



**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, March 19, 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.*

***In accordance with the Governor's recent executive orders, this meeting will be conducted in-person and by teleconference. The District boardroom will be open to the public to enable them to be heard on all matters on the agenda. In addition, Directors and members of the public who wish to participate in the meeting by teleconference may do so by dialing 1-800-5117985 and entering code 9104763. The Board President will call for public comment on each agenda item at the appropriate time and all votes will be taken by roll call.***

**AMENDED 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 February 2020 Check Disbursements (Springbrook #'s 57289 – 57401)**

**A-2** Approval of Minutes from the Regular Board Meeting held February 20, 2020

**A-3** Approval of Minutes from the Special Board Meeting held March 10, 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 Possible Approval of "Stories in the Snow" Sponsorship

**C-2** Discussion and Possible Adoption of Resolution No. 03-19-20-02 Approving the Fiscal Year 2020-2021 Capital and Operating Budget

**C-3** Discussion and Possible Adoption of Resolution No. 03-19-20-03 Establishing an Initial Appropriations Limitation for the Fiscal Year 2020-2021

**C-4** Discussion and Possible Adoption of Resolution No. 03-19-20-04 Establishing the Fiscal Year 2020-2021 MCWD Master Fee Schedule

**C-5** Discussion and Possible Adoption of the Fiscal Year 2021 (FY21) Salary and Authorized Positions Resolution (SAPR) – Resolution No. 03-19-20-05

**C-6** Discussion and Possible Approval of the Notice of Exemption (NOE) for the 2020 Water System Improvements Project

## **Committee Reports**

### **Committee Meetings Held:**

Pension Committee – *March 3, 2020*

Technical Services Committee – *March 18, 2020*

Finance Committee – *March 18, 2020*

## Director Comments, Requests, and Reports

### 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

### 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, March 13, 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, MARCH 18, 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 February 2020
2. Review and Approval of Accounts Payable Payment Vouchers for February 2020
3. Discussion and Review of February 2020 Check Register (A-1)
4. Discussion of Finance Department Report (B-3)
5. Discussion of FY 2021 Capital and Operating Budget (C-2)
6. Discussion of FY 2021 Estimated Appropriations Limitation (C-3)
7. Discussion of FY 2021 Master Fee Schedule (C-4)
8. 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, March 13, 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, MARCH 18, 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 / 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", is written over a faint, larger version of the same signature.

MARK BUSBY  
General Manager

Date of Issuance: Friday, March 13, 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 February 2020

Springbrook Software Report

(Check #57289 - #57401)



# MCWD Accounts Payable

## Check Register Notes

### February 2020

<u>Check #</u>	<u>Amount</u>	<u>Vendor</u>	<u>Notes</u>
57312	\$7,000.00	Montrose Environmental Group, Inc.	CARB Compliance Evaluation
57324	\$2,075.28	Cameryn Yow	Resolution of Motor Vehicle Accident Claim
57328	\$33,727.39	Enright Construction	Employee Housing Repairs & Rehab - 140 Sierra Park Road
57329	\$7,477.85	Ferguson Enterprises, Inc.	UL Certification of 4 Meter Data Collectors

### Rebates

14 customers purchased 25 high efficiency toilets and received rebates totalling \$4,381.68

2 customers purchased high efficiency washing machines and received rebates totalling \$800

3 customers purchased high efficiency dishwashers and received rebates totalling \$600

### Payroll Expenses

Employee Gross Payroll:	\$272,359.28
Board Gross Payroll:	\$2,931.50
Net Payroll:	\$191,962.82
Employer Paid Payroll Taxes:	\$4,200.93
Employer Paid 401a:	\$54,471.84 (20% of Gross)
Employer Paid 457b Match:	\$5,163.74 (1.90% of Gross)
Employee Paid 457b:	\$30,384.61 (11.52% of Gross)
Other Employer Paid Benefits:	\$77,611.32

# Accounts Payable

## Checks by Date - Detail by Check Number

User: mbretz  
 Printed: 3/4/2020 3:33 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	PR*AFLAC	AFLAC	02/05/2020	
		PR Batch 00005.02.2020 Aflac After Tax	PR Batch 00005.02.2020 Afla	42.25
		PR Batch 00005.02.2020 Aflac After Tax	PR Batch 00005.02.2020 Afla	1.47
		PR Batch 00005.02.2020 Aflac After Tax	PR Batch 00005.02.2020 Afla	12.07
		PR Batch 00005.02.2020 Aflac Pre-Tax	PR Batch 00005.02.2020 Afla	121.26
		PR Batch 00005.02.2020 Aflac Pre-Tax	PR Batch 00005.02.2020 Afla	11.03
		PR Batch 00005.02.2020 Aflac Pre-Tax	PR Batch 00005.02.2020 Afla	20.78
Total for this ACH Check for Vendor PR*AFLAC:				208.86
ACH	PR*CATAX	CA Tax Payment ACH	02/05/2020	
		PR Batch 00005.02.2020 Ca. State Disability	PR Batch 00005.02.2020 Ca.	407.97
		PR Batch 00005.02.2020 Ca. State Disability	PR Batch 00005.02.2020 Ca.	495.09
		PR Batch 00005.02.2020 Ca. State Disability	PR Batch 00005.02.2020 Ca.	101.98
		PR Batch 00005.02.2020 Ca. State Disability	PR Batch 00005.02.2020 Ca.	59.96
		PR Batch 00005.02.2020 Ca. State Disability	PR Batch 00005.02.2020 Ca.	286.28
		PR Batch 00005.02.2020 State Income Tax	PR Batch 00005.02.2020 Stat	1,658.83
		PR Batch 00005.02.2020 State Income Tax	PR Batch 00005.02.2020 Stat	1,840.33
		PR Batch 00005.02.2020 State Income Tax	PR Batch 00005.02.2020 Stat	451.46
		PR Batch 00005.02.2020 State Income Tax	PR Batch 00005.02.2020 Stat	269.39
		PR Batch 00005.02.2020 State Income Tax	PR Batch 00005.02.2020 Stat	1,086.55
Total for this ACH Check for Vendor PR*CATAX:				6,657.84
ACH	PR*FEDTX	Federal Tax Payment ACH	02/05/2020	
		PR Batch 00005.02.2020 Federal Income Tax	PR Batch 00005.02.2020 Fed	4,891.70
		PR Batch 00005.02.2020 Federal Income Tax	PR Batch 00005.02.2020 Fed	5,538.21
		PR Batch 00005.02.2020 Federal Income Tax	PR Batch 00005.02.2020 Fed	1,214.34
		PR Batch 00005.02.2020 Federal Income Tax	PR Batch 00005.02.2020 Fed	712.10
		PR Batch 00005.02.2020 Federal Income Tax	PR Batch 00005.02.2020 Fed	3,224.97
		PR Batch 00005.02.2020 Medicare Employee Pc	PR Batch 00005.02.2020 Mec	592.20
		PR Batch 00005.02.2020 Medicare Employee Pc	PR Batch 00005.02.2020 Mec	725.82
		PR Batch 00005.02.2020 Medicare Employee Pc	PR Batch 00005.02.2020 Mec	149.20
		PR Batch 00005.02.2020 Medicare Employee Pc	PR Batch 00005.02.2020 Mec	86.86
		PR Batch 00005.02.2020 Medicare Employee Pc	PR Batch 00005.02.2020 Mec	418.18
		PR Batch 00005.02.2020 Medicare Employer Po	PR Batch 00005.02.2020 Mec	592.20
		PR Batch 00005.02.2020 Medicare Employer Po	PR Batch 00005.02.2020 Mec	725.82
		PR Batch 00005.02.2020 Medicare Employer Po	PR Batch 00005.02.2020 Mec	149.20
		PR Batch 00005.02.2020 Medicare Employer Po	PR Batch 00005.02.2020 Mec	86.86
		PR Batch 00005.02.2020 Medicare Employer Po	PR Batch 00005.02.2020 Mec	418.18
Total for this ACH Check for Vendor PR*FEDTX:				19,525.84
ACH	PR*FTJ	FTJ Fund Choice	02/05/2020	
		PR Batch 00005.02.2020 Deferred Comp. Match	PR Batch 00005.02.2020 Defi	744.57
		PR Batch 00005.02.2020 Deferred Comp. Match	PR Batch 00005.02.2020 Defi	966.65
		PR Batch 00005.02.2020 Deferred Comp. Match	PR Batch 00005.02.2020 Defi	204.13
		PR Batch 00005.02.2020 Deferred Comp. Match	PR Batch 00005.02.2020 Defi	119.84
		PR Batch 00005.02.2020 Deferred Comp. Match	PR Batch 00005.02.2020 Defi	504.63
		PR Batch 00005.02.2020 FTJ Deferred Comp	PR Batch 00005.02.2020 FTJ	4,666.64

