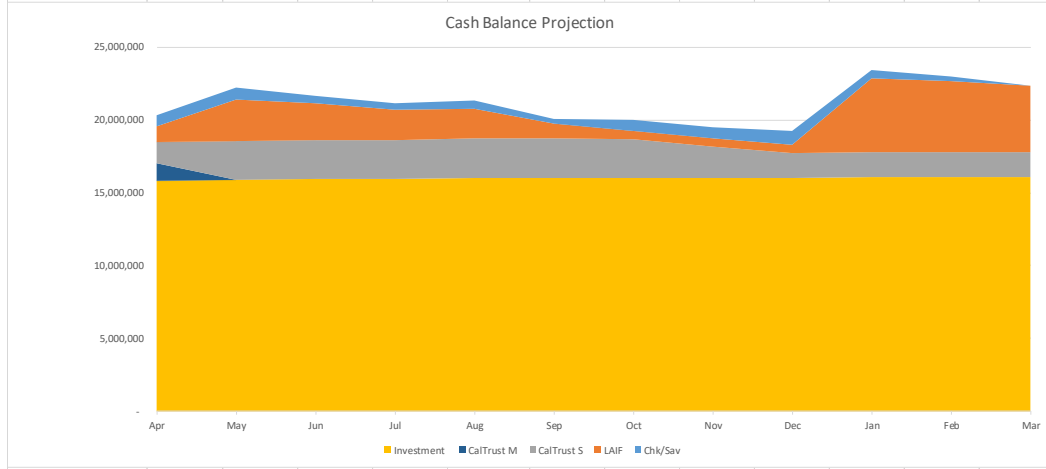
## Finance Department Report

### February, 2020

Agenda Item: B-3  
2/20/2020

**Table E Cash Balance Projection**

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Chk/Sav	773,550	856,870	497,249	497,956	575,164	287,461	737,292	747,052	967,402	560,321	319,547	3,981
LAIF	1,044,222	2,844,222	2,544,222	2,057,832	2,057,832	1,057,832	569,904	569,904	569,904	5,073,202	4,873,202	4,573,202
CalTrust S	1,506,850	2,664,619	2,673,096	2,676,324	2,684,088	2,689,111	2,696,664	2,200,578	1,703,739	1,706,476	1,706,476	1,706,476
CalTrust M	1,154,475	-	-	-	-	-	-	-	-	-	-	-
Investment	15,851,660	15,875,292	15,968,302	15,952,739	16,049,368	16,030,127	16,018,355	16,008,709	16,003,318	16,086,609	16,086,609	16,086,609
<b>Total</b>	<b>20,330,757</b>	<b>22,241,003</b>	<b>21,682,869</b>	<b>21,184,852</b>	<b>21,366,452</b>	<b>20,064,531</b>	<b>20,022,216</b>	<b>19,526,243</b>	<b>19,244,363</b>	<b>23,426,607</b>	<b>22,985,833</b>	<b>22,370,268</b>



Mammoth Community Water District  
Account #10652

### Portfolio Summary

As of January 31, 2020



**PORTFOLIO CHARACTERISTICS**

Average Modified Duration	2.02
Average Coupon	2.30%
Average Purchase YTM	2.18%
Average Market YTM	1.59%
Average S&P/Moody Rating	AA/Aa2
Average Final Maturity	3.37 yrs
Average Life	2.10 yrs

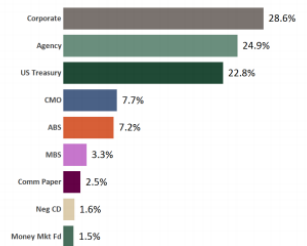
**ACCOUNT SUMMARY**

	Beg. Values as of 12/31/19	End Values as of 1/31/20
Market Value	16,046,937	16,130,228
Accrued Interest	82,578	73,221
<b>Total Market Value</b>	<b>16,129,516</b>	<b>16,203,449</b>
Income Earned	29,339	29,204
Cont/W/D		-30,443
Par	15,831,150	15,830,816
Book Value	15,905,843	15,913,963
Cost Value	15,930,551	15,930,054

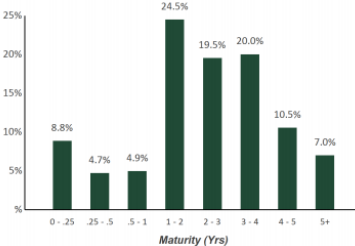
**TOP ISSUERS**

Government of United States	22.8%
Federal National Mortgage Assoc	12.8%
Federal Home Loan Bank	12.5%
Federal Home Loan Mortgage Corp	6.9%
MUFG Bank Ltd/NY	2.5%
Wells Fargo Corp	1.9%
Toyota ABS	1.8%
PNC Financial Services Group	1.6%
<b>Total</b>	<b>62.7%</b>

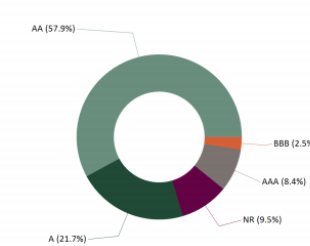
**SECTOR ALLOCATION**



**MATURITY DISTRIBUTION**



**CREDIT QUALITY (S&P)**



**PERFORMANCE REVIEW**

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	1/31/2019
Mammoth Community Water District	0.65%	0.85%	0.65%	4.34%	N/A	N/A	N/A	N/A	N/A
ICE BAML 0-5 Yr US Treasury Index	0.72%	0.80%	0.72%	4.28%	N/A	N/A	N/A	N/A	N/A



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	01/02/2020	31846V203	135.65	First American Govt Obligation Fund Class Y	1.000	1.20%	135.65	0.00	135.65	0.00
Purchase	01/10/2020	3135G0X24	120,000.00	FNIMA Note 1.625% Due 1/7/2025	99.681	1.69%	119,617.20	0.00	119,617.20	0.00
Purchase	01/10/2020	31846V203	707.17	First American Govt Obligation Fund Class Y	1.000	1.20%	707.17	0.00	707.17	0.00
Purchase	01/10/2020	31846V203	481.90	First American Govt Obligation Fund Class Y	1.000	1.20%	481.90	0.00	481.90	0.00
Purchase	01/12/2020	31846V203	1,815.00	First American Govt Obligation Fund Class Y	1.000	1.20%	1,815.00	0.00	1,815.00	0.00
Purchase	01/15/2020	31846V203	170.00	First American Govt Obligation Fund Class Y	1.000	1.20%	170.00	0.00	170.00	0.00
Purchase	01/15/2020	31846V203	201.04	First American Govt Obligation Fund Class Y	1.000	1.20%	201.04	0.00	201.04	0.00
Purchase	01/15/2020	31846V203	115.00	First American Govt Obligation Fund Class Y	1.000	1.20%	115.00	0.00	115.00	0.00
Purchase	01/15/2020	31846V203	248.34	First American Govt Obligation Fund Class Y	1.000	1.20%	248.34	0.00	248.34	0.00
Purchase	01/15/2020	31846V203	677.76	First American Govt Obligation Fund Class Y	1.000	1.20%	677.76	0.00	677.76	0.00
Purchase	01/15/2020	31846V203	768.61	First American Govt Obligation Fund Class Y	1.000	1.20%	768.61	0.00	768.61	0.00
Purchase	01/15/2020	31846V203	555.74	First American Govt Obligation Fund Class Y	1.000	1.20%	555.74	0.00	555.74	0.00
Purchase	01/15/2020	31846V203	419.45	First American Govt Obligation Fund Class Y	1.000	1.20%	419.45	0.00	419.45	0.00
Purchase	01/15/2020	31846V203	637.87	First American Govt Obligation Fund Class Y	1.000	1.20%	637.87	0.00	637.87	0.00
Purchase	01/15/2020	31846V203	542.52	First American Govt Obligation Fund Class Y	1.000	1.20%	542.52	0.00	542.52	0.00
Purchase	01/15/2020	31846V203	7,900.59	First American Govt Obligation Fund Class Y	1.000	1.20%	7,900.59	0.00	7,900.59	0.00





Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	01/15/2020	31846V203	20,795.18	First American Govt Obligation Fund Class Y	1.000	1.20%	20,795.18	0.00	20,795.18	0.00
Purchase	01/15/2020	31846V203	16,908.16	First American Govt Obligation Fund Class Y	1.000	1.20%	16,908.16	0.00	16,908.16	0.00
Purchase	01/17/2020	31846V203	615.01	First American Govt Obligation Fund Class Y	1.000	1.20%	615.01	0.00	615.01	0.00
Purchase	01/19/2020	31846V203	6,656.25	First American Govt Obligation Fund Class Y	1.000	1.20%	6,656.25	0.00	6,656.25	0.00
Purchase	01/21/2020	31846V203	625,000.00	First American Govt Obligation Fund Class Y	1.000	1.20%	625,000.00	0.00	625,000.00	0.00
Purchase	01/21/2020	31846V203	5,078.13	First American Govt Obligation Fund Class Y	1.000	1.20%	5,078.13	0.00	5,078.13	0.00
Purchase	01/21/2020	31846V203	129.33	First American Govt Obligation Fund Class Y	1.000	1.20%	129.33	0.00	129.33	0.00
Purchase	01/21/2020	31846V203	2,880.00	First American Govt Obligation Fund Class Y	1.000	1.20%	2,880.00	0.00	2,880.00	0.00
Purchase	01/22/2020	31846V203	1,300.00	First American Govt Obligation Fund Class Y	1.000	1.20%	1,300.00	0.00	1,300.00	0.00
Purchase	01/23/2020	31846V203	1,562.50	First American Govt Obligation Fund Class Y	1.000	1.20%	1,562.50	0.00	1,562.50	0.00
Purchase	01/24/2020	31846V203	5,119.00	First American Govt Obligation Fund Class Y	1.000	1.20%	5,119.00	0.00	5,119.00	0.00
Purchase	01/27/2020	31846V203	687.50	First American Govt Obligation Fund Class Y	1.000	1.20%	687.50	0.00	687.50	0.00
Purchase	01/27/2020	31846V203	1,441.22	First American Govt Obligation Fund Class Y	1.000	1.20%	1,441.22	0.00	1,441.22	0.00
Purchase	01/27/2020	31846V203	687.19	First American Govt Obligation Fund Class Y	1.000	1.20%	687.19	0.00	687.19	0.00
Purchase	01/27/2020	31846V203	821.04	First American Govt Obligation Fund Class Y	1.000	1.20%	821.04	0.00	821.04	0.00
Purchase	01/27/2020	31846V203	1,067.88	First American Govt Obligation Fund Class Y	1.000	1.20%	1,067.88	0.00	1,067.88	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	01/27/2020	31846V203	1,034.26	First American Govt Obligation Fund Class Y	1.000	1.20%	1,034.26	0.00	1,034.26	0.00
Purchase	01/27/2020	31846V203	778.84	First American Govt Obligation Fund Class Y	1.000	1.20%	778.84	0.00	778.84	0.00
Purchase	01/27/2020	31846V203	588.86	First American Govt Obligation Fund Class Y	1.000	1.20%	588.86	0.00	588.86	0.00
Purchase	01/27/2020	31846V203	2,216.21	First American Govt Obligation Fund Class Y	1.000	1.20%	2,216.21	0.00	2,216.21	0.00
Purchase	01/29/2020	31846V203	1,175.00	First American Govt Obligation Fund Class Y	1.000	1.20%	1,175.00	0.00	1,175.00	0.00
Purchase	01/30/2020	31846V203	100,000.00	First American Govt Obligation Fund Class Y	1.000	1.20%	100,000.00	0.00	100,000.00	0.00
Purchase	01/30/2020	31846V203	1,075.00	First American Govt Obligation Fund Class Y	1.000	1.20%	1,075.00	0.00	1,075.00	0.00
Purchase	01/31/2020	31846V203	7,159.38	First American Govt Obligation Fund Class Y	1.000	1.17%	7,159.38	0.00	7,159.38	0.00
Purchase	01/31/2020	912828VB3	300,000.00	US Treasury Note 1.75% Due 5/15/2023	101.328	1.34%	303,984.38	1,110.58	305,094.96	0.00
Purchase	01/31/2020	912828Y87	300,000.00	US Treasury Note 1.75% Due 7/31/2024	101.734	1.35%	305,203.13	0.00	305,203.13	0.00
<b>Subtotal</b>			<b>1,540,152.58</b>				<b>1,548,957.29</b>	<b>1,110.58</b>	<b>1,550,067.87</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>										
			<b>1,540,152.58</b>				<b>1,548,957.29</b>	<b>1,110.58</b>	<b>1,550,067.87</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Sale	01/10/2020	31846V203	119,617.20	First American Govt Obligation Fund Class Y	1.000	1.20%	119,617.20	0.00	119,617.20	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>DISPOSITIONS</b>										
Sale	01/31/2020	31846V203	610,298.09	First American Govt Obligation Fund Class Y	1.000	1.117%	610,298.09	0.00	610,298.09	0.00
<b>Subtotal</b>			<b>729,915.29</b>				<b>729,915.29</b>	<b>0.00</b>	<b>729,915.29</b>	<b>0.00</b>
Paydown	01/10/2020	17318UAD6	0.00	Citigroup Commercial Mtg Trust 2012-GC8 A4 3.024% Due 9/10/2045	100.000		0.00	481.90	481.90	0.00
Paydown	01/10/2020	36198FAE2	0.00	GS Mortgage Securities Trust 2013-GC14 A5 4.243% Due 8/10/2046	100.000		0.00	707.17	707.17	0.00
Paydown	01/15/2020	02582JHJ2	0.00	American Express Credit Trust 2017-6 A 2.04% Due 5/15/2023	100.000		0.00	170.00	170.00	0.00
Paydown	01/15/2020	161571HE7	0.00	Chase Issuance Trust 2016-A4 A4 1.49% Due 7/15/2022	100.000		0.00	248.34	248.34	0.00
Paydown	01/15/2020	3128MEMN8	589.33	FHLMC FG G15565 3% Due 10/1/2030	100.000		589.33	88.43	677.76	0.00
Paydown	01/15/2020	3128PTJY2	751.32	FHLMC FG J13879 3.5% Due 12/1/2020	100.000		751.32	17.29	768.61	0.00
Paydown	01/15/2020	3128PTM85	540.06	FHLMC FG J13983 3.5% Due 1/1/2021	100.000		540.06	15.68	555.74	0.00
Paydown	01/15/2020	31307PEF2	347.88	FHLMC FG J32834 2.5% Due 9/1/2030	100.000		347.88	71.57	419.45	0.00
Paydown	01/15/2020	31307PNB1	508.88	FHLMC FG J33086 3% Due 11/1/2030	100.000		508.88	128.99	637.87	0.00
Paydown	01/15/2020	3132KFBZ4	436.66	FHLMC FG V60956 2.5% Due 9/1/2030	100.000		436.66	105.86	542.52	0.00
Paydown	01/15/2020	43811BAC8	7,800.71	Honda Auto Receivables Trust 2017-2 A3 1.68% Due 8/16/2021	100.000		7,800.71	99.88	7,900.59	0.00
Paydown	01/15/2020	65478WAE5	0.00	Nissan Auto Receivables Trust 2016-C A4 1.38% Due 1/17/2023	100.000		0.00	115.00	115.00	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>DISPOSITIONS</b>										
Paydown	01/15/2020	65479JAD5	0.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	100.000		0.00	201.04	201.04	0.00
Paydown	01/15/2020	89237WAE7	20,650.28	Toyota Auto Receivables Trust 2016-C A4 1.32% Due 11/15/2021	100.000		20,650.28	144.90	20,795.18	0.00
Paydown	01/15/2020	89238KAD4	16,589.12	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	100.000		16,589.12	319.04	16,908.16	0.00
Paydown	01/17/2020	61762MBW0	0.00	Morgan Stanley BAML Trust 2013-C10 A4 Due 7/15/2046	100.000		0.00	615.01	615.01	0.00
Paydown	01/21/2020	17305EFM2	0.00	Citibank Credit Card Issuance 2014-A1 A1 2.88% Due 1/23/2023	100.000		0.00	2,880.00	2,880.00	0.00
Paydown	01/21/2020	92348AAA3	0.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	100.000		0.00	129.33	129.33	0.00
Paydown	01/27/2020	3137B3NX2	0.00	FHLMC K031 A2 Due 4/25/2023	100.000		0.00	687.50	687.50	0.00
Paydown	01/27/2020	3137BFDQ1	508.31	FHLMC K717 A2 2.991% Due 9/25/2021	100.000		508.31	932.91	1,441.22	0.00
Paydown	01/27/2020	3138ETA55	589.86	FNMA FN AL8127 2% Due 1/1/2031	100.000		589.86	97.33	687.19	0.00
Paydown	01/27/2020	3138WE3R8	707.22	FNMA FN AS5307 3% Due 7/1/2030	100.000		707.22	113.82	821.04	0.00
Paydown	01/27/2020	3138WE5U9	956.66	FNMA FN AS5358 3% Due 7/1/2030	100.000		956.66	111.22	1,067.88	0.00
Paydown	01/27/2020	3138YDA58	955.98	FNMA FN AY0016 2.5% Due 1/1/2030	100.000		955.98	78.28	1,034.26	0.00
Paydown	01/27/2020	3138YR6T0	662.39	FNMA FN AZ0881 2.5% Due 7/1/2030	100.000		662.39	116.45	778.84	0.00
Paydown	01/27/2020	3138YTM78	486.67	FNMA FN AZ2169 2.5% Due 7/1/2030	100.000		486.67	102.19	588.86	0.00
Paydown	01/27/2020	31418BLL8	2,047.52	FNMA FN MIA2130 3.5% Due 12/1/2029	100.000		2,047.52	168.69	2,216.21	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>DISPOSITIONS</b>										
<b>Subtotal</b>			<b>55,128.85</b>				<b>55,128.85</b>	<b>8,947.82</b>	<b>64,076.67</b>	<b>0.00</b>
Maturity	01/21/2020	3135G0A78	625,000.00	FNMA Note 1.625% Due 1/21/2020	100.000		625,000.00	0.00	625,000.00	0.00
Maturity	01/30/2020	94974BGF1	100,000.00	Wells Fargo Corp Note 2.15% Due 1/30/2020	100.000		100,000.00	0.00	100,000.00	0.00
<b>Subtotal</b>			<b>725,000.00</b>				<b>725,000.00</b>	<b>0.00</b>	<b>725,000.00</b>	<b>0.00</b>
Security Withdrawal	01/02/2020	31846V203	28,006.48	First American Govt Obligation Fund Class Y	1.000		28,006.48	0.00	28,006.48	0.00
Security Withdrawal	01/02/2020	31846V203	133.42	First American Govt Obligation Fund Class Y	1.000		133.42	0.00	133.42	0.00
Security Withdrawal	01/06/2020	31846V203	1,500.00	First American Govt Obligation Fund Class Y	1.000		1,500.00	0.00	1,500.00	0.00
Security Withdrawal	01/29/2020	31846V203	133.73	First American Govt Obligation Fund Class Y	1.000		133.73	0.00	133.73	0.00
Security Withdrawal	01/29/2020	31846V203	134.11	First American Govt Obligation Fund Class Y	1.000		134.11	0.00	134.11	0.00
Security Withdrawal	01/29/2020	31846V203	133.96	First American Govt Obligation Fund Class Y	1.000		133.96	0.00	133.96	0.00
Security Withdrawal	01/29/2020	31846V203	133.73	First American Govt Obligation Fund Class Y	1.000		133.73	0.00	133.73	0.00
Security Withdrawal	01/29/2020	31846V203	133.86	First American Govt Obligation Fund Class Y	1.000		133.86	0.00	133.86	0.00
Security Withdrawal	01/29/2020	31846V203	133.32	First American Govt Obligation Fund Class Y	1.000		133.32	0.00	133.32	0.00
<b>Subtotal</b>			<b>30,442.61</b>				<b>30,442.61</b>	<b>0.00</b>	<b>30,442.61</b>	<b>0.00</b>
<b>TOTAL DISPOSITIONS</b>			<b>1,540,486.75</b>				<b>1,540,486.75</b>	<b>8,947.82</b>	<b>1,549,434.57</b>	<b>0.00</b>
<b>OTHER TRANSACTIONS</b>										
Interest	01/12/2020	02665WBF7	220,000.00	American Honda Finance Note 1.65% Due 7/12/2021	0.000		1,815.00	0.00	1,815.00	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>OTHER TRANSACTIONS</b>										
Interest	01/19/2020	3135G0T94	350,000.00	FNMA Note 2.375% Due 1/19/2023	0.000		4,156.25	0.00	4,156.25	0.00
Interest	01/19/2020	78012KKU0	200,000.00	Royal Bank of Canada Note 2.5% Due 1/19/2021	0.000		2,500.00	0.00	2,500.00	0.00
Interest	01/21/2020	3135G0A78	625,000.00	FNMA Note 1.625% Due 1/21/2020	0.000		5,078.13	0.00	5,078.13	0.00
Interest	01/22/2020	94974BGM6	100,000.00	Wells Fargo Corp Note 2.6% Due 7/22/2020	0.000		1,300.00	0.00	1,300.00	0.00
Interest	01/23/2020	61744VAN8	100,000.00	Morgan Stanley Note 3.125% Due 1/23/2023	0.000		1,562.50	0.00	1,562.50	0.00
Interest	01/24/2020	06053FAA7	100,000.00	Bank of America Corp Note 4.1% Due 7/24/2023	0.000		2,050.00	0.00	2,050.00	0.00
Interest	01/24/2020	949746SK8	200,000.00	Wells Fargo Company Callable Note 1X 1/24/2023 3.069% Due 1/24/2023	0.000		3,069.00	0.00	3,069.00	0.00
Interest	01/29/2020	91159HHL7	100,000.00	US Bancorp Callable Note 1X 12/29/2020 2.35% Due 1/29/2021	0.000		1,175.00	0.00	1,175.00	0.00
Interest	01/30/2020	94974BGF1	100,000.00	Wells Fargo Corp Note 2.15% Due 1/30/2020	0.000		1,075.00	0.00	1,075.00	0.00
Interest	01/31/2020	912828SZ9	290,000.00	US Treasury Note 2.5% Due 1/31/2024	0.000		3,625.00	0.00	3,625.00	0.00
Interest	01/31/2020	912828V72	325,000.00	US Treasury Note 1.875% Due 1/31/2022	0.000		3,046.88	0.00	3,046.88	0.00
Interest	01/31/2020	912828XM7	60,000.00	US Treasury Note 1.625% Due 7/31/2020	0.000		487.50	0.00	487.50	0.00
<b>Subtotal</b>			<b>2,770,000.00</b>				<b>30,940.26</b>	<b>0.00</b>	<b>30,940.26</b>	<b>0.00</b>



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>OTHER TRANSACTIONS</b>										
Dividend	01/02/2020	31846V203	176,982.16	First American Govt Obligation Fund Class Y	0.000		135.65	0.00	135.65	0.00
<b>Subtotal</b>			<b>176,982.16</b>				<b>135.65</b>	<b>0.00</b>	<b>135.65</b>	<b>0.00</b>
<b>TOTAL OTHER TRANSACTIONS</b>			<b>2,946,982.16</b>				<b>31,075.91</b>	<b>0.00</b>	<b>31,075.91</b>	<b>0.00</b>

### Construction Permits

Construction activity on projects with Construction Permits has resumed on a limited basis as weather conditions allow. Projects with Construction Permit work activity include the Obsidian project. The Obsidian project is a four unit residential project continuing on a new tract map where the former Tallus project left off northeast of Meridian Boulevard and Joaquin Road. Additional units are planned for construction this summer at the Obsidian project. New water and sewer facilities and a realignment of existing water facilities for a new storm drain are covered under this permit.

### District Projects

The District projects with work continuing include:

- *An exploratory borehole at the Snowcreek Golf Course near Ranch Road (Well 32 site).* The borehole drilling and testing can now proceed with the acquisition of additional access rights to the site. The in-house construction crew completed the well development water pipeline and clearing the site in preparation for the drilling contractor to mobilize. The receiver holes were drilled for the sound panel supports in November. Pilot borehole drilling is currently scheduled to begin March 17, 2020 and continue for two weeks. Delays in starting the drilling are the result of the driller's last project in Washington State taking much longer than expected. After the drilling of the pilot hole, one week is planned for geological logging, water quality analysis and test pumping for well design. Once the well design is complete, the pilot hole will be reamed out as needed and the well will be constructed and developed.
- *Well 32 production well.* If the results from the exploratory borehole drilling and testing are positive, a production well including well head, equipment structure and final site grading and landscaping will be constructed at this site starting in the spring of 2020. If results are less than anticipated, then a monitoring well or abandoned well bore will be completed along with the same site restoration.
- *Wastewater Treatment Plant Emergency Power.* The emergency generator located at the Wastewater treatment Plant is currently set up to power one blower that provides air for the aeration basins and power for the operations building. A number of recent upgrades at the plant have reduced the overall power requirements and a consultant has reviewed the ability of the generator to power additional treatment process loads. The review has been documented and a week of load monitoring verifying actual conditions has been completed. Based on this analysis, a project upgrade to the controls and wiring for use of the generator power to support more treatment processes is planned for next fiscal year.
- *Laurel Pond Monitoring Well replacements.* Four shallow groundwater water quality monitoring wells used for regulatory compliance have been evaluated for replacement near Laurel Pond. The 34 year old existing wells are no longer viable due to shallow depth and inundation or poor access caused by pond area enlargement. The replacement wells will be located on higher ground with improved access and drilled deeper for more reliable sampling. The United States Forest Service (USFS) has toured the new well locations with District staff under a cost reimbursement contract prepared by the USFS for staff work on the project. Review by wildlife and archaeological specialists has resulted in the need to relocate three of the wells to less sensitive sites. MCWD is now working with the Lahontan Regional Water Quality Control Board for their approval of the replacement monitoring wells.
- *Monitoring Well BLM2.* The Bureau of Land Management (BLM) obtained a Special Use Permit from the USFS for two wells on the North East corner of the Mammoth Mountain RV Park, BLM1 and BLM2. BLM1, a shallow, dual nested groundwater monitoring well has been constructed and baseline monitoring began