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		PR Batch 00005.02.2020 FTJ Deferred Comp	PR Batch 00005.02.2020 FTJ	5,906.88
		PR Batch 00005.02.2020 FTJ Deferred Comp	PR Batch 00005.02.2020 FTJ	1,442.25
		PR Batch 00005.02.2020 FTJ Deferred Comp	PR Batch 00005.02.2020 FTJ	826.39
		PR Batch 00005.02.2020 FTJ Deferred Comp	PR Batch 00005.02.2020 FTJ	2,590.14
		PR Batch 00005.02.2020 FTJ Pension	PR Batch 00005.02.2020 FTJ	8,159.20
		PR Batch 00005.02.2020 FTJ Pension	PR Batch 00005.02.2020 FTJ	9,899.10
		PR Batch 00005.02.2020 FTJ Pension	PR Batch 00005.02.2020 FTJ	2,041.47
		PR Batch 00005.02.2020 FTJ Pension	PR Batch 00005.02.2020 FTJ	1,198.65
		PR Batch 00005.02.2020 FTJ Pension	PR Batch 00005.02.2020 FTJ	5,726.67
		Total for this ACH Check for Vendor PR*FTJ:		44,997.21
ACH	PR*STERL	Sterling Health Service Administration	02/05/2020	
		PR Batch 00005.02.2020 Health Savings Acct. E	PR Batch 00005.02.2020 Hea	260.00
		PR Batch 00005.02.2020 Health Savings Acct. E	PR Batch 00005.02.2020 Hea	59.93
		PR Batch 00005.02.2020 Health Savings Acct. E	PR Batch 00005.02.2020 Hea	94.20
		PR Batch 00005.02.2020 Health Savings Acct. E	PR Batch 00005.02.2020 Hea	90.39
		PR Batch 00005.02.2020 Health Savings Acct. E	PR Batch 00005.02.2020 Hea	59.92
		PR Batch 00005.02.2020 Health Savings Acct. E	PR Batch 00005.02.2020 Hea	33.06
		PR Batch 00005.02.2020 Health Savings Acct. E	PR Batch 00005.02.2020 Hea	6.52
		PR Batch 00005.02.2020 Health Savings Acct. E	PR Batch 00005.02.2020 Hea	10.21
		PR Batch 00005.02.2020 Health Savings Acct. E	PR Batch 00005.02.2020 Hea	9.83
		PR Batch 00005.02.2020 Health Savings Acct. E	PR Batch 00005.02.2020 Hea	6.50
		Total for this ACH Check for Vendor PR*STERL:		630.56
ACH	059	John Pedersen	02/18/2020	
	Pedersen	Carson City BLM Field Office Meeting	Personal Vehicle Expense	159.85
		Total for this ACH Check for Vendor 059:		159.85
ACH	PR*AFLAC	AFLAC	02/19/2020	
		PR Batch 00019.02.2020 Aflac After Tax	PR Batch 00019.02.2020 Afla	42.24
		PR Batch 00019.02.2020 Aflac After Tax	PR Batch 00019.02.2020 Afla	1.47
		PR Batch 00019.02.2020 Aflac After Tax	PR Batch 00019.02.2020 Afla	12.08
		PR Batch 00019.02.2020 Aflac Pre-Tax	PR Batch 00019.02.2020 Afla	121.27
		PR Batch 00019.02.2020 Aflac Pre-Tax	PR Batch 00019.02.2020 Afla	11.03
		PR Batch 00019.02.2020 Aflac Pre-Tax	PR Batch 00019.02.2020 Afla	20.77
		Total for this ACH Check for Vendor PR*AFLAC:		208.86
ACH	PR*CATAX	CA Tax Payment ACH	02/19/2020	
		PR Batch 00019.02.2020 Ca. State Disability	PR Batch 00019.02.2020 Ca.	433.63
		PR Batch 00019.02.2020 Ca. State Disability	PR Batch 00019.02.2020 Ca.	501.20
		PR Batch 00019.02.2020 Ca. State Disability	PR Batch 00019.02.2020 Ca.	100.23
		PR Batch 00019.02.2020 Ca. State Disability	PR Batch 00019.02.2020 Ca.	61.81
		PR Batch 00019.02.2020 Ca. State Disability	PR Batch 00019.02.2020 Ca.	275.48
		PR Batch 00019.02.2020 State Income Tax	PR Batch 00019.02.2020 Stat	1,999.47
		PR Batch 00019.02.2020 State Income Tax	PR Batch 00019.02.2020 Stat	1,956.26
		PR Batch 00019.02.2020 State Income Tax	PR Batch 00019.02.2020 Stat	464.42
		PR Batch 00019.02.2020 State Income Tax	PR Batch 00019.02.2020 Stat	282.02
		PR Batch 00019.02.2020 State Income Tax	PR Batch 00019.02.2020 Stat	1,067.88
		Total for this ACH Check for Vendor PR*CATAX:		7,142.40
ACH	PR*FEDTX	Federal Tax Payment ACH	02/19/2020	
		PR Batch 00019.02.2020 Federal Income Tax	PR Batch 00019.02.2020 Fed	5,286.89
		PR Batch 00019.02.2020 Federal Income Tax	PR Batch 00019.02.2020 Fed	5,625.20
		PR Batch 00019.02.2020 Federal Income Tax	PR Batch 00019.02.2020 Fed	1,249.20
		PR Batch 00019.02.2020 Federal Income Tax	PR Batch 00019.02.2020 Fed	742.44
		PR Batch 00019.02.2020 Federal Income Tax	PR Batch 00019.02.2020 Fed	2,956.85

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		PR Batch 00019.02.2020 Medicare Employee Pc	PR Batch 00019.02.2020 Mec	629.40
		PR Batch 00019.02.2020 Medicare Employee Pc	PR Batch 00019.02.2020 Mec	734.86
		PR Batch 00019.02.2020 Medicare Employee Pc	PR Batch 00019.02.2020 Mec	146.72
		PR Batch 00019.02.2020 Medicare Employee Pc	PR Batch 00019.02.2020 Mec	90.05
		PR Batch 00019.02.2020 Medicare Employee Pc	PR Batch 00019.02.2020 Mec	403.40
		PR Batch 00019.02.2020 Medicare Employer Po	PR Batch 00019.02.2020 Mec	629.40
		PR Batch 00019.02.2020 Medicare Employer Po	PR Batch 00019.02.2020 Mec	734.86
		PR Batch 00019.02.2020 Medicare Employer Po	PR Batch 00019.02.2020 Mec	146.72
		PR Batch 00019.02.2020 Medicare Employer Po	PR Batch 00019.02.2020 Mec	90.05
		PR Batch 00019.02.2020 Medicare Employer Po	PR Batch 00019.02.2020 Mec	403.40
Total for this ACH Check for Vendor PR*FEDTX:				19,869.44
ACH	PR*FTJ	FTJ Fund Choice	02/19/2020	
		PR Batch 00019.02.2020 Deferred Comp. Match	PR Batch 00019.02.2020 Defi	835.57
		PR Batch 00019.02.2020 Deferred Comp. Match	PR Batch 00019.02.2020 Defi	980.89
		PR Batch 00019.02.2020 Deferred Comp. Match	PR Batch 00019.02.2020 Defi	200.44
		PR Batch 00019.02.2020 Deferred Comp. Match	PR Batch 00019.02.2020 Defi	123.72
		PR Batch 00019.02.2020 Deferred Comp. Match	PR Batch 00019.02.2020 Defi	483.30
		PR Batch 00019.02.2020 FTJ Deferred Comp	PR Batch 00019.02.2020 FTJ	4,754.28
		PR Batch 00019.02.2020 FTJ Deferred Comp	PR Batch 00019.02.2020 FTJ	5,626.47
		PR Batch 00019.02.2020 FTJ Deferred Comp	PR Batch 00019.02.2020 FTJ	1,293.66
		PR Batch 00019.02.2020 FTJ Deferred Comp	PR Batch 00019.02.2020 FTJ	853.89
		PR Batch 00019.02.2020 FTJ Deferred Comp	PR Batch 00019.02.2020 FTJ	2,424.01
		PR Batch 00019.02.2020 FTJ Pension	PR Batch 00019.02.2020 FTJ	8,672.35
		PR Batch 00019.02.2020 FTJ Pension	PR Batch 00019.02.2020 FTJ	10,023.13
		PR Batch 00019.02.2020 FTJ Pension	PR Batch 00019.02.2020 FTJ	2,004.47
		PR Batch 00019.02.2020 FTJ Pension	PR Batch 00019.02.2020 FTJ	1,236.93
		PR Batch 00019.02.2020 FTJ Pension	PR Batch 00019.02.2020 FTJ	5,509.87
Total for this ACH Check for Vendor PR*FTJ:				45,022.98
ACH	PR*STERL	Sterling Health Service Administration	02/19/2020	
		PR Batch 00019.02.2020 Health Savings Acct. E	PR Batch 00019.02.2020 Hea	260.00
		PR Batch 00019.02.2020 Health Savings Acct. E	PR Batch 00019.02.2020 Hea	67.55
		PR Batch 00019.02.2020 Health Savings Acct. E	PR Batch 00019.02.2020 Hea	67.56
		PR Batch 00019.02.2020 Health Savings Acct. E	PR Batch 00019.02.2020 Hea	101.79
		PR Batch 00019.02.2020 Health Savings Acct. E	PR Batch 00019.02.2020 Hea	67.54
		PR Batch 00019.02.2020 Health Savings Acct. E	PR Batch 00019.02.2020 Hea	33.06
		PR Batch 00019.02.2020 Health Savings Acct. E	PR Batch 00019.02.2020 Hea	7.32
		PR Batch 00019.02.2020 Health Savings Acct. E	PR Batch 00019.02.2020 Hea	7.36
		PR Batch 00019.02.2020 Health Savings Acct. E	PR Batch 00019.02.2020 Hea	11.04
		PR Batch 00019.02.2020 Health Savings Acct. E	PR Batch 00019.02.2020 Hea	7.34
Total for this ACH Check for Vendor PR*STERL:				630.56
ACH	PR*VSP	Vision Service Plan - CA	02/20/2020	
		PR Batch 00005.02.2020 Vision Insurance Prem	PR Batch 00005.02.2020 Visi	239.00
		PR Batch 00005.02.2020 Vision Insurance Prem	PR Batch 00005.02.2020 Visi	344.92
		PR Batch 00005.02.2020 Vision Insurance Prem	PR Batch 00005.02.2020 Visi	57.13
		PR Batch 00005.02.2020 Vision Insurance Prem	PR Batch 00005.02.2020 Visi	31.50
		PR Batch 00005.02.2020 Vision Insurance Prem	PR Batch 00005.02.2020 Visi	187.85
		PR Batch 00020.02.2020 Vision Insurance Prem	PR Batch 00020.02.2020 Visi	119.50
	2-5-20	Adjustment	Vision Insurance Premium	71.70
Total for this ACH Check for Vendor PR*VSP:				1,051.60
ACH	PR*CATAX	CA Tax Payment ACH	02/20/2020	
		PR Batch 00020.02.2020 State Income Tax	PR Batch 00020.02.2020 Stat	50.00



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
January		Parts for LMTP Eye Wash Station	January Visa Transactions	36.25
January		Wheel and Jack for Polaris Trailer	January Visa Transactions	38.40
January		Nuts & Bolts	January Visa Transactions	185.00
January		Nuts & Bolts	January Visa Transactions	189.00
January		Training for D3 Exam - Gonzalez	January Visa Transactions	700.00
January		Flashlight for Veh #52	January Visa Transactions	145.41
January		Studded Snow Tires for Veh #52 and #79	January Visa Transactions	1,690.65
January		Nuts & Bolts	January Visa Transactions	185.00
January		Battery Power Supply for Laptops	January Visa Transactions	71.75
January		Training for Backflow Re-Cert. - Weiland	January Visa Transactions	310.00
January		Cla-Val Training - Larson	January Visa Transactions	450.00
January		Training Travel Expenses - Weiland	January Visa Transactions	243.81
January		Wastewater Training - Motley	January Visa Transactions	700.00
January		ASCE Membership - Carlson	January Visa Transactions	150.00
January		iPad Charger - Pedersen	January Visa Transactions	20.47
January		Adobe - Sornoso/Nelson	January Visa Transactions	25.98
January		Crane Parts and Canada Border Fee	January Visa Transactions	211.14
January		Refund for Returned Merchandise	January Visa Transactions	-209.05
January		Overhead Crane Parts	January Visa Transactions	212.80
January		Flow Meter Replacement	January Visa Transactions	383.86
January		Microwave for Lab Bldg.	January Visa Transactions	389.68
January		Refund for Returned Merchandise	January Visa Transactions	-44.79
January		Lab Analyst 1 Cert. Renewal - Medhurst	January Visa Transactions	89.00
January		Nuts & Bolts	January Visa Transactions	185.00
January		Nitrile Gloves	January Visa Transactions	672.50
January		Manhole Debris Catcher	January Visa Transactions	698.15
January		Battery	January Visa Transactions	5.52
January		Wastewater Exam Study Materials - Ross/Gonza	January Visa Transactions	257.58
January		Dipsticks for FOG Inspections	January Visa Transactions	30.14
January		L'Abri HOA Meeting - Food/Conference Call	January Visa Transactions	109.41
January		Curtain/Rod for Tamarack #140	January Visa Transactions	59.36
January		Wire Cable for WWTP Repairs	January Visa Transactions	516.44
January		Apple Care for 5 iPads	January Visa Transactions	295.00
Total for this ACH Check for Vendor WF0100:				16,989.25
57289	UB*00302	KIEN LY	02/03/2020	
		Refund Check		44.25
		Refund Check		27.33
		Refund Check		54.06
Total for Check Number 57289:				125.64
57290	AM3000	American Business Machines Co.	02/06/2020	
	498911	2/5/20 - 5/4/20	Admin. Building Copier/Print	1,578.87
	499243	1/24/20 - 2/23/20	Ops Copier/Printer Agreemen	50.72
Total for Check Number 57290:				1,629.59
57291	AM4000	American Management Association	02/06/2020	
	80-3396796	Hylton	Management Training	2,145.00
Total for Check Number 57291:				2,145.00
57292	AM4203	Amerigas	02/06/2020	
	3102157908	WWTP/Lab	Propane	664.86
Total for Check Number 57292:				664.86
57293	BA1000	Babcock Laboratories Inc.	02/06/2020	
	CA01977	Lab Services	Lab Services	48.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	CA01978	Lab Services	Lab Services	144.00
	CA01980	Lab Services	Lab Services	96.00
	CA02207	Lab Services	Lab Services	432.00
	CA02337	Lab Services	Lab Services	432.00
	CA02340	Lab Services	Lab Services	847.00
				<hr/>
Total for Check Number 57293:				1,999.00
57294	BI4000 163894	Bishop Ford TPMS Sensor Kits (4)	02/06/2020 Vehicle M & R	306.35
				<hr/>
Total for Check Number 57294:				306.35
57295	BI6000	Bishop Welding Supply	02/06/2020	
	000001588	Tank Rental	Tank Rental	25.00
	000001588	Tank Rental	Tank Rental	25.00
	000001589	Tank Rental	Tank Rental	37.50
	00001587	Tank Rental	Tank Rental	20.83
	00001587	Tank Rental	Tank Rental	20.83
	00001587	Tank Rental	Tank Rental	20.84
				<hr/>
Total for Check Number 57295:				150.00
57296	CA7000 34750	Carmichael Business Technology SSD Drives for MCWDGIS Server	02/06/2020 SSD Drives for MCWDGIS S	418.05
				<hr/>
Total for Check Number 57296:				418.05
57297	CO5800 0000014	Conriquez Cleaning January	02/06/2020 Janatorial Services	2,200.00
				<hr/>
Total for Check Number 57297:				2,200.00
57298	DE8000 13242968	Dewey Pest Control February	02/06/2020 Pest Control Services	190.00
				<hr/>
Total for Check Number 57298:				190.00
57299	DO4000	Do-It Center	02/06/2020	
	209	Misc. HW	Line M & R	1.64
	741921	Acetone	Operating Supplies	72.72
	771	2 Gal Pail and Lid	Operating Supplies	8.22
	91	Straps	Line M & R	4.61
				<hr/>
Total for Check Number 57299:				87.19
57300	EA8000 1922	Eastside Auto Glass Windshield	02/06/2020 Vehicle Maintenance - #92	420.00
				<hr/>
Total for Check Number 57300:				420.00
57301	FE4100 5247581682	FedEx Freight Shipping	02/06/2020 Shipping	317.51
				<hr/>
Total for Check Number 57301:				317.51
57302	FG5000 916628A	FGL Environmental Lab Services	02/06/2020 Lab Services	28.00
				<hr/>
Total for Check Number 57302:				28.00
57303	GR1000	Grainger Inc.	02/06/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	9417258440	Pedestal Heaters (3)	Tools/Equipment	118.07
	9417988947	Thermplex Grease	Line/Equipment M & R	93.53
	9430278136	Press Grease	Line M & R	157.64
Total for Check Number 57303:				369.24
57304	IN6000	In-Situ, Inc.	02/06/2020	
	00132328	Liqui-Nox Concentrated Detergent, 1 qt	Operating Supplies	25.00
	00132328	Calibration Solution	Operating Supplies	65.44
Total for Check Number 57304:				90.44
57305	IQ1000	Backgrounds Online	02/06/2020	
	519916	Pre-Employment Screening	Pre-Employment Screening	84.50
Total for Check Number 57305:				84.50
57306	JA2600	JAS Design	02/06/2020	
	DW Ad	Dishwasher Ad	Graphic Design Services	187.00
Total for Check Number 57306:				187.00
57307	KA4000	Kadesh & Associates, LLC	02/06/2020	
	2-20	January	Professional Services	9,000.00
Total for Check Number 57307:				9,000.00
57308	KD8000	Kenneth D. Schmidt & Associates	02/06/2020	
	January	January	Professional Services - Annu	7,236.16
Total for Check Number 57308:				7,236.16
57309	MA4700	Town of Mammoth Lakes	02/06/2020	
	FY21	Distribution System Improvements FY21	Encroachment Permit Deposit	880.00
	FY21	Sewer Line Rehab FY21	Encroachment Permit Deposit	120.00
Total for Check Number 57309:				1,000.00
57310	MI6000	Mission Uniform & Linen	02/06/2020	
	January	January	Linen and Uniform Service	1,242.33
	January	January	Linen and Uniform Service	126.45
	January	January	Linen and Uniform Service	70.10
	January	January	Linen and Uniform Service	35.05
	January	January	Linen and Uniform Service	35.05
	January	January	Linen and Uniform Service	90.28
	January	January	Linen and Uniform Service	211.94
Total for Check Number 57310:				1,811.20
57311	MO6500	Mono County Tax Collector	02/06/2020	
	060-291-011-100	117 Lake Manor Pl. #11	Property Taxes	850.83
Total for Check Number 57311:				850.83
57312	MO6900	Montrose Environmental Group Inc.	02/06/2020	
	1209253	CARB Compliance Evaluation	Professional Services	7,000.00
Total for Check Number 57312:				7,000.00
57313	MO8000	Mountain Motors Auto Repair	02/06/2020	
	0002337	Cooling System Repair	Vehicle Maintenance - #52	163.26