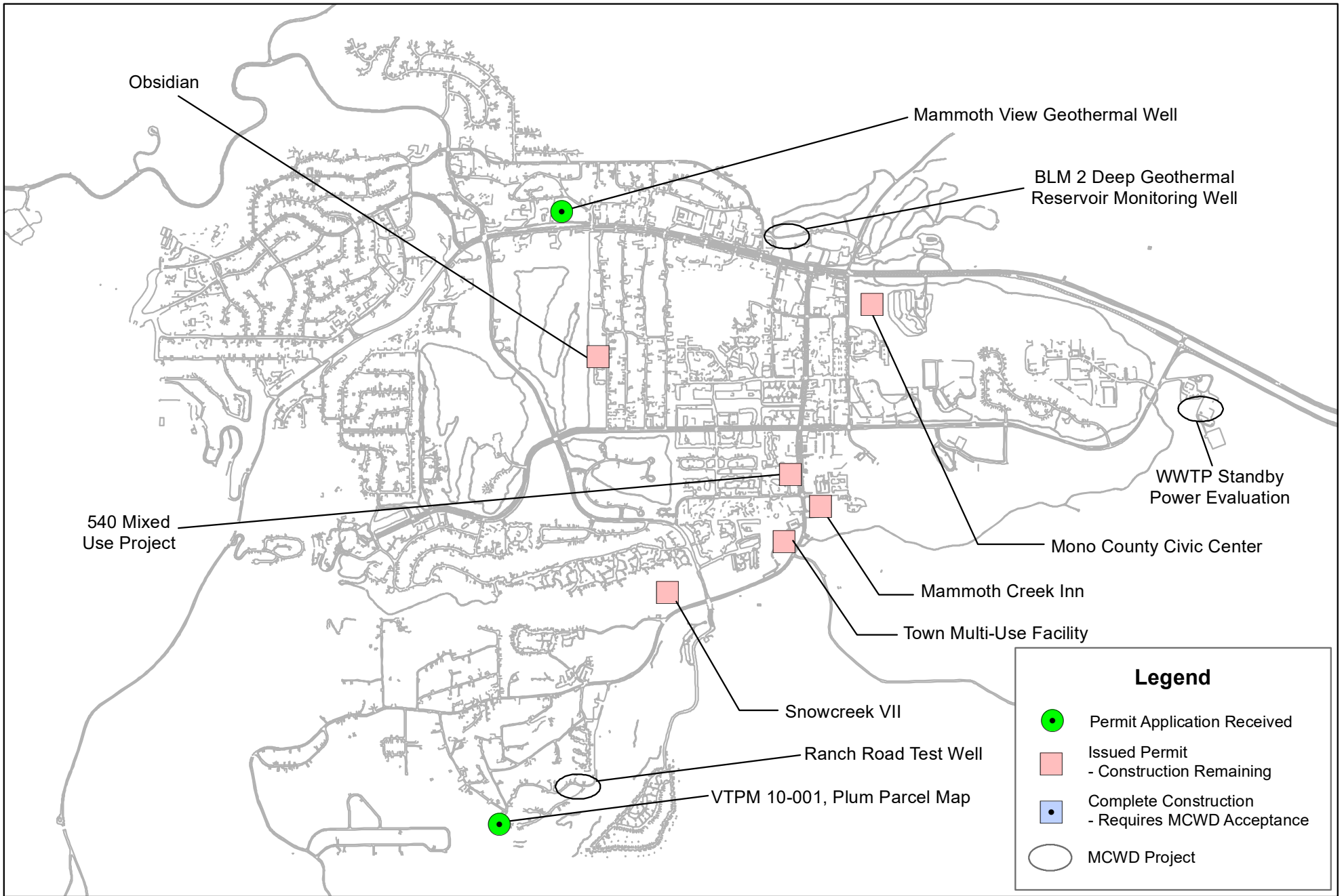
after completing instrumentation of the well in June 2018. A design and drilling plan for BLM2 by the BLM with consultation with the District was partially completed when BLM1 was drilled. With the information obtained from the completion of BLM1, BLM staff conducted further research on past drilling of geothermal wells including two wells a half mile apart on the north and south side of SR 203 near Hwy. 395. The research indicated high variability of temperatures and geology in each of these existing wells over a relatively short distance. Based on their research of the geology in the area, BLM staff concluded that drilling BLM2 at the RV Park site may not reach the geothermal reservoir at the permitted depth. A search for an alternate site was initiated to increase the probability of reaching the geothermal reservoir in BLM2. MCWD agrees with the United States Geologic Survey (USGS) recommendation that a shallow, dual nested groundwater monitoring well also be located near the deep well at the alternate site to monitor the vertical hydraulic gradient in that location. At the August 7, 2019 GMRP meeting the BLM Bishop Field Office Manager said they were pursuing federal funding for construction of a monitoring well pair. He also stated that they want the BLM to be the permittee for the well pair and “we want to do this in the best possible way.” At the GMRP meeting on November 15, 2019 an agenda item to discuss the siting and planning for the BLM2 well pair based on what is known about the geology in the area did not result in a consensus on the preferred location. The USGS presented geologic cross sections describing the geology and proposed completion intervals for a BLM2 well pair at a site west of the USFS employee housing area east of the fire station. MCWD stated that the Fire Station site with a well pair as proposed by the USGS is an acceptable alternative and is the preferred site for the BLM2 well pair. District staff has been researching the monitoring programs for other geothermal projects and attended a technical meeting with stakeholders to consider alternatives considering the latest analysis from USGS. At the GMRP quarterly meeting on February 5, 2020 BLM staff reported that they received some funding and they are pursuing additional funds for construction of a monitoring well pair. Stakeholders are not in agreement on the best location for BLM2, but are supporting BLM’s efforts and discretion on the final project decisions. BLM staff expects to know if they will receive additional funding in several weeks.

### **Connection Permits**

The January 2020 Connection Permit Summary Report is attached. Six permits were issued in January. All six projects did not require additional capacity to the existing water and sewer connections. Water conservation rebate applications continue to be processed by the Permit Official, fourteen rebates were issued in January.

### **Department Activities**

Staff has been provided notice of the Lahontan Regional Water Quality Control Board’s (LRWQCB) intent to review and update the District’s Waste Discharge Requirements (WDR) for effluent from the Wastewater Treatment Plant. Waterworks Engineers (WWE) has been working with staff on the first step of this process which is to produce a draft Report of Waste Discharge (RWD) to submit to the LRWQCB. WWE costs for preparation of the final ROWD are \$30,900 under a task order agreement. The draft RWD is required to be submitted by February 20, 2020 for LRWQCB staff comments. The LRWQCB staff would like to bring the revised and updated WDR to the water board in July 2020. Staff is also preparing a Notice of Intent to the State to operate the recycled water program under a statewide permit rather than the regional permit we have as part of the WDR under the LRWQCB. This will also allow recycled water to be used through the winter for construction water.



Mammoth Community Water District  
 P.O. Box 597, Mammoth Lakes, CA 93546  
 (760) 934-2596 FAX: (760) 934-2143

Construction Permits and Projects - February 2020

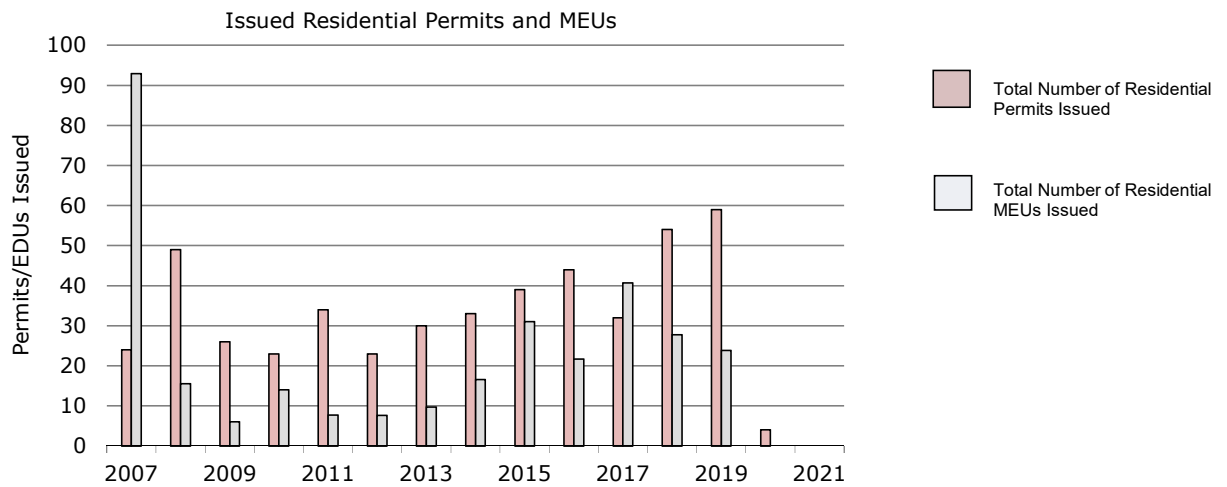
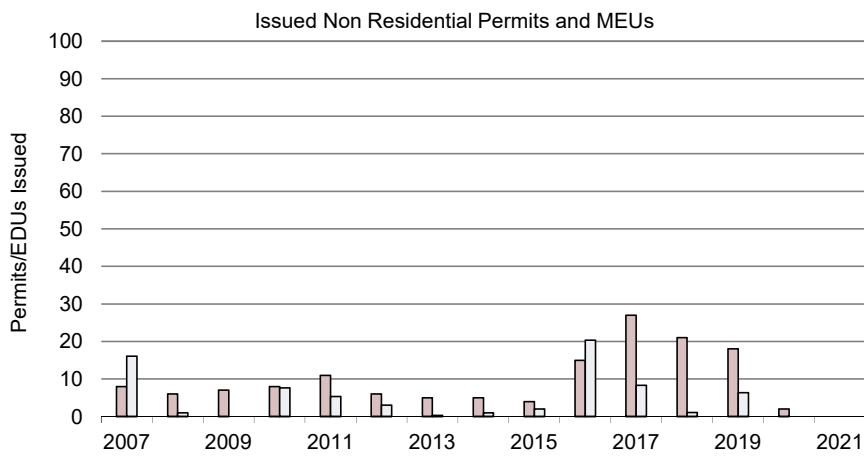
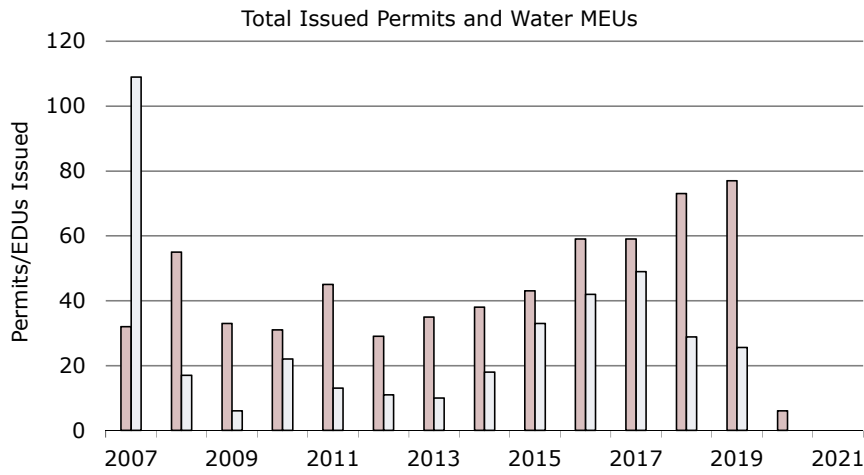
**Engineering Department Report**

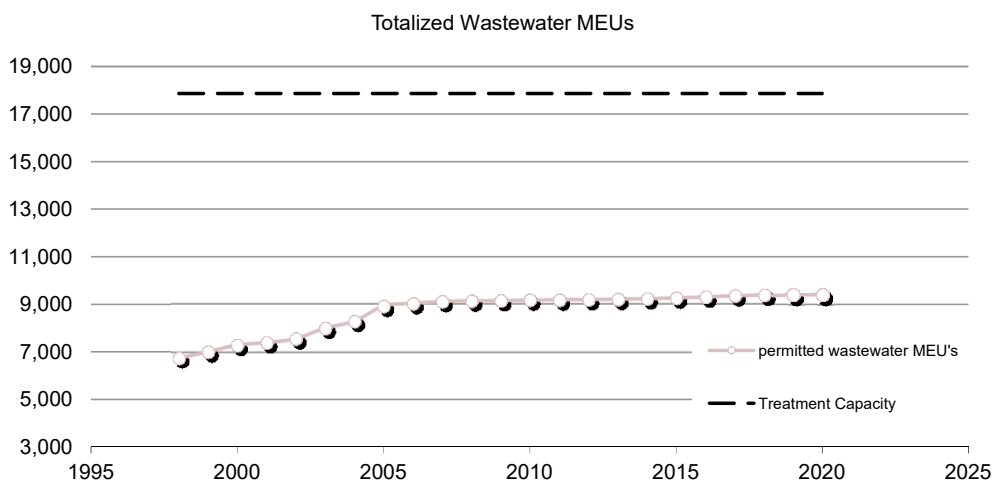
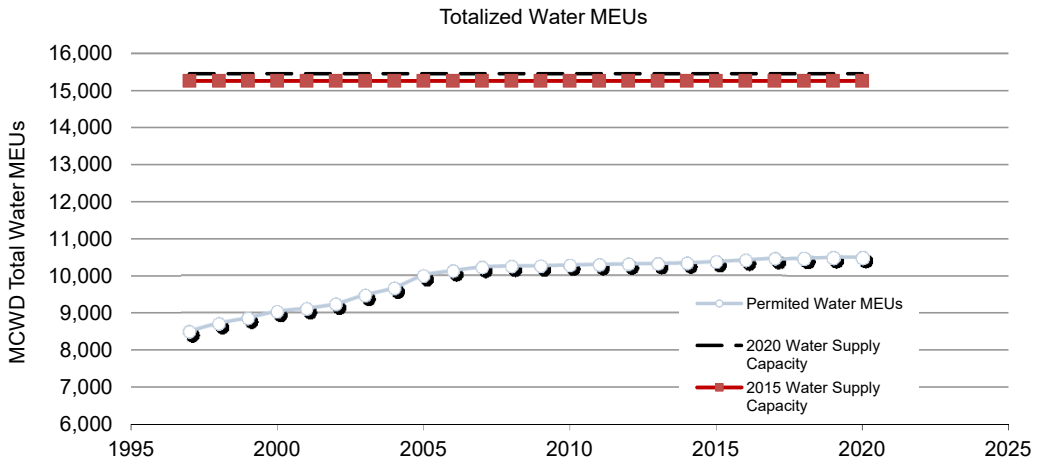