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57313:	163.26
57314	PR*IUOE 2-5-20 2-5-20 2-5-20 2-5-20	Int'l Union of Op. Engineers Union Dues Union Dues Union Dues Union Dues	02/06/2020 PR Batch 00005.02.2020 Unic PR Batch 00005.02.2020 Unic PR Batch 00005.02.2020 Unic PR Batch 00005.02.2020 Unic	66.00 206.70 4.43 140.87
			Total for Check Number 57314:	418.00
57315	RA2000 13827	Raftelis Financial Consultants, Inc. December	02/06/2020 Wastewater Cost of Service St	1,362.50
			Total for Check Number 57315:	1,362.50
57316	SI3300 29254 29254 29254 29254 29254	Sierra Employment Services, Inc. Week Ending 2/2/20 Week Ending 2/2/20 Week Ending 2/2/20 Week Ending 2/2/20 Week Ending 2/2/20	02/06/2020 Temp Services Temp Services Temp Services Temp Services Temp Services	2,895.20 1,279.52 1,279.52 2,020.00 865.72
			Total for Check Number 57316:	8,339.96
57317	SI3900 3063.5	Sierra Wave Media January	02/06/2020 District Advertising	199.00
			Total for Check Number 57317:	199.00
57318	ST3000 437781	Steves Auto & Truck Parts Delivery Charge from Bishop Ford	02/06/2020 Delivery Charge from Bishop	12.50
			Total for Check Number 57318:	12.50
57319	SW6100 Conboy Conboy	SWRCB-DWOCP Ryan Conboy Ryan Conboy	02/06/2020 D3 Certification D3 Certification	45.00 45.00
			Total for Check Number 57319:	90.00
57320	TA1000 February	Tamarack HOA February	02/06/2020 HOA Dues	475.00
			Total for Check Number 57320:	475.00
57321	TE7010 102285	Telstar Instruments DeNora NXT Series Ejector	02/06/2020 Line M & R	1,071.03
			Total for Check Number 57321:	1,071.03
57322	VE6150 9846762043 9846762043 9846762043 9846762043 9846762043 9846762043 9846762043	Verizon Wireless 1/22/20 - 2/21/20 1/22/20 - 2/21/20 1/22/20 - 2/21/20 1/22/20 - 2/21/20 1/22/20 - 2/21/20 1/22/20 - 2/21/20 1/22/20 - 2/21/20	02/06/2020 iPad Data Plans iPad Data Plans iPad Data Plans iPad Data Plans iPad Data Plans iPad Data Plans iPad Data Plans	44.24 44.24 88.47 66.35 22.12 66.35 22.12
			Total for Check Number 57322:	353.89

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
57323	WE5500 58180364	Western Nevada Supply Warehouse Inventory	02/06/2020 Parts	600.00
Total for Check Number 57323:				600.00
57324	YO1005 19-001	Cameryn Yow Incident Date - 12/1/19	02/06/2020 Resolution of Claim #19-001	2,075.28
Total for Check Number 57324:				2,075.28
57325	CA7000 34783	Carmichael Business Technology Board Room	02/13/2020 VOIP Yealink Phone	594.01
Total for Check Number 57325:				594.01
57326	CB1000 94000120201	California Broadband Cooperative February	02/13/2020 District Internet Service	1,050.00
Total for Check Number 57326:				1,050.00
57327	DO4000 1440 68 740560 740835 740898 741249 741496 741496 741660	Do-It Center Wood Rake Handle Misc. HW Broom for Weld Shop Mouse Traps/Borax 10 ft. Galvanized Pipe Oil Heater for Well 20 Hacksaw Blades Press Room Filters HVAC Filters	02/13/2020 Operating Tools/Equipment Line M&R Operating Tools/Equipment Operating Supplies Line M & R Building M & R Building M & R/Operating St Building M & R/Operating St Building M&R	16.47 105.88 15.51 25.17 78.52 48.48 11.60 25.19 104.44
Total for Check Number 57327:				431.26
57328	EC1000 00202001	Enright Construction 140 Sierra Park Rd.	02/13/2020 Employee Housing Repairs/R	33,727.39
Total for Check Number 57328:				33,727.39
57329	FE6300 1510909-1	Ferguson Enterprises Inc. 1423 Upgrade to Data Collector Modems	02/13/2020 UL Certification	7,477.85
Total for Check Number 57329:				7,477.85
57330	GR1000 9415351403 9428589452 9428589452	Grainger Inc. Dippers/Shipping Boxes/Anemometer 12 Air Filters - 16 x16 x2 12 Air Filters - 24 x24 x2	02/13/2020 Lab Supplies Building M&R Building M&R	424.71 63.88 28.19
Total for Check Number 57330:				516.78
57331	IN4000 167157	Infosend, Inc. January	02/13/2020 UB eBill Processing	423.48
Total for Check Number 57331:				423.48
57332	IN8000 22399	Inyo Crude, Inc. Unleaded	02/13/2020 Fuel Stock	24,454.88
Total for Check Number 57332:				24,454.88
57333	LA9000 9307356583	Lawson Products Tungsten Carbide Bur Kit/Extractor Screw Set	02/13/2020 Operating Tools/Equipment	199.33

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57333:	199.33
57334	MA3000	Mammoth Disposal	02/13/2020	
	999015	January	Trash Removal	1,350.00
	999854	January	Recycling Services	126.00
	999977	January	Recycling Service	120.00
			Total for Check Number 57334:	1,596.00
57335	MC5000	McMaster-Carr Supply Co.	02/13/2020	
	28517110	Hoze Nozzle/Hose Fittings/Drill Bit Set	Operating Supplies	190.74
	28963150	PVC Pipe/Fittings/Routing Clamps	Line M&R	134.48
	30201351	O-Rings	Line M&R	26.88
			Total for Check Number 57335:	352.10
57336	MO6400	Mono County Public Works	02/13/2020	
	0120	January	Sludge Processing	27,122.61
			Total for Check Number 57336:	27,122.61
57337	ND1000	NDGOFX	02/13/2020	
	1653b	Vactor #51	Repair to Debris Tank	835.00
	1653b	Vactor #51	Repair to Debris Tank	835.00
			Total for Check Number 57337:	1,670.00
57338	PD5000	PDM Steel Service Centers, Inc.	02/13/2020	
	406388.01	Steel Tubing	Line M&R	744.10
			Total for Check Number 57338:	744.10
57339	PR*ACHBA	ACWA - Joint Powers Ins Authority	02/13/2020	
	2-5-20	Staff Dental Insurance Premium	Staff Health Insurance Premiu	1,219.69
	2-5-20	Staff Dental Insurance Premium	Staff Health Insurance Premiu	1,709.84
	2-5-20	Staff Dental Insurance Premium	Staff Health Insurance Premiu	227.17
	2-5-20	Staff Dental Insurance Premium	Staff Health Insurance Premiu	119.59
	2-5-20	Staff Dental Insurance Premium	Staff Health Insurance Premiu	942.05
	2-5-20	Staff Life Insurance Premium	Staff Health Insurance Premiu	765.26
	2-5-20	Staff Life Insurance Premium	Staff Health Insurance Premiu	602.59
	2-5-20	Staff Life Insurance Premium	Staff Health Insurance Premiu	99.06
	2-5-20	Staff Life Insurance Premium	Staff Health Insurance Premiu	60.68
	2-5-20	Staff Life Insurance Premium	Staff Health Insurance Premiu	350.73
	2-5-20	Staff Medical Insurance Premium	Staff Health Insurance Premiu	16,149.74
	2-5-20	Staff Medical Insurance Premium	Staff Health Insurance Premiu	24,901.96
	2-5-20	Staff Medical Insurance Premium	Staff Health Insurance Premiu	3,285.50
	2-5-20	Staff Medical Insurance Premium	Staff Health Insurance Premiu	1,699.11
	2-5-20	Staff Medical Insurance Premium	Staff Health Insurance Premiu	13,821.12
	2-5-20	Adjustment	Staff Health Insurance Premiu	8,683.80
			Total for Check Number 57339:	74,637.89
57340	RP*934	Dennis Shannon	02/13/2020	
	HET1	Chateau Sans Nom, #38	HET Rebate	100.00
			Total for Check Number 57340:	100.00
57341	RP1221	Jake Kostyzak	02/13/2020	
	HET2	Snowcreek V, #716	HET Rebate	400.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57341:	400.00
57342	RP1546 HET2	Edward Banda 111 Davison Road, Unit B	02/13/2020 HET Rebate	400.00
			Total for Check Number 57342:	400.00
57343	RP1652 HET1 HET2	Mikhail Fridman Ski Trails MHP, #84 Ski Trails MHP, #71	02/13/2020 HET Rebate HET Rebate	197.50 358.56
			Total for Check Number 57343:	556.06
57344	RP1662 HET1	William Taylor The Summit, #294	02/13/2020 HET Rebate	136.93
			Total for Check Number 57344:	136.93
57345	RP1663 HET1	Michael Renta Forest Meadows, #20	02/13/2020 HET Rebate	200.00
			Total for Check Number 57345:	200.00
57346	RP1664 HET2	James Dobrowalski 260 Silver Tip Lane	02/13/2020 HET Rebate	314.20
			Total for Check Number 57346:	314.20
57347	RP1665 HET1	Donald MacHale Val D'Iserre, #43	02/13/2020 HET Rebate	200.00
			Total for Check Number 57347:	200.00
57348	SH2800 7810	The Sheet January	02/13/2020 Employment Classified Ads	108.00
			Total for Check Number 57348:	108.00
57349	SO8002 011420 011420-2	Southern California Edison 140 Sierra Park Road 117 Lake Manor Place, #11	02/13/2020 Electricity Electricity	350.11 328.45
			Total for Check Number 57349:	678.56
57350	ST3000 985476	Steves Auto & Truck Parts Replacement Battery for Kohler Generator	02/13/2020 Equipment M&R	156.15
			Total for Check Number 57350:	156.15
57351	UB*00303	JIM OGG Refund Check Refund Check	02/13/2020	9.74 13.83
			Total for Check Number 57351:	23.57
57352	US1500 129559	USA Blue Book DPD 4 (Total) Dispenser for 25 mL Samples, 10	02/13/2020 Operating Chemicals	102.33
			Total for Check Number 57352:	102.33
57353	VE6151 9847602773	Verizon Wireless Meter Data Collectors (4)	02/13/2020 Land Lines	80.72

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57353:	80.72
57354	WE5500 58174581 58174581-1	Western Nevada Supply Brass Fittings Brass Fittings	02/13/2020 Line M&R Line M&R	 7,259.44 107.97
			Total for Check Number 57354:	7,367.41
57355	AL5000 4102589	Allied Wire & Cable Inc. PVC	02/20/2020 Line M & R	 140.00
			Total for Check Number 57355:	140.00
57356	AM4202 3102604293	Amerigas District Offices	02/20/2020 Propane	 883.81
			Total for Check Number 57356:	883.81
57357	BR4000 68184 68184 68184 68184 68185 68186 68188 68190	Britt's Diesel & Automotive Vendor Travel & Milage Vendor Travel & Milage Vendor Travel & Milage Vendor Travel & Milage BIT Inspection - Veh #77 BIT Inspection & Service - Veh #87 BIT Inspection & Service - Veh #1 BIT Inspection - Veh #51	02/20/2020 Vehicle M&R/Inspections Vehicle M&R/Inspections Vehicle M&R/Inspections Vehicle M&R/Inspections Vehicle M&R/Inspections Vehicle M&R/Inspections Vehicle M&R/Inspections Vehicle M&R/Inspections	 60.75 60.75 218.70 267.30 196.00 742.05 912.32 196.00
			Total for Check Number 57357:	2,653.87
57358	CA7000 34816 34866	Carmichael Business Technology WWTP Networking Equipment 2020-2021	02/20/2020 Computer Equipment/Hardwa Annual SSL Cert. Renewal - 1	 225.47 248.00
			Total for Check Number 57358:	473.47
57359	CA8000 4032	CASA 2020	02/20/2020 Annual Membership Dues	 4,456.00
			Total for Check Number 57359:	4,456.00
57360	CO5800 0017	Conriquez Cleaning Tamarack, #140	02/20/2020 Cleaning Services	 375.00
			Total for Check Number 57360:	375.00
57361	DO4000 1635	Do-It Center Epoxy Putty	02/20/2020 Operating Supplies	 6.29
			Total for Check Number 57361:	6.29
57362	GR1000 9433445088	Grainger Inc. Fixed-Height Work Table	02/20/2020 Operating Tools & Equipment	 185.34
			Total for Check Number 57362:	185.34
57363	HA3000 11825761 11825762	Hach Company Solitax PM and CAL Solitax PM and CAL	02/20/2020 Line M&R Line M&R	 487.66 432.00
			Total for Check Number 57363:	919.66

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
57364	LA9000 9307367906	Lawson Products Step Reamer Set	02/20/2020 Operating Tools & Equipment	383.11
Total for Check Number 57364:				383.11
57365	MA4400 1335 1335	Mammoth Lakes Contractors Association, I Roberts Roberts	02/20/2020 2020 Annual Membership Du 2020 Annual Membership Du	87.50 87.50
Total for Check Number 57365:				175.00
57366	PR*SNWCK 2-19-20 2-19-20 2-19-20 2-19-20	Snowcreek Athletic Club Snowcreek Dues Snowcreek Dues Snowcreek Dues Snowcreek Dues	02/20/2020 Snowcreek Dues Snowcreek Dues Snowcreek Dues Snowcreek Dues	210.42 40.07 44.77 172.74
Total for Check Number 57366:				468.00
57367	RA2000 14246	Raftelis Financial Consultants, Inc. January	02/20/2020 Wastewater Cost of Service St	1,148.75
Total for Check Number 57367:				1,148.75
57368	SI3300 29298 29298 29298 29298 29298	Sierra Employment Services, Inc. Week Ending 2/16/20 Week Ending 2/16/20 Week Ending 2/16/20 Week Ending 2/16/20 Week Ending 2/16/20	02/20/2020 Temp Services Temp Services Temp Services Temp Services Temp Services	2,840.92 1,450.20 2,030.28 1,450.20 870.12
Total for Check Number 57368:				8,641.72
57369	UB*00304	WM. VOGEL Refund Check Refund Check Refund Check	02/20/2020	58.65 18.70 71.57
Total for Check Number 57369:				148.92
57370	WI4000 30623	Wiley Price & Radulovich LLP Returned Files to PSD	02/20/2020 Shipping	33.75
Total for Check Number 57370:				33.75
57371	AM3000 502321	American Business Machines Co. 2/24/20 - 3/23/20	02/26/2020 Ops Copier/Printer Monthly A	36.84
Total for Check Number 57371:				36.84
57372	AM4200 3102730773	Amerigas Plant #1	02/26/2020 Propane	522.79
Total for Check Number 57372:				522.79
57373	AM4203 3102685759 3102997636	Amerigas WWTP/Lab WWTP/Lab	02/26/2020 Propane Propane	579.58 828.08
Total for Check Number 57373:				1,407.66
57374	BA1000	Babcock Laboratories Inc.	02/26/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	CA00277	Lab Services	Lab Services	1,326.00
	CA01051	Lab Services	Lab Services	736.00
	CB01696	Lab Services	Lab Services	160.00
Total for Check Number 57374:				2,222.00
57375	BA7200	Bartkiewicz, Kronick & Shanahan	02/26/2020	
	January	General	Legal Services	7,698.64
	January	Well 32	Legal Services	387.50
	January	Well 32	Legal Services	1,089.20
Total for Check Number 57375:				9,175.34
57376	CA7000	Carmichael Business Technology	02/26/2020	
	34899	March	Monthly Cloud Backups Agre	250.00
	35071	2020 - 2021	Annual Auvik Network Monit	2,880.00
	35094	March	Monthly VOIP Agreement	610.81
	MSP34888	March	Monthly IT Maintenance Agre	2,500.00
Total for Check Number 57376:				6,240.81
57377	DO4000	Do-It Center	02/26/2020	
	2280	Miscellaneous	Operating Supplies	58.33
Total for Check Number 57377:				58.33
57378	FR6000	Frontier	02/26/2020	
	021620	2/16/20 - 3/15/20	Land Lines	72.09
	February20	2/16/20 - 3/15/20	Land Lines	191.80
	February20	2/16/20 - 3/15/20	Land Lines	44.72
	February20	2/16/20 - 3/15/20	Land Lines	52.65
	February20	2/16/20 - 3/15/20	Land Lines	44.71
Total for Check Number 57378:				405.97
57379	LA1200	L'Abri H.O.A.	02/26/2020	
	#10 March	March	HOA Dues	350.00
	#6 March	March	HOA Dues	350.00
	#9 March	March	HOA Dues	350.00
Total for Check Number 57379:				1,050.00
57380	LI4200	Liebert Cassidy Whitmore	02/26/2020	
	1492771	January	Legal Services	152.00
Total for Check Number 57380:				152.00
57381	MA4300	Mammoth Hospital	02/26/2020	
	210009869	John Slover	DMV Physical	124.20
Total for Check Number 57381:				124.20
57382	MM1000	Mountain Meadows HOA	02/26/2020	
	022020	March	HOA Dues	450.00
Total for Check Number 57382:				450.00
57383	PR*STAND	Standard Insurance Company	02/26/2020	
	2-19-20	Staff Long Term Disb.	Staff Disability Insurance Prei	248.16
	2-19-20	Staff Long Term Disb.	Staff Disability Insurance Prei	292.26
	2-19-20	Staff Long Term Disb.	Staff Disability Insurance Prei	59.57
	2-19-20	Staff Long Term Disb.	Staff Disability Insurance Prei	36.95

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
2-19-20		Staff Long Term Disb.	Staff Disability Insurance Prei	161.90
2-19-20		Staff Shrt Term Disb	Staff Disability Insurance Prei	33.09
2-19-20		Staff Shrt Term Disb	Staff Disability Insurance Prei	38.90
2-19-20		Staff Shrt Term Disb	Staff Disability Insurance Prei	7.97
2-19-20		Staff Shrt Term Disb	Staff Disability Insurance Prei	4.92
2-19-20		Staff Shrt Term Disb	Staff Disability Insurance Prei	21.65
2-5-20		Adjustment	Disability Insurance Premium	-0.02
2-5-20		Staff Long Term Disb.	Staff Disability Premium	244.77
2-5-20		Staff Long Term Disb.	Staff Disability Premium	282.35
2-5-20		Staff Long Term Disb.	Staff Disability Premium	60.76
2-5-20		Staff Long Term Disb.	Staff Disability Premium	35.65
2-5-20		Staff Long Term Disb.	Staff Disability Premium	156.67
2-5-20		Staff Shrt Term Disb	Staff Disability Premium	32.63
2-5-20		Staff Shrt Term Disb	Staff Disability Premium	37.68
2-5-20		Staff Shrt Term Disb	Staff Disability Premium	8.14
2-5-20		Staff Shrt Term Disb	Staff Disability Premium	4.70
2-5-20		Staff Shrt Term Disb	Staff Disability Premium	20.87
Total for Check Number 57383:				1,789.57
57384	RP*443 HEDW1	Bernhard Baumgartner 209 Mill Street	02/26/2020 HEDW Rebate	200.00
Total for Check Number 57384:				200.00
57385	RP*556 HECW1	Chateau Sierra HOA Chateau Sierra, #1	02/26/2020 HECW Rebate	400.00
Total for Check Number 57385:				400.00
57386	RP*748 HET1	George McNee Sierra Park Apartments, #21	02/26/2020 HET Rebate	200.00
Total for Check Number 57386:				200.00
57387	RP*985 HECW1	Samuel Patterson, Jr. 191 Summit Street	02/26/2020 HECW Rebate	400.00
Total for Check Number 57387:				400.00
57388	RP1045 HEDW1	Emery Chang Mammoth View Villas, #49	02/26/2020 HEDW Rebate	200.00
Total for Check Number 57388:				200.00
57389	RP1635 HET1	Nicole Yoblonski Hidden Valley Village, #22	02/26/2020 HET Rebate	174.49
Total for Check Number 57389:				174.49
57390	RP1666 HET2	John Grewell The Heritage, #202	02/26/2020 HET Rebate	400.00
Total for Check Number 57390:				400.00
57391	RP1667 HET1	Douglas MacLellan Courchevel, #59	02/26/2020 HET Rebate	200.00
Total for Check Number 57391:				200.00
57392	RP1668 HEDW1	Rochelle Gartner 282 Wagon Wheel Road	02/26/2020 HEDW Rebate	200.00