0 500 1,000 2,000 Feet

2020 Permit Summary Report

Project Details													Metric Summaries					
Date	Permit Number	Project Address	Billing Class	Water	WW	Meter Size	Credit	Water MEU	Wastewater MEU	Water Connection Fee	WW Connection Fee	Total Connection Fee	2019 Connection Fee Revenue	2019 Water MEU	2019 WW MEU	Total Water MEU	Total WW MEU	
1/1/2020																	\$ 10,501	\$ 9,388
	5390	Pending					-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	
	5394	Pending					-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	
	5406	Pending					-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	
	5421	Pending					-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	
1/21/2020	5434	540 OMR	DPX	Yes	Yes	Existing	-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	
1/21/2020	5435	540 OMR	SGL	Yes	Yes	Existing	-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	
1/21/2020	5437	540 OMR	COM	Yes	Yes	Existing	-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	
	5449	Pending					-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	
	5456	Pending					-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	
1/6/2020	5460	44 Lee Road	SGL	Yes	Yes	Existing	-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	
1/24/2020	5461	1254 OMR	COM	Yes	Yes	Existing	-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	
1/30/2020	5462	20 Bridges Lane	CDO	Yes	Yes	Existing	-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	
	5463	Pending					-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	
	5464	Pending					-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	
	5465	Pending					-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388	





#### ***Executive Summary***

The IS Department is very pleased to announce the addition of a new full-time Senior Information Systems Specialist, Julie Burkhart. Mrs. Burkhart has hit the ground running and is busy training up on MCWD IT systems. We are pleased to have her on the team as she is already making significant contributions and improvements to the MCWD GIS system. A primary MCWD server was configured and deployed, as well as new iPads and PCs ordered, thus completing hardware spending for the current fiscal year Workstation Replacement Program. MCWD staff are engaged in an Enterprise Resource Planning (ERP) analysis, with several demos and meetings underway to assess ERP software integration with MCWD business functions. Staff is also working with Neptune and Ferguson Waterworks to optimize reads through the District AMI meter system. Progress continues on a collaborative GIS hydrant project between MCWD and MLFPD as well. A network upgrade project is under way to expand the WiFi network through WWTP infrastructure.

#### ***Hardware Systems***

- Replaced MCWDSVR12 Server hardware under current workstation replacement program; imaged old server to new hardware, configured and tested all services onsite during weekend of 1/24, managed access and security, deployed fully functional server by start of business on 1/27 with no issues or downtime incurred
- Ordered new iPads for Board Members and Senior Information Systems Specialist under current Workstation Replacement Program
- Spec'd, quoted and ordered last remaining workstations under current Workstation Replacement Program
- Exploring new Yealink VoIP Conference Phone hardware and Bluetooth speakers/microphones as potential upgrade to MCWD Board Room Phone System
- Ongoing hardware support, maintenance and updates

#### ***Software Systems***

- Enterprise Resource Planning (ERP) software proposal evaluations ongoing; ERP committee hosted onsite demos with Tyler Technologies on 2/11 and 2/12 for MCWD staff members to cover all components of proposed Tyler ERP solution; conducted Springbrook customizations scoping meeting and scheduled upcoming Springbrook demos; significant ongoing ERP software analysis affecting all MCWD users as potential billing software solution with additional enterprise opportunities
- Hosted onsite meeting with Ferguson Waterworks to discuss optimization of Neptune R450 AMI meter system, scheduled upcoming Neptune 360 software upgrade, addressed non-reads and various other performance issues. During the meeting MCWD was informed by Neptune of their company's plans to transition from 450Mhz to 900Mhz meter and collector radio technology. Staff is currently gathering information to analyze potential impacts and/or benefits of Neptune's shift to a 900Mhz radio meter reading system.
- Renewed current Bluebeam (PDF editing software) licensing and added additional seats

- Downloaded and installed latest infraMap version 8.9.1.1 Field and Manager versions to Line Maintenance Toughbooks and GIS PC to address bug in previous version
- Updated Laserfiche software to latest version and associated tasks
- Met with DocuSign Representative to discuss pricing and government utility licensing model for electronic signature software as potential integration component of new ERP software
- Ongoing software support, maintenance and updates

#### ***Administrative***

- Setup office, PC and phone for new Senior Administrative Systems Specialist, as well as new hire orientation and initial training sessions for GIS and IT systems
- Reviewed and finalized FY21 Operating Budget for Information Services Department and MCWD Workstation Replacement Program
- Recovered directories for Conservation/Public Relations files from past MCWD employee accounts, delivered to Administration for compiling into documented records as necessary
- Resolved Past Due Notice billing mistake with Dell after two replacement MCWDSB7 SSD Hard Drives were sent rather than the one quantity that was ordered
- Completed and submitted Conflict of Interest Form 700 through Mono County eDisclosure System for MCWD Information Services Manager

#### ***Network***

- Initiated WWTP network expansion project to provide WiFi coverage through all MCWD WWTP Facilities. This upgrade will allow the operations and maintenance staff wireless iPad connectivity to more effectively interface with equipment maintenance and control. The wiring stage is complete; next step is configuration of network equipment.
- Ongoing security analysis and training of MCWD network systems, per recommendations from the Department of Homeland Security
- Troubleshoot NWS Reno Forecast Emails as MCWD recipients were no longer receiving them, spam filter virus definitions updated for successful resolution
- Conducted network, Active Directory and MCWD Exchange Email account and distribution group maintenance as needed
- All network systems secure, no data loss or intrusions

#### ***GIS***

- Continued work on MCWD/MLFPD Fire Hydrant Flow Test Data collaborative GIS project for facilitating fire flow data and maintenance tracking using GIS in the field with the ESRI Collector application, entered MCWD/MLFPD Priority Dig Hydrants and developed first draft of Hydrant Collector project with new MCWD Senior Information Systems Specialist, upcoming meetings with MLFPD, significant ongoing project
- Created and exported all Waste Discharge Permit Renewal GIS mapping figures showing all wells within three-mile radius of MCWD Discharge Facilities

- Working on large project to record Connection and Construction Permits through GIS layers, updating the historic Connection Permit Access database Form and developing new reporting capabilities for Permit activities
- Added all water and sewer infrastructure for Gray Bear II development
- Created Quick Reference Guide (QRG) documentation for Mechanical Maintenance staff to perform Meter System Work Orders
- February Monthly Permits and Projects Maps for Engineering Department

#### **Websites**

- Mammoth Creek Streamflow Data ending 1/31/20 to Surface Water page
- MCWD Water Shutoff Policy in six languages to Start/Stop Service page, SB 998 requirement
- Removed Wastewater Operator II/III and Maintenance Superintendent Job Bulletins from MCWD Employment page and Facebook
- All materials related to January Board activities
- Continued maintenance and security for all MCWD Web Platforms: MCWD Internet, MCWD Intranet, and MCWD GIS Portal



#### **Administration**

- Continuous & ongoing activities associated with day-to-day administration, including but not limited to
  - Administrative, organizational & operational policy development, guidelines, implementation and related day-to-day projects
  - Non-personnel & personnel-based legal matters, e.g., ADA/FEHA, COBRA/CalCOBRA, Unfair Labor Practice Charges, compensation implementation, etc.
  - FY21 Budget & corresponding SAPR preparation
  - Attend & participate in monthly Mammoth Lakes Personnel Network meeting
- Ongoing activities associated with classification maintenance plan & associated organizational changes & implementation
- Legislative/Client Update 02/2020 (provided by LCW/CSDA):
  - None to report at this time

#### **Workforce Planning**

- Ongoing facilitation of contract extra help needs (General Manager's Office & Engineering Department) filled by Sierra Employment Services
- Ongoing facilitation of Operations Department recruitment due to service retirement, interviews in process
- Ongoing facilitation of Maintenance Department recruitment due to promotion (interviews in process) & available vacancy (pre-employment in process)
- Ongoing monitoring of FMLA/CFRA determinations processed for statutorily protected leave & ADA/FEHA accommodation for some departments
- Continuous & ongoing activities associated with refurbishment of two new rental housing acquisitions, Tamarack completed & occupied, Mountain Meadows in process

#### **Risk/Safety/Training**

- Risk/Safety:
  - Process safety tailgate & wellness activity logs for 02/2020 safety incentive program
  - Monthly restock of Cal/OSHA compliant first aid safety kits at all locations
  - Continuous & ongoing activities associated with the Injury & Illness Prevention Program policy development & guidelines
  - Continuous & ongoing activities associated with manual to electronic conversion of Cal/OSHA required Hazard Communication Safety Data Sheets (SDS)
  - Claims received &/or processed:
    - One small claim received (19-001), resolved & processed
- Training:
  - Webcasts/onsite/offsite training processed, provided, attended &/or proctored this month
    - CalOSHA/OSHA Mandated Training – Scheduling all trainings to occur the week of 04/27/2020

**Regulatory**

***USFS Master Permit***

The District has facilities including Lake Mary Treatment Plant, water tanks and lines, wells, sewer lines, lift stations, and measuring gauges located on United States Forest Service (USFS) property. A Special Use Permit (SUP) is required to use or occupy USFS system lands for these facilities. The District’s Master SUP, that encompasses these facilities, expired on 12-31-2008. Since the Master SUP, the District has been operating with temporary permits.

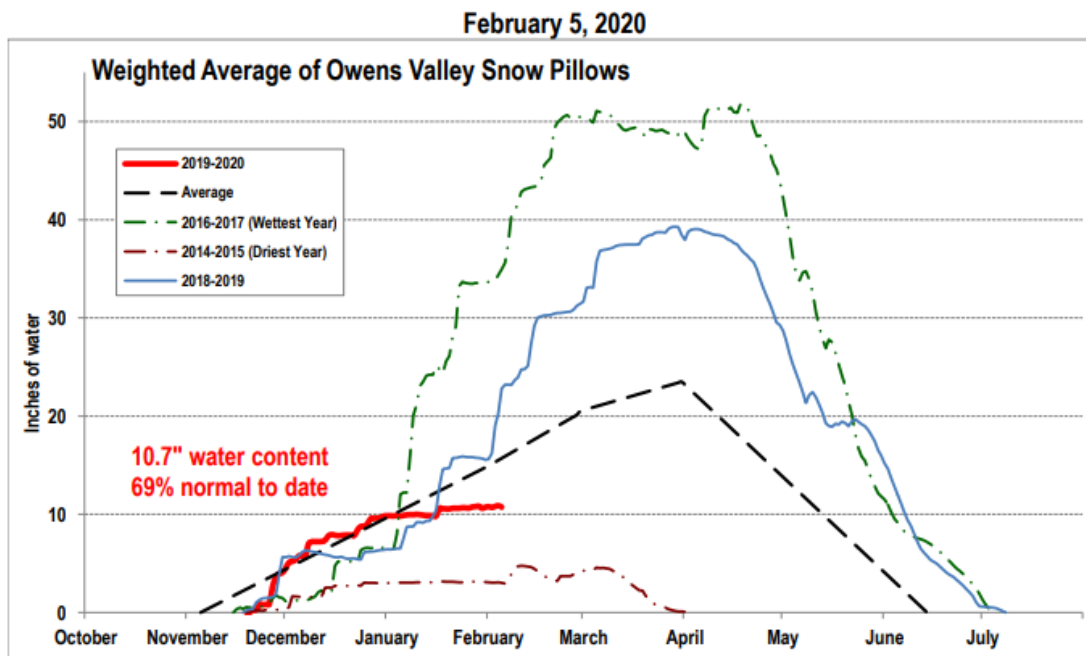
The District has been working with USFS personnel to have a new, 20-year Master SUP permit issued, as well as an Operation and Maintenance manual to streamline work completed for facilities located on USFS land. The District’s legal counsel and insurance provider have reviewed the permit. The goal is to have the SUP ready for signatures by the MCWD General Manager and USFS by the end of February 2020.

***Notice of Mitigated Negative Declaration***

A Mitigated Negative Declaration (MND) was prepared for proposed changes to the District’s Sludge Hauling operation. The MND was reviewed by District legal counsel and comments are currently being addressed by staff with the goal of issuing a Notice of Intent to adopt the MND in March.

**Conservation**

***Water Supply Outlook***



February 5, 2020 Eastern Sierra Current Precipitation Conditions reported 16.4 inches of water content at Mammoth Pass, equating to 59% of normal to date and 38% of normal for April 1. The graph below shows the weighted average for all Owens Valley snow pillows.

#### **MCWD Customer Water Consumption**

Water consumption was 217,000 gallons less in January 2020 when compared to the state of California's water savings baseline year of 2013. Staff continue to run the District's established conservation programs while exploring new conservation opportunities.

#### **WaterSmart**

In January, 81 customers were notified of potential leaks at their property. Staff are currently working with WaterSmart and Neptune to prepare for an upgrade to Neptune's metering software. The software upgrade is expected to improve meter reads, which will increase the functionality of the leak detection report. WaterSmart provides essential analytics for conservation staff to optimize the District's advance metering infrastructure and provides a portal for customers to examine their water usage and set high usage notifications. Staff will be evaluating a new portal option offered through the proposed Enterprise Resource Planning (ERP) solution. The portal offered by the ERP provides customers an option to pay their bill within the portal. A quote has been requested to incorporate customer bill pay into WaterSmart for comparison.

#### **Rebate Program**

Fiscal Year	2020	2019	2018
Applications Processed	184	212	215
High-efficiency Toilets:	275	301	336
Clothes Washers:	13	33	27
Estimated Annual Savings (gallons):	1,678,190	1,862,296	2,070,090
Rebate Awards:	\$55,938	\$65,645	\$71,550

*\*Large application for 42 toilets is pending, replacement has started*

The rebate application was modified to include the new dishwasher incentive. The updated application was posted in the administration building, engineering building and on the District website on February 4; with four applications being received to date.

### **Public Affairs and Outreach**

#### **Public Outreach**

To promote the most recent addition to the District's rebate program, a press release was issued about the new dishwasher rebate. Additionally, staff recorded a new radio ad and produced a quarter page color ad (right) that will run in the Sheet for the next month.

The District is coordinating with Mammoth Mountain to host an EPA 'Fix a Leak' event on Wednesday March, 18<sup>th</sup> for the first time. Details will be provided in the March report.

#### **Annual Report**

A first ever "State of the District" Report is being produced highlighting key projects and activities the District was involved with in FY 2020. The report is scheduled for completion in April 2020.



The General Manager's report is designed to summarize important District activities and to highlight developments that may require Board action in the future.

Highlights for the month have been FY21 budget development, participation in local agency meetings, working with staff on workforce planning options, and continued support for the various capital projects presently in progress.

## **Departmental**

### **Staff Resources and Management**

- Continued meeting with the District Engineer regarding short-term and long-term work force planning strategies for the Engineering department. The District Engineer is presently working with the Personnel Services Department and Sierra Employment Services recruiting for an Assistant Engineer.
- Continued working with the Personnel Services manager on recruitment for the Maintenance Superintendent position. Interviews for qualified candidates have been scheduled.
- Met with the Operations Superintendent exploring short and long-term workforce planning strategies after the recent retirement announcements of two wastewater operations staff. As a result a recruitment opportunity for a Wastewater Treatment Operator has been posted. Interviews for qualified candidates have been scheduled.
- Staff continue with monthly Engineering, Operations and Maintenance (EOM) meetings, reporting and tracking progress on current and future capital projects and programs
- Met with TOML manager, Dan Holler, to discuss potential opportunities for MCWD and the TOML to work collaboratively on projects which would benefit our community as a whole. Some of the projects discussed included: Plans for changes to the TOML waste disposal process, Effects of PSPS events, and Progress on development of The Parcel.

### **Water Supply, Conservation, Power Production & Forecasting**

Total water produced in January 2020 was 43.7 million gallons, up from 40.2 million gallons in December 2019, and up from 42.6 million gallons in January last year. The average daily demand was 1.4 million gallons, with 97% coming from surface water and 3% from groundwater.

January stream flow requirements for Mammoth Creek were 6.4cfs. Actual flows averaged 8.3cfs, ranging from 5.8 to 8.5cfs. Stream flows fell below requirements for two days in January, but met minimum requirements for the remainder of the month. February flow requirements are 6.0cfs. As of February 1<sup>st</sup> Lake Mary has a balance of 592 acre feet, which is 97.8% of the District's surface water storage capacity.

Snow water content measured at the Mammoth Pass snow sensor was 56% of normal as of February 12<sup>th</sup> and 40% of normal for the 2019/20 October-April water year. The California statewide total was 43% of normal as of February 12<sup>th</sup> and 59% of normal for the season.

Recycled water production is scheduled to resume in spring/summer 2020.

Non-revenue water represents leakage in the distribution system, under-recording meters and other losses of

water. The January water audit shows a total of 2.8 million gallons of non-revenue water, down from 4.1 in December. This amounted to 7% for the month with an annual average for 2020 of 7%, which remains below the AWWA standard of 10%.

January average daily wastewater flows were 1.55 mgd for a total of 48.2 million gallons.

The 1 megawatt-rated solar power facility produced 94,410 kWh for the month of January. The irradiance for January was 15% more than January 2019 while the solar energy production increased by 44%. The tracker system repair was completed at the beginning of January.

#### **Financial Management**

Total expenses continue to track under budget and revenue remains over annual budgeted projections mainly due to the District's bi-annual property tax payment received in January which was 11% above the budgeted projection.

Work on budget preparation continues on schedule, with department and project managers providing operating and capital information. In support of the proposed FY21 budget, is the FY21 organizational chart. The organizational chart reflects how the District's Departments, Divisions and Positions are organized. The draft budget is being presented for initial review by the Board at the February meeting. The draft budget will be revised based on input from the Board and presented for adoption at the March Board meeting.

#### **Notable Capital Projects Planned for FY21**

- Construction of Well #32
- Replacement of four groundwater monitoring wells around Laurel Pond
- Rehabilitation of Water Storage Tank T-6
- Installation of a new sludge dewatering and conveyance system at the WWTP
- Sewer Line rehabilitation
- Water service lateral replacements
- Upgrade or replacement of the District's financial enterprise software solution system

The finance department has received responses to the District's Request for Proposal for an enterprise software solution. Two finalist have been selected and will provide demonstrations of their systems over the next two months. The new software will handle the District's financial needs and provide software support for multiple departments.

The Wastewater Rate Study has been on hold while finance staff complete work on the FY21 budget. Work on the study will resume shortly with Raftelis Financial, Inc. to refine the methodology for establishing the proposed rate changes. Guidance from the ad hoc committee has been for staff to take the time necessary to ensure a rate structure that is equitable for all customer classes before bringing the results of the study to the Board for possible adoption.

#### **Other Departmental Activities**

- The Maintenance Department has been taking advantage of the good weather getting a jump start on meeting their maintenance goals and requirements for 2020 calendar year

- Operations Department staff continue to keep water and wastewater production in compliance with all regulations
- The Engineering Department continues to support the many active and planned construction projects at the District and throughout the community. This includes work on two well projects, Well #32 and Laurel Pond Monitoring wells, and planned improvements of the WWTP sludge hauling and dewatering process.
- The Information Services Department hosted an onsite meeting with Ferguson Waterworks to discuss optimization of Neptune R450 AMI meter system, scheduled upcoming Neptune 360 software upgrade, addressed non-reads and various other performance issues. During the meeting MCWD was informed by Neptune of their company's plans to transition from 450Mhz to 900Mhz meter and collector radio technology. Staff is currently gathering information to analyze potential impacts and/or benefits of Neptune's shift to a 900Mhz radio meter reading system.
- All Departments have submitted final documents for the District's operational and capital project budget development for the coming fiscal year

## **Projects/Related**

### **United States Forest Service Master Special Use Permit**

District Regulatory Services department staff have been working with United States Forest Service (USFS) staff on the development of a new Master Special Use Permit (SUP). The SUP covers the many facilities the District operates on USFS lands and is a requirement of the USFS to use or occupy land under their purview. The new SUP has been reviewed by all parties involved including District legal counsel and will have a term of 20 years. The goal is to have the SUP ready for signature by the MCWD General Manager and USFS by the end of February 2020.

### **Geothermal/Groundwater Monitoring/Proposed CD IV Expansion Project**

District staff continue to attend collaborative meetings with local agency regulatory staff in an effort to establish adequate groundwater monitoring for any notable effects from increased pumping as proposed by ORMAT's CD IV expansion project. Staff are working to facilitate changes to the existing Groundwater Monitoring and Response Plan (GMRP), which is a requirement of the CD IV geothermal expansion project in Basalt Canyon. Changes to the GMRP requested by MCWD include: adding a deep and shallow nested monitoring well pair (BLM2); allowance for an 18-month baseline monitoring period prior to well production from the proposed CD IV project; and the addition of more specific points where notable departures from baseline pressure, temperature, and water chemistry are observed in the shallow well. If the points are exceeded in the shallow well it would trigger a data review and analysis led by the BLM in consultation with Ormat, MCWD, USGS, USFS, and GBUAPCD.

The BLM reported that they have received partial funding for BLM2 and have applied for additional funds to cover costs of the entire well project. BLM staff are waiting to see how much additional funding they would receive before making a decision on the location and design of BLM2. The BLM is also looking at technology to perform an EM Magnetic Imaging survey, which if effective would give a clearer understanding of the Mammoth Lakes area aquifer systems. This could provide the BLM with more information and improve the likely hood that BLM2 is drilled in a location which will provide the most beneficial data in regards to monitoring between the deep and shallow aquifers.

ORMAT reported that they were planning to have CD IV on line by late 2021 or early 2022. They are planning to apply for permits for ATC wells this spring, with the first production well location planned near Well 14-25, but the

location could change as ORMAT pins down the scope for the first phase of the CD IV project.

As previously reported, a USGS report requested by Senator Feinstein was posted in June 2019. The report supports findings in Wildermuth's report that based on both water chemistry analysis and well flow tests there is some hydraulic connection between the deep geothermal aquifer and the shallow-aquifer system.

**Well 32**

Construction and testing of the Well #32 exploratory borehole is currently scheduled to begin March 17, 2020. If testing results are favorable from the exploratory borehole, work will continue through the summer on the completion of Well #32 as a new production well for the District.

The Snowcreek VI HOA voted in favor of the easement along Ranch Road and their Board President signed the easement agreement, which has been recorded with Mono County. This completes the acquisition of all necessary access rights for the construction and maintenance of Well #32.

**Sludge Processing and Disposal**

With the pending closure of the Benton land fill in 2023, the District has located an alternate location for sludge disposal. An in-house team has developed and selected the optimal option for disposal of the District's sludge. They have also evaluated and selected a new process for reducing water content in the processing of sludge, which will result in reduced hauling and disposal costs. This will potentially be coupled with the purchase of new hauling equipment and contracting out for hauling services to transport sludge to a new landfill location in Nevada. This project has been included in the FY21 budget.

**Administration Building Needs Assessment**

The Engineering Department continues to work with Gillis+Panichapan Architects (GPa) to complete the assessment of the existing building's condition.

**Employee Housing Rental Program**

The two recently acquired condominium units are being prepared for occupancy. One of the units is scheduled to be move-in ready for a District staff member by mid-February 2020.

## **AGENDA ITEM**

---

**Subject:** Discussion and Possible Direction to Staff Regarding the “*Ban the Bottle*” Proposal

**Information Provided By:** Stephanie Hake, Executive Assistant  
And the “*Ban the Bottle*” Committee

---

### **Background**

A group of Mammoth Lakes Community members are proposing that the sale of single-use plastic water bottles smaller than 24 ounces be banned in the Town of Mammoth Lakes. Several proponents of the initiative took advantage of the Public Comment period during the January 23, 2020 MCWD Special Board meeting to address the Board. Community members presented the merits of supporting the proposal and requested the Board agendaize the subject at a future Board meeting to discuss the possibility for MCWD to formally support the initiative.

The accompanying materials have been provided by the “*Ban the Bottle*” proponents.

### **Requested Action**

Discuss the proposal and provide direction to staff.



February 13, 2020

Mammoth Community Water District  
Board of Directors  
1315 Meridian Blvd  
Mammoth Lakes, CA 93546

Dear Board Members,

A group of concerned citizens and business owners in Mammoth Lakes will be proposing that the Mammoth Lakes Town Council approve an ordinance to ban the sale of single-use plastic water bottles, less than 24 ounces in size. The group would appreciate the endorsement from the Mammoth Community Water District.

Our planet is in a global plastic crisis that can no longer be ignored. As people who recreate outdoors and love the mountains, we all see the effects single-use plastics have on the Mammoth Lakes area — abandoned bottles on the side of a trail or floating in our lakes and potentially adding microplastics to our local water sources.

Of course, staying hydrated is of paramount concern due to the elevation and outdoor recreation opportunities in our region, but single-use plastics don't have to be a part of the solution. Businesses may still sell water in other more easily recycled containers, but we are encouraging the practice of reusable vessels. Over the past several years the Mammoth Community Water District has taken an active part in the solution by constructing and making available water filling stations for community events. The Town and local businesses are also taking part in the initiative by adding water filling stations and making their presence known through the mobile app, Tap App.

This initiative appears to have broad community support as over 2,800 individuals have signed a [change.org](https://www.change.org) petition. The stakeholder group will be educating and garnering support from local businesses that may be affected by the ban prior to going to Town Council. This initiative is not unique, as bans of single-use item ordinances are sweeping across California and legislation is proposed for more regulatory oversight on the producers of plastic packaging. Until then, we are asking the Mammoth Community Water District Board of Directors to endorse the proposed ban of single-serve water bottles. If approved, we would appreciate a letter of support addressed to the Town of Mammoth Lakes Town Council.

Sincerely,

The Ban the Bottle Mammoth Community Committee

# Mammoth Community Water District

## Budget for the Fiscal Year April 1, 2020 - March 31, 2021

March 2020

Jeff Beatty

---

### Introduction

The mission of the Mammoth Community Water District is to provide excellent water and wastewater services to the Town of Mammoth Lakes. The annual budget is the roadmap to accomplishing our mission. The budget describes the source and expected amounts of revenue and defines the expected types and amounts of expenditures. Once approved by the Board, the budget defines strategic and operational direction and grants authority to the managers and staff of the District to expend resources to deliver water and wastewater services.

The budget is a collaborative effort that incorporates the strategic plan developed by staff and approved by the Board. Leaders from each department are involved in the planning and allocation of resources to effectively and efficiently accomplish our mission. The budget is guided by the experience of past years and anticipates plans for the coming year.

The budget is organized into funds representing type of service (Water or Wastewater), function (Administration, Operation or Capital) and lifecycle (Replacement or Expansion). Each fund is intended to be self-contained with balanced revenue and expenses and an appropriate reserve. The budget is primarily focused on the 2021 fiscal year (FY), but looks forward to FY 2022-2026 to project available fund balances.

The District receives revenue primarily from property taxes and fixed and variable charges for water and wastewater services from our customers. Other revenue sources are connection fees for new water/wastewater customers, fees for lab and engineering services, and interest on invested funds. The District spends money on capital assets, personnel and operating expenses, and services for outside expertise.

Revenue from water sales is variable based on the availability of surface water supplied by the winter snowpack. In a low snow year, water conservation measures may be implemented to reduce water use, which results in a corresponding reduction in water sales revenue. Revenue from water sales typically represents less than 10% of the total revenue, so potential reductions in this revenue source will not have a substantial effect on total District revenue.