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57392:	200.00
57393	RP1669 HET5	Maria Baker 53 St. Moritz Road	02/26/2020 HET Rebate	700.00
			Total for Check Number 57393:	700.00
57394	RP1670 HET2	Paul Gunderson Sierra Park Villas, #25	02/26/2020 HET Rebate	400.00
			Total for Check Number 57394:	400.00
57395	SO8000 021420 021420 021420 021420	Southern California Edison Electricity Electricity Electricity Electricity	02/26/2020 Electricity Electricity Electricity Electricity	4,429.64 9,108.64 5,611.03 1,483.69
			Total for Check Number 57395:	20,633.00
57396	SO8001 021920	Southern California Edison WWTP	02/26/2020 Electricity	4,253.47
			Total for Check Number 57396:	4,253.47
57397	SO8002 021920	Southern California Edison Tamarack	02/26/2020 Electricity	116.77
			Total for Check Number 57397:	116.77
57398	TE7000 0069531.IN	Tesco Controls, Inc. WWTP Parts	02/26/2020 Line/Equipment M & R	193.05
			Total for Check Number 57398:	193.05
57399	TI4100 021920	Timberline HOA March	02/26/2020 HOA Dues	580.00
			Total for Check Number 57399:	580.00
57400	TO5000 6771	Tokay Software 4/22/20 - 4/21/21	02/26/2020 Backflow Software Annual M	590.00
			Total for Check Number 57400:	590.00
57401	UB*00305	MMSA CONDO - SIERRA MANORS #67 Refund Check	02/26/2020	40.47
			Total for Check Number 57401:	40.47
			Report Total (131 checks):	478,153.18

<u>Merchant Name</u>	<u>Fund GL Acct</u>	<u>Cardholder</u>	<u>Trans.</u> <u>Date</u>	<u>Amount</u>	<u>Description</u>
HING DONUTS	10-110-6023	R. MOTLEY	1/8	27.48	treats for staff meeting
VONS	10-110-6023	S. HAKE	1/7	61.22	Meeting Snacks
VONS	10-110-6023	S. HAKE	1/8	24.85	Meeting Snacks
VONS	10-110-6023	S. HAKE	1/19	16.00	BDay Cookie Supplies
DIRECTV	10-110-6024	M. VENDORS	1/3	114.98	Eng. Bldg. Satellite Svc.
	<b>10-110-6023</b>	<b>Total</b>		244.53	
ADOBE	10-110-6105	S. HAKE	1/27	14.99	Adobe
	<b>10-110-6105</b>	<b>Total</b>		14.99	
NNA SERVICES LLC	10-110-6160	S. HAKE	1/8	102.00	Notary Membership/Insurance
	<b>10-110-6160</b>	<b>Total</b>		102.00	
AMAZON	10-110-6180	C. WEIBERT	1/20	61.82	Admin Kitchen Supplies
RITE AID	10-110-6180	M. BUSBY	1/16	26.92	Sun screen
AMAZON	10-110-6180	M. LOGAN	1/9	60.97	Tea for Eng. Building
STAPLES	10-110-6180	S. HAKE	1/4	55.55	Office Supplies
AMAZON	10-110-6180	S. HAKE	1/7	50.51	Office Supplies
AMAZON	10-110-6180	S. HAKE	1/7	9.69	Office Supplies
STAPLES	10-110-6180	S. HAKE	1/10	85.63	Office Supplies
LAMINATIONS CO	10-110-6180	S. HAKE	1/16	53.30	Office Supplies
STAPLES	10-110-6180	S. HAKE	1/17	78.70	Office Supplies
NAAGTAG COM	10-110-6180	S. HAKE	1/24	11.00	Name Plate
STAPLES	10-110-6180	S. HAKE	1/24	129.50	Office Supplies
STAPLES	10-110-6180	S. HAKE	1/25	126.56	Office Supplies
STAPLES	10-110-6180	S. HAKE	1/25	88.34	Office Supplies
STAPLES	10-110-6180	S. HAKE	1/25	26.93	Office Supplies
STAPLES	10-110-6180	S. HAKE	1/25	24.23	Office Supplies
	<b>10-110-6180</b>	<b>Total</b>		889.65	
ZOOGUE	10-110-6181	M. VENDORS	1/30	300.25	5 iPad Cases for Board
APPLE.COM	10-110-6181	M. VENDORS	1/31	295.00	2-Yr Apple Care for 5 Board iPads
	<b>10-110-6181</b>	<b>Total</b>		595.25	
UPS	10-110-6185	M. VENDORS	1/13	62.00	Service Fees 2 wks
UPS	10-110-6185	M. VENDORS	1/20	15.50	Service Fee
UPS	10-110-6185	M. VENDORS	1/27	31.00	Service Fee
USPS	10-110-6185	S. HAKE	1/8	6.85	Postage
	<b>10-110-6185</b>	<b>Total</b>		115.35	
APPLE.COM	10-110-6210	M. BUSBY	1/20	0.99	Cell phone storage
	<b>10-110-6210</b>	<b>Total</b>		0.99	
EXTENDED STUDY	10-110-6215	E. HYLTON	1/23	698.00	Grant Cert. Course Online
VONS	10-110-6215	S. HAKE	1/19	30.74	Meeting Snacks
STELLAR BREW	10-110-6215	S. HAKE	1/21	74.79	Meeting Breakfast
GIOVANNIS	10-110-6215	S. HAKE	1/22	109.49	Meeting Lunch
VONS	10-110-6215	S. HAKE	1/23	105.66	Meeting Snacks
	<b>10-110-6215</b>	<b>Total</b>		1,018.68	
ADOBE	10-120-6105	M. BRETZ	1/28	14.99	Adobe - Bretz
	<b>10-120-6105</b>	<b>Total</b>		14.99	
USPS	10-120-6185	J. BEATTY	1/21	7.70	Mail SCO report
USPS	10-120-6185	M. BRETZ	1/30	7.80	Postage - 1099s to IRS
	<b>10-120-6185</b>	<b>Total</b>		15.50	
BLUEBEAM	10-130-6105	J. MULBAY	1/16	1,299.00	Bluebeam Add'l License Subs
CANADA BORDER FEE	10-130-6105	J. MULBAY	1/18	0.08	Tockify Web Calendar
TOCKIFY	10-130-6105	J. MULBAY	1/18	8.00	Tockify Web Calendar
BLUEBEAM INC	10-130-6105	J. MULBAY	1/16	2,178.00	Bluebeam Open License Renewal
	<b>10-130-6105</b>	<b>Total</b>		3,485.08	

<u>Merchant Name</u>	<u>Fund GL Acct</u>	<u>Cardholder</u>	<u>Trans.</u> <u>Date</u>	<u>Amount</u>	<u>Description</u>
GOVCNCTN	10-130-6180	J. MULBAY	1/16	106.80	External 500 GB HDs
	<b>10-130-6180 Total</b>			106.80	
GOVCNCTN	10-130-6181	J. MULBAY	1/11	281.50	IS Department Monitors
PCH WIRELESS	10-130-6181	J. MULBAY	1/20	395.60	ISD Julie Burkhardt iPad
ZOOGUE	10-130-6181	J. MULBAY	1/21	53.86	iPad Case - Burkhardt
	<b>10-130-6181 Total</b>			730.96	
AMAZON	10-160-6180	C. WEIBERT	1/29	(18.99)	Return Defective Flash Drive
	<b>10-160-6180 Total</b>			(18.99)	
USPS	10-160-6185	C. WEIBERT	1/8	4.39	Shipping to LCW
	<b>10-160-6185 Total</b>			4.39	
CONF CALL	20-110-6210	S. HAKE	1/14	7.71	Conference Call
CONF CALL	20-110-6210	S. HAKE	1/28	6.86	Conference Call
	<b>20-110-6210 Total</b>			14.57	
PHENOVA, INC.	20-140-6180	B. HAFNER	12/30	142.08	Performance Evaluation Samples
	<b>20-140-6180 Total</b>			142.08	
AT&T DATA	20-150-6210	M. VENDORS	1/15	35.00	Clays iPad Data Plan
	<b>20-150-6210 Total</b>			35.00	
BOOTBARN	20-170-6024	H. WALDEN	1/25	(172.39)	Returned boots Refund
	<b>20-170-6024 Total</b>			(172.39)	
ADOBE	20-170-6105	K. BEDOW	1/28	14.99	Editing software subscription
ADOBE	20-170-6105	R. MOTLEY	1/13	14.99	Adobe software subscription
	<b>20-170-6105 Total</b>			29.98	
CWEA	20-170-6160	K. WEILAND	1/3	192.00	CWEA membership renewal
	<b>20-170-6160 Total</b>			192.00	
KIMBALL MIDWEST	20-170-6180	R. MOTLEY	1/25	185.24	nuts and bolt hardware
	<b>20-170-6180 Total</b>			185.24	
ACE TOOL ONLINE	20-170-6200	H. WALDEN	1/3	214.48	Cut protection gloves
	<b>20-170-6200 Total</b>			214.48	
ASCE	20-210-6160	J. PEDERSEN	1/17	150.00	ASCE Membership - Carlson
	<b>20-210-6160 Total</b>			150.00	
GOVCNCTN	20-210-6181	J. MULBAY	1/11	281.50	Engineering Dept. Monitors
APPLE.COM	20-210-6181	M. VENDORS	1/31	20.47	iPad USB Charger
	<b>20-210-6181 Total</b>			301.97	
PLATT ELECTRIC	20-220-6145	H. WALDEN	1/21	87.78	Blower fan motor-Well 20.
	<b>20-220-6145 Total</b>			87.78	
ETRAILER	20-220-6155	R. CONBOY	12/31	11.55	Wheel for Polaris Ranger Trailer
ETRAILER	20-220-6155	R. CONBOY	1/16	26.84	Jack for Polaris Ranger Trailer
	<b>20-220-6155 Total</b>			38.39	
ZORO TOOLS	20-230-6120	D. SPERRY	1/1	36.25	Parts-LMTP Eyewash station
	<b>20-230-6120 Total</b>			36.25	
ETRAILER	20-230-6155	R. CONBOY	12/31	11.55	Wheel-Polaris Ranger Trailer
ETRAILER	20-230-6155	R. CONBOY	1/16	26.85	Jack for Polaris Ranger Trailer
	<b>20-230-6155 Total</b>			38.40	
KIMBALL MIDWEST	20-230-6180	R. MOTLEY	1/25	185.00	nuts and bolt hardware
	<b>20-230-6180 Total</b>			185.00	
KIMBALL MIDWEST	20-245-6180	R. MOTLEY	1/25	189.00	nuts and bolt hardware
	<b>20-245-6180 Total</b>			189.00	
WQI	20-245-6215	R. GONZALEZ	1/15	700.00	Robert training for D3 test
	<b>20-245-6215 Total</b>			700.00	
OUTLETSTORE	20-255-6120	B. SULESKI	1/10	145.41	Flashlight for truck 52
	<b>20-255-6120 Total</b>			145.41	
DISCOUNT TIRE	20-255-6155	M. HANNON	1/2	1,690.65	Studded snow tires-veh # 52/79

<u>Merchant Name</u>	<u>Fund GL Acct</u>	<u>Cardholder</u>	<u>Trans.</u> <u>Date</u>	<u>Amount</u>	<u>Description</u>
DISCOUNT TIRE	20-255-6155	M. HANNON	1/2	1,690.65	Studded snow tires-veh # 52/79
DISCOUNT TIRE	20-255-6155	M. HANNON	1/7	(1,690.65)	Studded snow tires-veh # 52/79
	<b>20-255-6155 Total</b>			1,690.65	
KIMBALL MIDWEST	20-255-6180	R. MOTLEY	1/25	185.00	nuts and bolt hardware
	<b>20-255-6180 Total</b>			185.00	
PANGPANGTEC	20-255-6181	B. SULESKI	1/17	71.04	Battery power supply for laptops
CANADA BORDER FEE	20-255-6181	B. SULESKI	1/17	0.71	Canada Border Fee
	<b>20-255-6181 Total</b>			71.75	
BACKFLOW TEST	20-255-6215	K. WEILAND	1/6	310.00	refresher course - backflow re cert.
CLA - VAL	20-255-6215	R. LARSON	1/7	450.00	cla-val class for English and Larson
	<b>20-255-6215 Total</b>			760.00	
PEPPERMILL	20-255-6220	K. WEILAND	1/9	43.31	Meal - Training
PEPPERMILL	20-255-6220	K. WEILAND	1/10	23.38	Meal - Training
PEPPERMILL	20-255-6220	K. WEILAND	1/10	23.49	Meal - Training
CHEVRON	20-255-6220	K. WEILAND	1/10	29.39	Fuel for travel, back flow re cert
JIMMY JOHNS	20-255-6220	K. WEILAND	1/10	10.62	Meal - Training
PEPPERMILL	20-255-6220	K. WEILAND	1/11	23.97	Meal - Training
PEPPERMILL	20-255-6220	K. WEILAND	1/11	71.80	Hotel resort fee
PHO COUNTRY	20-255-6220	K. WEILAND	1/11	17.85	Meal - Training
	<b>20-255-6220 Total</b>			243.81	
CWEA	30-140-6160	R. MEDHURST	1/2	89.00	Lab Analyst 1 cert. renewal
	<b>30-140-6160 Total</b>			89.00	
UPS	30-140-6185	M. VENDORS	1/13	71.16	Shipping Fee
UPS	30-140-6185	M. VENDORS	1/20	127.77	Shipping Fees
	<b>30-140-6185 Total</b>			198.93	
WQI	30-170-6215	R. MOTLEY	1/7	700.00	wastewater class
	<b>30-170-6215 Total</b>			700.00	
ASCE	30-310-6160	J. PEDERSEN	1/17	150.00	ASCE Membership - Carlson
	<b>30-310-6160 Total</b>			150.00	
APPLE.COM	30-310-6181	M. VENDORS	1/31	20.47	iPad Power Adapter
	<b>30-310-6181 Total</b>			20.47	
ADOBE	30-320-6105	S. SORNOSO	1/2	12.99	Adobe
ADOBE	30-320-6105	T. NELSON	1/15	12.99	Adobe Subscriptions
	<b>30-320-6105 Total</b>			25.98	
ZORO TOOLS	30-320-6145	M. LOGAN	1/8	516.44	wire cable for WWTP repairs
CRANE-CONTR	30-320-6145	H. WALDEN	1/3	209.05	Cancelled order.
CANADA BORDER FEE	30-320-6145	H. WALDEN	1/3	2.09	Canada Border Fee
CRANE-CONTR	30-320-6145	H. WALDEN	1/7	(209.05)	Cancelled crane parts-Refund.
KISTLER EQUIP	30-320-6145	H. WALDEN	1/15	212.80	Overhead crane parts - WWTP
GLOBALTEST	30-320-6145	T. NELSON	1/2	383.86	New flow meter replacement
	<b>30-320-6145 Total</b>			1,115.19	
AMAZON	30-320-6150	R. MOTLEY	1/8	389.68	New microwave for lab bldg
AMAZON	30-320-6150	R. MOTLEY	1/11	(44.79)	refund for extra parts
	<b>30-320-6150 Total</b>			344.89	
KIMBALL MIDWEST	30-320-6180	R. MOTLEY	1/25	185.00	nuts and bolt hardware
NITRILEGLOVES	30-320-6180	S. SORNOSO	1/28	672.50	Nitrile Industrial Gloves
	<b>30-320-6180 Total</b>			857.50	
USA BLUE BOOK	30-345-6120	P. ROSS	1/30	698.15	Manhole Debris Catcher
	<b>30-345-6120 Total</b>			698.15	
RITE AID	30-345-6155	R. GONZALEZ	1/15	5.52	TV Van Battery for the computer
	<b>30-345-6155 Total</b>			5.52	
OCTWATERQUA	30-345-6192	P. ROSS	1/10	79.50	WW Cert Study Book - Grade 3

<u>Merchant Name</u>	<u>Fund GL Acct</u>	<u>Cardholder</u>	<u>Trans. Date</u>	<u>Amount</u>	<u>Description</u>
OWPSACSTATE	30-345-6192	P. ROSS	1/30	66.55	WW Cert Study Book - Grade 3
OWPSACSTATE	30-345-6192	R. GONZALEZ	1/14	111.53	WW Cert Study Book
<b>30-345-6192 Total</b>				257.58	
AMAZON	30-355-6180	K. BEDOW	1/29	30.14	Dip sticks for FOG inspections
<b>30-355-6180 Total</b>				30.14	
AMAZON	96-000-6115	C. WEIBERT	1/10	59.36	Tamarack Unit 140 Rod /Curtain
VONS	96-000-6115	C. WEIBERT	1/24	6.99	Lbri HOA Meeting
CONF CALL	96-000-6115	S. HAKE	1/29	12.44	Conf. Call - LAbri HOA Meeting
SUBWAY	96-000-6155	C. WEIBERT	1/30	89.98	LAbri HOA Meeting
<b>96-000-6115 Total</b>				168.77	
<b>Grand Total</b>				17,446.66	

# MINUTES

Thursday, February 20, 2020  
Mammoth Community Water District  
Regular 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 7:36 p.m.*

Prepared by:

Stephanie Hake  
Executive Assistant

ATTEST:

Mark Busby  
Board Secretary

**THE REGULAR MEETING** of the Board of Directors of the Mammoth Community Water District held on Thursday, February 20, 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  
Administrative Analyst: Betty Hylton  
Executive Assistant: Stephanie Hake  
District Counsel: Joshua Horowitz *(via phone)*

**Guests Present**

Eric Holmes – Desert Research Institute  
Theresa Brocia  
Brandon Brocia  
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.*