Total revenue for FY 2021 is budgeted at \$14,719,900. Budgeted expenditures on operations, personnel, and capital are \$15,361,600. The shortfall of \$641,700 will be withdrawn from our operating and capital reserves.

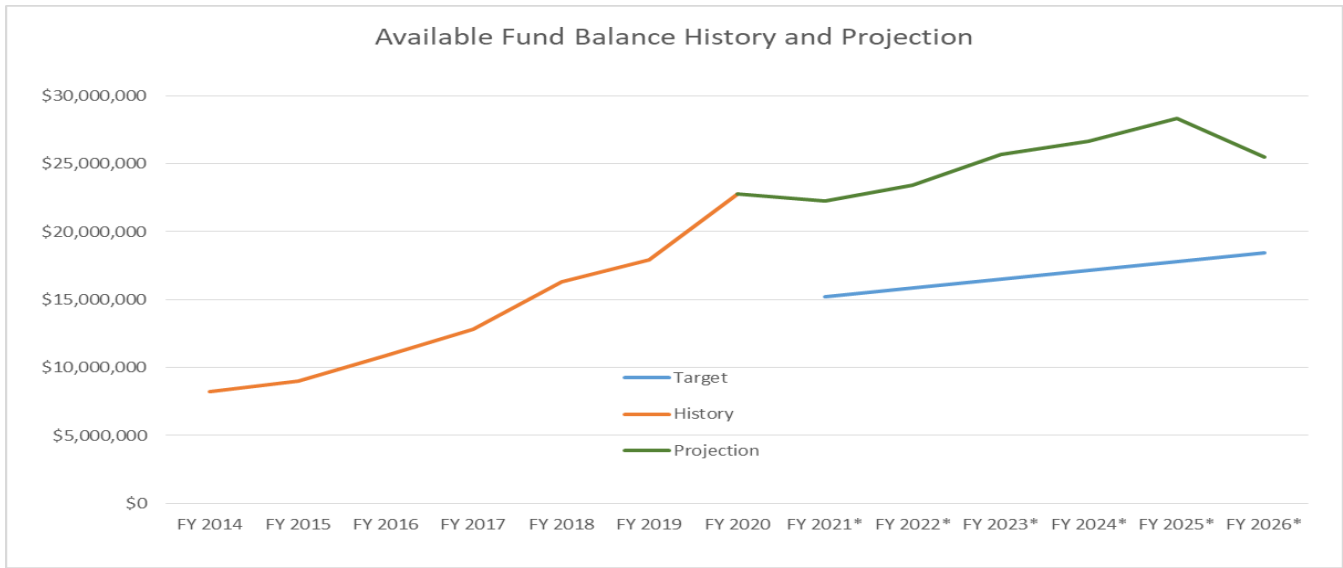
Each fiscal year from 2015 through 2019 ended with a contribution to reserves and FY 2020 is projected to end with a contribution to reserves of approximately \$3,900,000. These contributions to reserves have been primarily attributable to deferred capital projects. The capital budget for FY 2021 includes the completion of Well 32 and the Laurel Pond monitoring wells which have been deferred from previous years.

	FY 2020 Budget	FY 2020 Projection	Proposed FY 2021 Budget	Difference - FY 2021 Budget to FY 2020 Budget		Difference - FY 2021 Budget to FY 2020 Projection	
Revenue	14,076,400	14,931,186	14,719,900	643,500	4.6%	(211,286)	-1.4%
Personnel (less Capital Labor)	5,820,372	5,830,004	5,776,200	(44,172)	-0.8%	(53,804)	-0.9%
Operations	3,295,941	2,874,204	3,401,500	105,559	3.2%	527,296	18.3%
Capital	3,862,400	2,320,000	6,183,900	2,321,500	60.1%	3,863,900	166.5%
Reserves	1,097,687	3,906,978	(641,700)				

The District has adopted an operations and capital reserve policy that defines targets for financial reserves consistent with prudent planning and risk management. The projected reserve balance at the beginning of FY 2021 is approximately \$22,800,000. The reserve balance per policy at the end of FY 2026 is approximately \$18,472,000. If revenue and expenses occur as projected, the 2026 reserve balance will be approximately \$25,523,000.

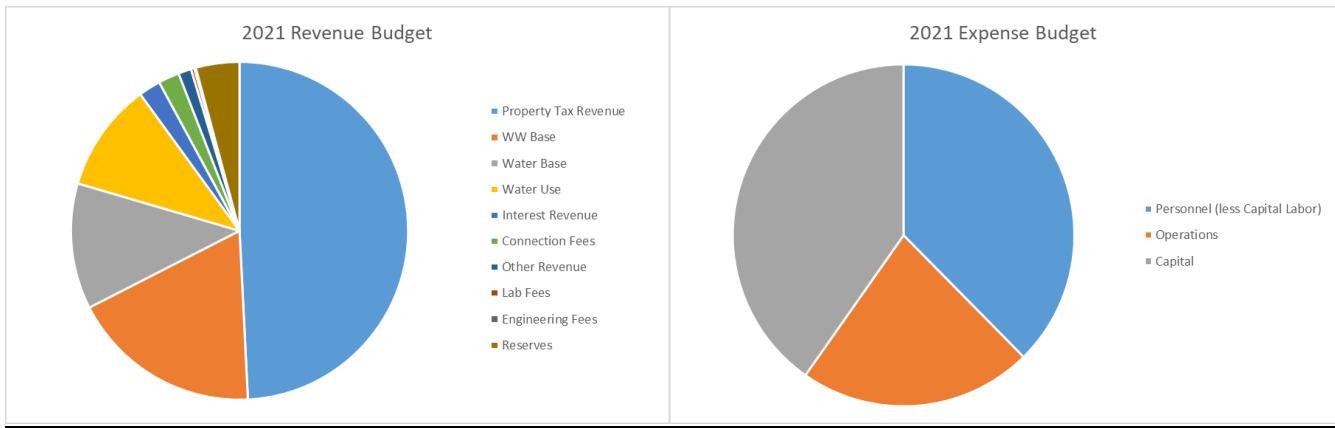
The Reserve Policy and FY 2021 Fund Reserve Targets are included as Attachments A and B to this document.

The orange line on the graph below represents the District’s historical available fund balance. The green line represents the projected fund balance. The blue line represents the target fund balance defined by the reserve policy.



This presentation is organized by:

- Revenue budget and fund balance projections
- Budgeted Operations expenses
- Budgeted Personnel expenses
- Budgeted Capital expenditures



**Revenue Budget**

The total revenue budget of \$14,719,900 for FY 2021 represents a 4.6% increase from FY 2020 revenue budget and a 1.4 % decrease from the 2020 revenue projection.

- Water and wastewater rates increase incrementally each year according to the adopted rate schedule covering FY 2017 – 2021. These annual increases are partially offset by a long-term decline in water use. The revenue budget assumes a 1% increase in wastewater base rates, a 2% increase in water base rates, and a 2% increase in water use revenue, offset by a 3% decrease in expected water consumption.
- Property tax revenue has increased an average of 2.4% annually from FY 2015 to FY 2019. FY 2020 property tax revenue is projected at 9.3% above budget. Property tax revenue for FY 2021 is budgeted at 2% above the FY 2020 projection.
- Connection fee revenue is assigned to the water and wastewater expansion funds and will be used for capital projects that expand the capacity of our water and wastewater systems. Connection fee revenue varies significantly from year to year based on economic conditions and residential and commercial development in town. The outlook appears stable for the next year and the FY 2021 budget is based on the FY 2020 projection with a 3% increase based on the construction cost inflation index.
- Interest revenue is projected based on the expected purchase yield of the portfolio. Interest revenue projections for FY 2020 include an increase in portfolio value resulting from a declining interest rate environment over the past year. Market interest rates are expected to remain stable over the next year and projected interest revenue for FY 2021 does not include a provision for market value changes.

**Table A** shows the budgeted revenue for FY 2021 with comparisons to the budget and projected revenue for fiscal year 2020.

**Table B** shows projections of revenue and expenses for the next five fiscal years, and the projected available reserve balance for each year.

**Table A – FY 2021 Budgeted Revenue**

	FY 2020 Budget	FY 2020 Projection	FY 2021 Budget	Change from FY 2020 Budget	Change from FY 2020 Projection
Property Tax Revenue	6,780,000	7,410,500	7,558,700	778,700	148,200
WW Base	2,789,000	2,782,100	2,809,900	20,900	27,800
Water Base	1,805,000	1,812,700	1,848,900	43,900	36,200
Water Use	1,770,000	1,622,700	1,606,400	(163,600)	(16,300)
Interest Revenue	456,000	748,800	324,000	(132,000)	(424,800)
Connection Fees	237,400	300,300	309,400	72,000	9,100
Other Revenue	181,700	183,600	190,600	8,900	7,000
Lab Fees	42,800	47,600	48,600	5,800	1,000
Engineering Fees	14,500	22,900	23,400	8,900	500
Reserves			641,700	641,700	641,700
<b>Total</b>	<b>14,076,400</b>	<b>14,931,200</b>	<b>14,719,900</b>	<b>1,285,200</b>	<b>(211,300)</b>

Negative numbers represent a reduction in budgeted revenue from FY 2020 to FY 2021.

**Table B – Projected Revenue, Expenses, and Available Fund Balances**

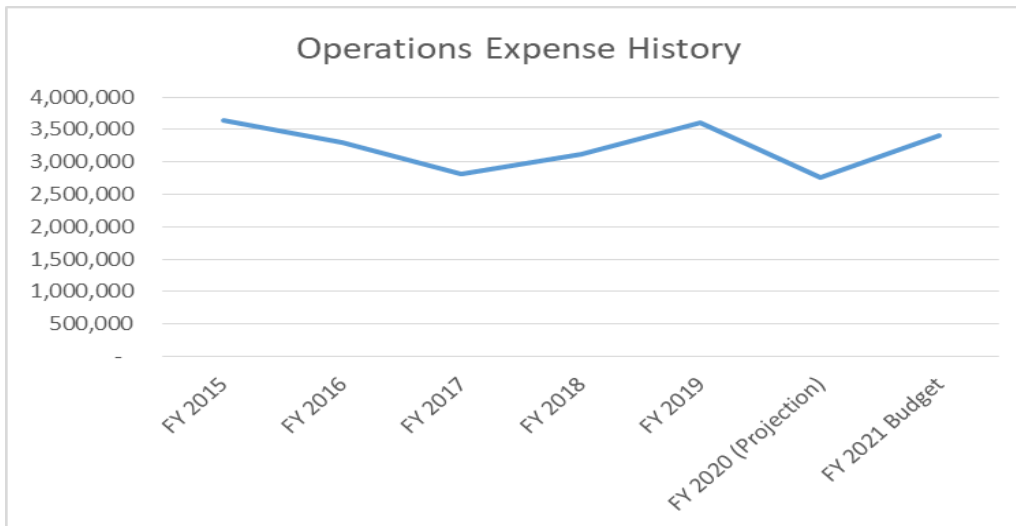
	FY 2021 Budget	FY 2022 Projection	FY 2023 Projection	FY 2024 Projection	FY 2025 Projection	FY 2026 Projection
Revenue (excluding Connection Fee)	\$ 14,410,500	14,698,710	14,992,684	15,292,538	15,598,389	15,910,356
Connection Fee Revenue	\$ 309,400	318,682	328,242	338,090	348,232	358,679
Personnel expense (excluding Capital Labor)	\$ 5,776,200	6,007,248	6,247,538	6,497,439	6,757,337	7,027,630
Operating expense	\$ 3,401,500	3,503,545	3,608,651	3,716,911	3,828,418	3,943,271
Capital expense	\$ 6,183,900	\$ 4,346,000	\$ 3,202,000	\$ 4,504,000	\$ 3,660,000	8,104,000
Addition (reduction) to Capital Reserves	\$ (951,100)	\$ 841,917	\$ 1,934,495	\$ 574,188	\$ 1,352,633	\$ (3,164,545)
Addition to Expansion Reserves	\$ 309,400	\$ 318,682	\$ 328,242	\$ 338,090	\$ 348,232	\$ 358,679
	<b>Projected ending balance</b>	<b>Projected ending balance</b>	<b>Projected ending balance</b>	<b>Projected ending balance</b>	<b>Projected ending balance</b>	<b>Projected ending balance</b>
Operating/Capital fund reserve	\$ 18,948,900	\$ 19,790,817	\$ 21,725,312	\$ 22,299,499	\$ 23,652,133	\$ 20,487,588
Expansion fund reserve	\$ 3,209,400	\$ 3,528,082	\$ 3,856,324	\$ 4,194,414	\$ 4,542,647	\$ 4,901,326
<b>Total fund reserve</b>	<b>\$ 22,158,300</b>	<b>\$ 23,318,899</b>	<b>\$ 25,581,636</b>	<b>\$ 26,493,914</b>	<b>\$ 28,194,780</b>	<b>\$ 25,388,914</b>

## Operations Budget

The Operations budget shows significant variation from year to year, resulting from both planned and unexpected expenses. The FY 2021 Operations budget is an increase of \$105,029 from the FY 2020 budget, and \$489,394 from the FY 2020 projection.

Some significant increases in the FY 2021 budget include:

- \$80,000 for the backflow survey (required every five years)
- \$50,000 for parking lot maintenance
- \$32,500 for expected increases in Mono County property tax administration fees
- \$30,000 increase in consulting related to geo-thermal influences to the groundwater aquifer
- \$27,100 for the Report of Waste Discharge required by Lahontan
- \$23,300 for the scheduled replacement of the TV van computer system
- \$20,000 increase in the water conservation rebate program
- \$17,000 for leadership and business writing training for management and staff
- \$13,800 for upgrades to the Board Room



**Table C** shows the operating budget for each category with comparisons to the prior year's budget and projection.

**Table C – Operating Budget Comparison**

Account Description	FY 20 Budget	FY20 Projection	FY21 Budget	FY20 Budget to FY21 Budget Difference	FY20 Projection to FY21 Budget Difference
6023-Employee Engagement	\$18,300	\$15,387	\$29,500	\$11,200	\$14,113
6024-Employee PPE/Unif	\$16,600	\$17,496	\$20,455	\$3,855	\$2,959
6100-Outside Services	\$112,575	\$83,911	\$155,585	\$43,010	\$71,674
6101-Property Tax Admin Fee	\$188,000	\$199,040	\$220,500	\$32,500	\$21,460
6102-Sludge Disposal	\$210,000	\$201,208	\$240,000	\$30,000	\$38,792
6105-Software Licenses and Agrmnts	\$119,425	\$115,368	\$133,232	\$13,807	\$17,864
6106-IT Services	\$58,400	\$45,006	\$40,000	(\$18,400)	(\$5,006)
6108-Banking Fees	\$38,900	\$32,690	\$38,000	(\$900)	\$5,310
6110-Professional Services	\$348,360	\$285,876	\$343,650	(\$4,710)	\$57,774
6111-Outside Lab Services	\$50,250	\$42,886	\$55,250	\$5,000	\$12,364
6115-Employee Housing Expenses	\$52,060	\$50,262	\$72,780	\$20,720	\$22,518
6120-Operating Tools and Equipment	\$29,600	\$48,121	\$47,900	\$18,300	(\$221)
6125-Gasoline	\$34,500	\$27,598	\$37,300	\$2,800	\$9,702
6126-Diesel Fuel	\$13,600	\$15,661	\$15,890	\$2,290	\$229
6130-Insurance	\$180,000	\$144,539	\$140,000	(\$40,000)	(\$4,539)
6140-Legal Services	\$123,000	\$121,086	\$123,000	\$0	\$1,914
6145-M & R - Line Repair/Equipment	\$233,160	\$215,049	\$211,760	(\$21,400)	(\$3,289)
6150-M & R - Buildings	\$103,650	\$85,053	\$132,600	\$28,950	\$47,547
6155-M & R - Vehicles	\$73,950	\$130,517	\$75,000	\$1,050	(\$55,517)
6160-Memberships/Certifications	\$47,075	\$46,098	\$46,764	(\$311)	\$666
6165-Permit Materials	\$30,000	\$13,630	\$15,000	(\$15,000)	\$1,370
6179-Operating Chemicals	\$162,290	\$154,189	\$167,006	\$4,716	\$12,817
6180-Operating Supplies	\$116,100	\$89,458	\$124,200	\$8,100	\$34,742
6181-Computer Systems/Equipment	\$51,400	\$44,519	\$75,000	\$23,600	\$30,481
6185-Postage/Freight	\$9,320	\$9,859	\$9,420	\$100	(\$439)
6190-Advertising Publications & PR	\$23,250	\$17,774	\$23,750	\$500	\$5,976
6192-Books & Subscriptions	\$2,516	\$513	\$1,680	(\$836)	\$1,167
6200-Safety	\$22,510	\$16,069	\$26,610	\$4,100	\$10,541
6205-Permits & Licensing	\$74,850	\$86,958	\$83,853	\$9,003	(\$3,105)
6207-Settlement Cost	\$162,000	\$161,730	\$62,360	(\$99,640)	(\$99,370)
6210-Telephone	\$40,900	\$42,596	\$43,520	\$2,620	\$924
6215-Training & Meetings	\$53,175	\$27,100	\$79,805	\$26,630	\$52,705
6220-Travel Expenses	\$62,225	\$34,518	\$65,500	\$3,275	\$30,982
6230-Utilities - Electric	\$287,500	\$191,283	\$281,400	(\$6,100)	\$90,117
6231-Utilities - Propane	\$42,000	\$23,159	\$35,700	(\$6,300)	\$12,541
6237-Water Conservation	\$105,000	\$75,868	\$127,500	\$22,500	\$51,632
<b>Grand Total</b>	<b>\$3,296,441</b>	<b>\$2,912,076</b>	<b>\$3,401,470</b>	<b>\$105,029</b>	<b>\$489,394</b>

Negative numbers represent a reduction in budget from last fiscal year and positive numbers represent an increase from last year.

## Personnel Budget

The FY 2021 District personnel budget of \$6,035,699 is 0.1% higher than last fiscal year. Four senior staff members retired in FY 2020, which tended to reduce personnel cost. The number of permanent positions at MCWD remains at 42 for fiscal year 2021. The District Organizational Chart is included as Attachment C.

The personnel budget includes the cost of two contract workers who will work part of the year on seasonal projects; one in the Lab and one in Line Maintenance. The District also uses contract workers for the summer construction projects. The cost of these workers is included in the Capital budget.

The cost of District labor on capital projects is included in the Capital budget. To avoid double counting, the capital labor of MCWD employees is subtracted from the total personnel budget when presenting the budget overview. The capitalized labor component is \$259,517.

As a result of diligent efforts by District staff and management to create a safe work environment, Worker's Compensation expenses continue on a downward trend, saving \$30,519 in FY 2021

**Table D** provides a high-level view of expenses for MCWD personnel and a comparison to fiscal year 2020.

**Table D – Personnel Expenses Comparison**

	<b>Total Pay</b>	<b>Pension</b>	<b>Insurance</b>	<b>FICA tax</b>	<b>WC Cost</b>	<b>Total Cost</b>
<b>FY 2021 Budget</b>	4,102,931	841,143	972,401	57,352	61,872	6,035,699
<b>FY 2020 Budget</b>	3,951,335	863,794	1,016,146	58,844	92,392	6,027,053
<b>Change FY '20 - FY '21</b>	151,596	(22,650)	(43,745)	(1,493)	(30,519)	8,646
<b>% Change</b>	3.8%	-2.6%	-4.3%	-2.5%	-33.0%	0.1%

## Capital Budget

The District has approximately \$69 million (net of depreciation) in capital assets including, wells, distribution and collection lines for water and wastewater, water and wastewater treatment plants, buildings, vehicles, and equipment. These assets are essential to our mission of reliably providing water and wastewater service to our customers. The Capital budget represents the cost of incrementally refurbishing or replacing our infrastructure as it wears out in service and adding new infrastructure to increase the efficiency of operations. This Capital budget of \$6,183,900 includes completion of a production well and monitoring wells at Laurel Pond that have been in process for two years.

Each current-year project is given a Business Risk Evaluation (BRE) rank based on the likelihood and consequence of failure to complete the project. This ranking serves to prioritize projects within and across years. Additionally, each current-year project is given a probability factor that estimates the likelihood of spending the full budget in FY 2021. The Capital budget for FY 2021 is calculated by multiplying the project cost by the probability factor. The cost for future-year projects is factored up for inflation.

**Table E** lists capital projects planned for the next ten years. The timing and cost of future projects is speculative, particularly beyond five years. Engineering analysis has determined what infrastructure will likely be needed to meet water supply and treatment demands at buildout, but many variables are unknown.



**Table E – Capital Projects**

Description	BRE	Probability	FY 2021 Budget	Factored budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget	FY 27-31 Budget
Lift Station Rehab West Mary	13	100%	36,803	36,800	41,000		-	-		
Lift Station Rehab Twin Falls	13	100%	36,803	36,800	41,000		-	-		
Well 32		100%	1,919,441	1,919,400			-	-		
Laurel Pond Monitoring Wells		50%	307,600	153,800			-	-		
WWTP Headworks PLC Upgrade	21	100%	173,500	173,500			-	-		
Sewer Line Rehab FY 2021	18	100%	400,522	400,500						
Tank Rehab T-1 (Lake Mary Storage Tank)	18	50%	479,114	239,600						
Tank Rehab T-6 (Clearwell Tank)	22	50%	655,514	327,800						
Distribution System Improvements FY 2021	17	100%	674,913	674,900						
Sludge De-Watering and Conveyance	24	100%	652,926	652,900			-	-		
Rehab. Admin. Building		50%	50,000	25,000	206,000	212,000	109,000	-		
Water Cost of Service Study		100%	25,000	25,000			-	-		61,000
LMTP Improvements		100%	30,000	30,000	155,000	-	-	-		
WWTP Filter Bypass Pump	21	100%	70,267	70,300	72,000					
Radio Replacements	23	100%	62,215	62,200						
Update Shallow Groundwater Model		90%	150,111	135,100						
Rehab. Secondary Clarifier #2 Drive	23	100%	67,678	67,700						
Upgrade ERP Software		100%	258,400	258,400			-	-	-	
WWTP Back-Up Power	21	100%	54,645	54,600						
College PRV		100%	8,864	8,900						
Timber Ridge Pump Station Rehab.	13	100%	12,891	12,900						
Contingency for Unplanned Capital Projects		50%	60,000	30,000			-	-	-	
Contingency for Unplanned Capital Projects		50%	65,000	32,500			-	-	-	
Employee Housing		75%	220,000	165,000	237,000	244,000	251,000	259,000	267,000	1,200,000
Water Tank Rehab					309,000	318,000	328,000	338,000	348,000	738,000
Water Distribution System Improvements					361,000	53,000	1,093,000	563,000	580,000	2,460,000
Replacement wells					1,648,000		1,748,000		1,855,000	9,224,000
Zone 2B Storage					515,000				4,088,000	-
PLC upgrade					206,000	202,000	262,000	270,000		
Power storage						530,000				
Lift Station rehab					72,000	74,000	76,000	79,000	81,000	
Rehab primary clarifier					41,000	-	44,000	-	46,000	
Sewer line rehab					371,000	393,000	415,000	428,000	441,000	2,337,000
WWTP Filter replacement						1,061,000				
Rehab North EQ Basin									348,000	
Expansion wells								1,688,000		3,690,000
Administrative infrastructure expansion										615,000
Water Distribution System Modeling					21,000					
Wastewater Collection System Modeling					21,000					
Knolls Transmission Line Expansion										3,034,000
Meridian Sewer Expansion										4,075,000
Shady Rest Relief Main - Center St										724,000
Hwy 203 Expansion										574,000
Old Mammoth Interceptor Expansion										2,985,000
<b>Capital Equipment</b>										
Fuel Dispenser Replacements		100%	20,000	20,000						
Van-Pool Van		100%	45,000	45,000						
Pool Vehicle		100%	35,000	35,000						
Water Truck Replacement (CARB Compliance)		100%	60,000	60,000						
IH Dump Replacement (CARB Compliance)		100%	150,000	150,000						
Sludge Hauling Trailers		75%	240,450	180,300						
Concrete Saw		100%	35,000	35,000						
Sewer Camera and Carrier		100%	65,000	65,000						
Vehicle Replacement					70,000	115,000	178,000	35,000	50,000	
<b>Annual Total</b>			<b>7,122,658</b>	<b>6,183,900</b>	<b>4,346,000</b>	<b>3,202,000</b>	<b>4,504,000</b>	<b>3,660,000</b>	<b>8,104,000</b>	<b>31,717,000</b>

It is fiscally responsible to set aside cash reserves to prepare for planned and unexpected expenses in the future. To ensure equity between current and future ratepayers, a portion of each year's revenue should be reserved for the replacement of assets that are currently in use. Customers who receive the benefit of the water and wastewater infrastructure should contribute to the replacement of those assets as they age so the cost is shared appropriately between current and future ratepayers.

For each of the funds below, a benchmark for appropriate reserves is provided, and description of circumstances when use of reserve funds is recommended.

The recommended annual contribution to reserves will be the lesser of 5% of revenue or the difference between the total target reserve balance and the total current reserve balance.

**Fund 10 – Administrative Operation:**

- Operating reserve equal to average current liabilities for Fund 10, plus 20% of the liability for employee sick and vacation leave balances.
- Reserve balance should be used to pay current liabilities when current revenue is insufficient to meet obligations.

**Fund 20 – Water Operation:**

- Operating reserve equal to six months of operating expenses.
- Water operating reserves should be used when short-term fluctuations in expenses or revenue cause water revenue to be insufficient to meet operating expenses.

**Fund 30 – Wastewater Operation:**

- Operating reserve equal to six months of operating expense.
- Wastewater operating reserves should be used when short-term fluctuations in operating expenses or revenue cause wastewater revenue to be insufficient to meet operating expenses.

**Fund 21 – Administrative Capital Replacement:**

- Reserve, when combined with the reserve of Fund 31, equal to the expected cost of required upgrades to improve the efficiency of the District administration buildings. .
- Reserves will be used to replace or upgrade the administration buildings.

**Fund 22 – Water Capital Replacement:**

- Capital Repair and Replacement: reserve equal to 4% of the replacement cost of Fund 22 capital assets. The average expected life of capital assets is about 25 years. 4% (1/25) approximates the annual replacement cost of these assets.
- Reserves will be used for the unexpected replacement of a major component of the water infrastructure (e.g. well, treatment plant), for changes to the infrastructure required to meet new regulatory mandates, or for the planned replacement of assets where the cost of the replacement is greater than the current revenue available.

**Fund 23 – Wastewater Capital Replacement:**

- Capital Repair and Replacement: reserve equal to 4% of the replacement cost of Fund 23 capital assets. The average expected life of capital assets is about 25 years. 4% (1/25) approximates the annual replacement cost of these assets.
- Reserves will be used for the unexpected replacement of a major component of the wastewater infrastructure (e.g. lift stations, treatment plant), for changes to the infrastructure required to meet new regulatory mandates, or for the planned replacement of assets where the cost of the replacement is greater than the current revenue available.

**Fund 31 – Administrative Capital Expansion:**

The purpose of the fund is to provide capital for all future expansion of administrative support services required for operations and infrastructure at build-out. The balance of the fund may be negative or positive, depending on the cash flow of revenue and expansion capital projects. The fund balance should be zero when all infrastructure and administrative support expansion services needed for the customer base at build-out is built and in operation.

**Fund 32 – Water Capital Expansion:**

The purpose of the fund is to provide for all future expansion of the water infrastructure required to meet the needs of all future customers. The revenue source is water connection fees. Expenditures will be for capital projects that expand the capacity of the system to meet the needs of new users. The balance of the fund may be negative or positive, depending on the cash flow of connection fee revenue and expansion capital projects. The fund balance should be zero when all infrastructure needed for the customer base at build-out has been built and is in operation.

**Fund 33 – Wastewater Capital Expansion:**

The purpose of the fund is to provide for all future expansion of the wastewater infrastructure required to meet the needs of all future customers. The revenue source is wastewater connection fees. Expenditures will be for capital projects that expand the capacity of the system to meet the needs of new users. The balance of the fund may be negative or positive, depending on the cash flow of connection fee revenue and expansion capital projects. The fund balance should be zero when all infrastructure needed for the customer base at build-out has been built and is in operation.

**Fund 96 – New Enterprise:**

- Recommended reserve equal to two years' average participation in the employee down payment assistance program.
- Reserves will be used if participation in the employee down payment assistance program in any year is greater than the annual contribution to the fund from District property tax revenues.

**Fund 97 – Trout Habitat Enhancement:**

The District has an ongoing obligation according to the Trout Habitat agreement to contribute \$10,000/year (increased annually for inflation) for twenty years ending 2032, and administer the accumulated funds for trout habitat enhancement. There is no target fund balance; the balance will be the sum of accumulated contributions less expenditures according to the settlement agreement.

**Fund 98 – LADWP Settlement:**

The District has a future obligation of \$3.2 million (increased by CPI each year between 2014 and final settlement) to LADWP as part of the agreement entered into by the District and LADWP in July 2013.

The date of the final payment will be affected by the amount of water used by the District's customers, but will be between the years of 2063 and 2073. The annual contribution to meet the future obligation is approximately \$50K.

## MCWD Reserve Funds Targets for FY 2021

Attachment B - FY21 Budget

Fund 10 – Admin Operation: \$190,000

Fund 20 – Water Operation: \$1,160,000

Fund 30 – Wastewater Operation: \$1,260,000

Fund 21 – Admin Replacement: \$500,000

Fund 22 – Water Capital Replacement: \$5,964,000

Fund 23 – Wastewater Capital Replacement: \$3,348,000

Fund 31 – Admin Expansion: \$500,000

Fund 32 – Water Expansion: \$1,045,000 (current balance)

Fund 33 – Wastewater Expansion: \$288,000 (current balance)

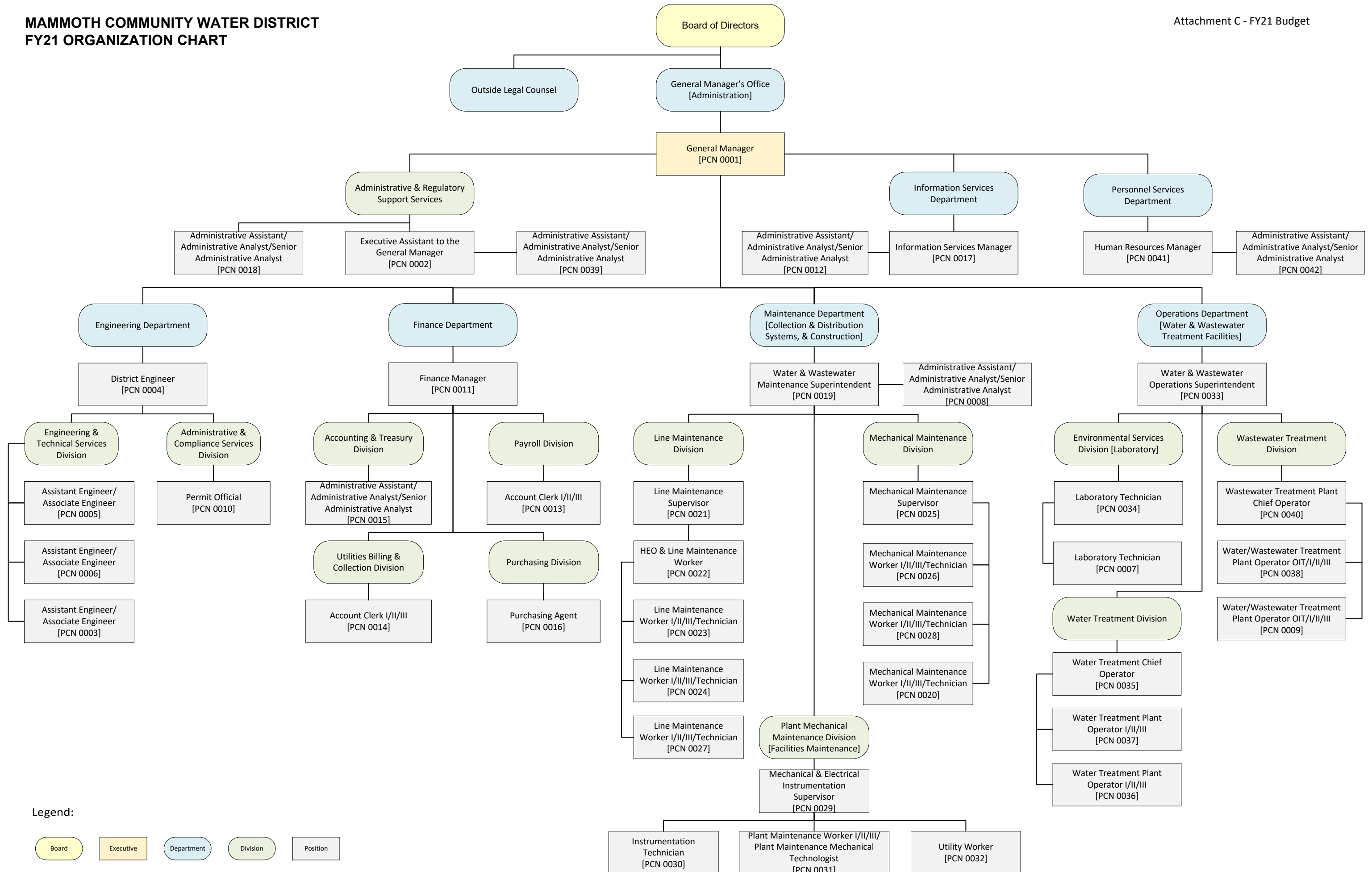
Fund 96 – New Enterprise: \$500,000

Fund 97 – Trout Settlement: \$88,000

Fund 98 – LADWP Settlement: \$375,000

The projected available fund balance (cash – liabilities) at the beginning of fiscal year 2021 is approximately \$22,766,000. The target reserve balance at the end of fiscal year 2021 is \$15,218,000. The proposed operating and capital budget for fiscal year 2021 will result in a reduction to reserves of approximately \$641,700. If budgeted revenue and expenses occur as planned, we will end fiscal year 2021 with a reserve balance of approximately \$22,158,300.

**MAMMOTH COMMUNITY WATER DISTRICT  
FY21 ORGANIZATION CHART**



Legend:



# AGENDA ITEM

---

**Subject: Amendment of the MCWD Reserve Policy**

**Information Provided By:** Jeff Beatty, Finance Manager

---

## **Background**

In March 2016, the Board adopted the MCWD Operating and Capital Reserve Policy as part of a robust financial foundation for the District. The policy defines prudent reserve levels in each of the operating and capital funds that allow the District to provide required services in different economic environments and in the event of an infrastructure emergency.

## **Discussion**

Since the District's Reserve Policy was last reviewed in March 2019 there have been two particular areas where the District's long-range planning goals have changed.

- The District had long-range plans to replace the Administration building and the reserve policy for the Admin Replacement and Expansion funds (funds 21 and 31) was set with that plan in mind. The plan has changed to focus on upgrading the existing building as needed and it is appropriate to modify the reserve fund target as well. The recommended change is to reduce the combined reserve level for funds 21 and 31 from \$4,500,000 to 1,000,000.
- The current reserve level for the New Enterprise fund (fund 96) is set at five years' average participation in the employee home purchase assistance program. This program has been in place long enough that we are beginning to have money recycle back into the fund from employees refinancing, selling their home and repaying the District loan, or selling one home and buying another. The recommended change is to set the fund reserve at two year's average participation.

## **Financial Impact**

Reducing the policy reserve level for these funds gives the District the opportunity to allocate more reserve funds to the water and wastewater operating and capital replacement funds. There will be no impact to District revenue or expenses, but rebalancing the fund reserve targets will make the District more financially resilient and improve our ability to respond to economic changes or infrastructure emergencies.

## **Requested Action**

Review and approve the proposed modifications to the MCWD Operating and Capital Reserve Policy.

It is fiscally responsible to set aside cash reserves to prepare for planned and unexpected expenses in the future. To ensure equity between current and future ratepayers, a portion of each year's revenue should be reserved for the replacement of assets that are currently in use. Customers who receive the benefit of the water and wastewater infrastructure should contribute to the replacement of those assets as they age so the cost is shared appropriately between current and future ratepayers.

For each of the funds below, a benchmark for appropriate ~~available~~ reserves is provided, and description of circumstances when use of reserve funds is recommended.

The recommended annual contribution to reserves will be the lesser of 5% of revenue or the difference between the total target ~~available~~ reserve balance and the total current ~~available~~ reserve balance.

Fund 10 – Administrative Operation:

- Operating reserve equal to average current liabilities for Fund 10, plus 20% of the liability for employee sick and vacation leave balances.
- Reserve balance should be used to pay current liabilities when current revenue is insufficient to meet obligations.

Fund 20 – Water Operation:

- Operating reserve equal to six months of operating expenses.
- Water operating reserves should be used when short-term fluctuations in expenses or revenue cause water revenue to be insufficient to meet operating expenses.

Fund 30 – Wastewater Operation:

- Operating reserve equal to six months of operating expense.
- Wastewater operating reserves should be used when short-term fluctuations in operating expenses or revenue cause wastewater revenue to be insufficient to meet operating expenses.

Fund 21 – Administrative Capital Replacement:

- Reserve, when combined with the reserve of Fund 31, equal to the ~~replacement-expected~~ cost of required upgrades to improve the efficiency of the District administration buildings, at the end of its useful life.
- Reserves will be used to replace or upgrade the administration buildings.

Fund 22 – Water Capital Replacement:

- Capital Repair and Replacement: reserve equal to 4% of the replacement cost of Fund 22 capital assets. The average expected life of capital assets is about 25 years. 4% (1/25) approximates the annual replacement cost of these assets.
- Reserves will be used for the unexpected replacement of a major component of the water infrastructure (e.g. well, treatment plant), for changes to the infrastructure required to meet new regulatory mandates, or for the planned replacement of assets where the cost of the replacement is greater than the current revenue available.

Fund 23 – Wastewater Capital Replacement:



- Capital Repair and Replacement: reserve equal to 4% of the replacement cost of Fund 23 capital assets. The average expected life of capital assets is about 25 years. 4% (1/25) approximates the annual replacement cost of these assets.
- Reserves will be used for the unexpected replacement of a major component of the wastewater infrastructure (e.g. lift stations, treatment plant), for changes to the infrastructure required to meet new regulatory mandates, or for the planned replacement of assets where the cost of the replacement is greater than the current revenue available.

Fund 31 – Administrative Capital Expansion:

The purpose of the fund is to provide capital for all future expansion of administrative support services required for operations and infrastructure at build-out. The balance of the fund may be negative or positive, depending on the cash flow of revenue and expansion capital projects. The fund balance should be zero when all infrastructure and administrative support expansion services needed for the customer base at build-out is built and in operation.

Fund 32 – Water Capital Expansion:

The purpose of the fund is to provide for all future expansion of the water infrastructure required to meet the needs of all future customers. The revenue source is water connection fees. Expenditures will be for capital projects that expand the capacity of the system to meet the needs of new users. The balance of the fund may be negative or positive, depending on the cash flow of connection fee revenue and expansion capital projects. The fund balance should be zero when all infrastructure needed for the customer base at build-out has been built and is in operation.

Fund 33 – Wastewater Capital Expansion:

The purpose of the fund is to provide for all future expansion of the wastewater infrastructure required to meet the needs of all future customers. The revenue source is wastewater connection fees. Expenditures will be for capital projects that expand the capacity of the system to meet the needs of new users. The balance of the fund may be negative or positive, depending on the cash flow of connection fee revenue and expansion capital projects. The fund balance should be zero when all infrastructure needed for the customer base at build-out has been built and is in operation.

Fund 96 – New Enterprise:

- Recommended reserve equal to five-two years' average participation in the employee down payment assistance program.
- Reserves will be used if participation in the employee down payment assistance program in any year is greater than the annual contribution to the fund from District property tax revenues.

Fund 97 – Trout Habitat Enhancement:

The District has an ongoing obligation according to the Trout Habitat agreement to contribute \$10,000/year (increased annually for inflation) for twenty years ending 2032, and administer the accumulated funds for trout habitat enhancement. There is no target fund balance; the balance will be the sum of accumulated contributions less expenditures according to the settlement agreement.

Fund 98 – LADWP Settlement:

The District has a future obligation of \$3.2 million (increased by CPI each year between 2014 and final settlement) to LADWP as part of the agreement entered into by the District and LADWP in July 2013. The

date of the final payment will be affected by the amount of water used by the District's customers, but will be between the years of 2063 and 2073. The annual contribution to meet the future obligation is approximately \$50K.