*Eric Holmes of the Desert Research Institute addressed the Board requesting that the Board consider sponsorship of the “Stories in the Snow” program for 6<sup>th</sup> graders in the Mammoth Unified School District. The Board asked a couple of questions. President Smith thanked Mr. Holmes for his presentation and directed staff to put the item on a future agenda for consideration.*

*Mark Busby introduced MCWD staff member, Jerry Baker. Mr. Baker was recently promoted to Water and Wastewater Maintenance Superintendent and will assume the position on Monday, February 24, 2020.*

*President Smith congratulated Mr. Baker and closed the public forum at 5:41 p.m.*

### **CONSENT AGENDA A**

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

**A-2 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**

*Director Cage noted that item C-1, from the minutes of the January 23, 2020 meeting, should reflect that Director Cage was the one who nominated Director Creasy for the position of Vice President.*

**BOARD ACTION – To approve Consent Agenda A with the noted amendment to the minutes from the January 23, 2020 Board meeting**

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

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

**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**

*Director Cage made a motion.*

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

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



## **CURRENT BUSINESS**

### **C-1 Discussion and Direction to Staff Regarding the “Ban the Bottle” Proposal Sponsored by Members of the Mammoth Lakes Community**

*There was a brief discussion and Director Creasy made a motion.*

#### **BOARD ACTION – To have staff prepare a letter to the Mammoth Lakes Town Council supporting the “Ban the Bottle” proposal**

MOVED BY: Director Creasy  
SECONDED BY: Director Thompson  
AYES: Directors Cage, Creasy, Smith, and Thompson  
NAYS: Director Domaille

### **C-2 Presentation and Discussion of Draft FY 2021 Capital and Operating Budget**

*Jeff Beatty provided a thorough review of the draft budget, describing the methodology for the projected expenses and income reflected in the draft budget.*

*There was a brief discussion regarding the District’s financial reserves. The Directors expressed their support of the Finance Committee’s direction and philosophy of having adequate funds available for several expensive projects scheduled to occur in the next five years.*

*Director Cage noted that the Finance committee thoroughly reviewed the draft budget and didn’t have any significant recommendations.*

*Director Creasy asked a couple of clarifying questions then ended with complimenting Mr. Beatty, the Finance team, and all staff on their good work in preparing the budget.*

#### **BOARD ACTION – None**

### **C-3 Discussion and Possible Approval of an Amendment to the Reserve Policy**

*Jeff Beatty described his recommended changes to the reserve policy for the coming fiscal year based on changes to goals for long-range planning.*

*Director Cage commented that the changes were discussed at the Finance Committee meeting and the committee agreed that changes to the target amounts were prudent. The committee, however, recommends that the combined reserve level for funds 21 and 31 be reduced to only \$2,000,000 and not the proposed amount of \$1,000,000.*

*Director Creasy made a motion.*

**BOARD ACTION – Approve the amended Reserve Policy with the noted change to funds 21 and 31 incorporated**

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

**Meetings Held During the Month**

Technical Services Committee – February 19, 2020

Dennis Domaille  
Gary Thompson

Finance Committee – February 19, 2020

Tom Cage  
Robert Creasy

Technical Services Committee:

*Directors Domaille and Thompson, along with Mark Busby, recounted the items reviewed during the committee meeting.*

*1) The USGS is requesting to install a new radio telemetry tower next to the District's Engineering Building once USGS' lease agreement is renewed later this year.*

*2) Staff received notice from Neptune Technology, Inc. that it is planning to advance the technology for its meter data collectors from the current 450 MHz to 900 MHz. This change could potentially leave all of the District's 450 MHz collectors unsupported at some point in the future. The extent of the impact to the District is unknown at this time and options are being discussed.*

*3) The renewal of the Master Services Permit with the USFS is in the final stages of preparation and is expected to be ready for signatures by the end of February. The term of the new permit is 20 years.*

~

Finance Committee:

*Director Creasy noted that the bulk of the discussion at the committee meeting was regarding the draft budget and reserve policy.*

~

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

**ATTORNEY REPORT**

*Attorney Horowitz reported that the state legislature was back in session and there was very little affecting the District to report on.*

*He made note of a proposed senate bill, SB 378, which pertains to funding for claims that result from PSPS events. Attorney Horowitz's office will be following the bill and will advise the Board of any potential impacts to the District.*

*The Board members went into closed session at 6:50 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 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**

*The meeting adjourned out of closed session at 7:36 p.m.*

*There was nothing to report from closed session.*

*President Smith adjourned the meeting at 7:36 p.m.*

# MINUTES

Tuesday, March 10, 2020  
Mammoth Community Water District  
Special Board Meeting  
Ethics Compliance Training by Webinar  
Sexual Harassment Prevention Training by Webinar

---

*The Board of Directors convened in session at the hour of 9:04 a.m. A brief recess was taken; and the meeting was adjourned at 1:28 p.m.*

Prepared by:

Stephanie Hake  
Executive Assistant

ATTEST:

Mark Busby  
General Manager

**THE SPECIAL BOARD MEETING** of the Board of Directors of the Mammoth Community Water District was held on Tuesday, March 10, 2020 at 9:04 a.m.

### **ROLL CALL**

#### **Board Present**

Director: Robert Creasy  
Director: Dennis Domaille  
Director: Tom Smith  
Director: Gary Thompson (*left at 11:20am*)

#### **Board Absent**

Director Tom Cage

#### **Staff Present**

District Engineer: John Pedersen  
Senior Administrative Analyst: Chris Weibert  
Executive Assistant: Stephanie Hake

### **PLEDGE OF ALLEGIANCE**

*President Smith led the Pledge of Allegiance at 9:04 a.m.*

### **AGENDA ITEMS**

#### **A-1 Directors will participate in AB 1234 Ethics Compliance Training by a Webinar presented by the California Special Districts Association**

*Per AB 1234, local agency officials shall receive at least two hours of training in general ethics principles and ethics laws relevant to his or her public service every two years.*

*Therefore, a two-hour, on-demand webinar was provided by the California Special Districts Association (CSDA). The Board members, John Pedersen, and Chris Weibert watched the webinar. Following the webinar, an acknowledgement of attendance was submitted to the CSDA and Certificates of Completion were provided for all attendees.*

*Following the Ethics Compliance Training webinar, Director Thompson, John Pedersen, and Chris Weibert left the meeting.*

#### **BOARD ACTION – None**

#### **A-2 Directors will participate in AB 1825/AB 1661 Sexual Harassment Prevention Training and Education by a webinar presented by the California Special Districts Association**

*Per Assembly Bills 1825 and 1661, local agency officials shall receive at least two hours of sexual harassment prevention training and education every two years.*

*A two-hour, on-demand webinar was provided by the California Special Districts Association (CSDA). Directors Creasy, Domaille, and Smith along with staff member, Stephanie Hake watched the webinar. As required at the end of the webinar, an acknowledgement of attendance was submitted to the CSDA and Certificates of Completion were provided for all attendees.*

**BOARD ACTION – None**

**ADJOURNMENT**

*President Smith adjourned at 1:28 p.m.*

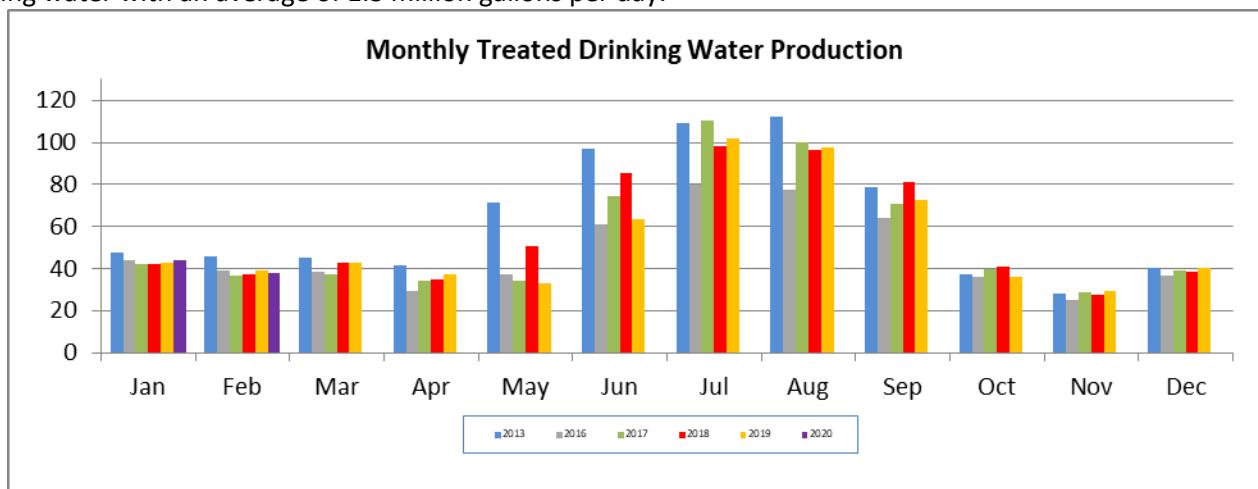
DRAFT

<b>Report Summary</b>			
February Production Data (In Million Gallons)	2013	2019	2020
Treated Surface Water	5.9	38.8	<b>37.4</b>
Treated Groundwater	39.7	0.2	<b>0.2</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>45.6</b>	<b>39.0</b>	<b>37.6</b>
Non-Revenue Water	5.0	2.7	<b>2.7</b>
Treated Wastewater	39.5	41.0	<b>43.2</b>
Photovoltaic Power Produced (kWh)	140,422	67,640	<b>126,850</b>
Photovoltaic Solar Irradiance (kW/m <sup>2</sup> )	692	503	<b>727</b>

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

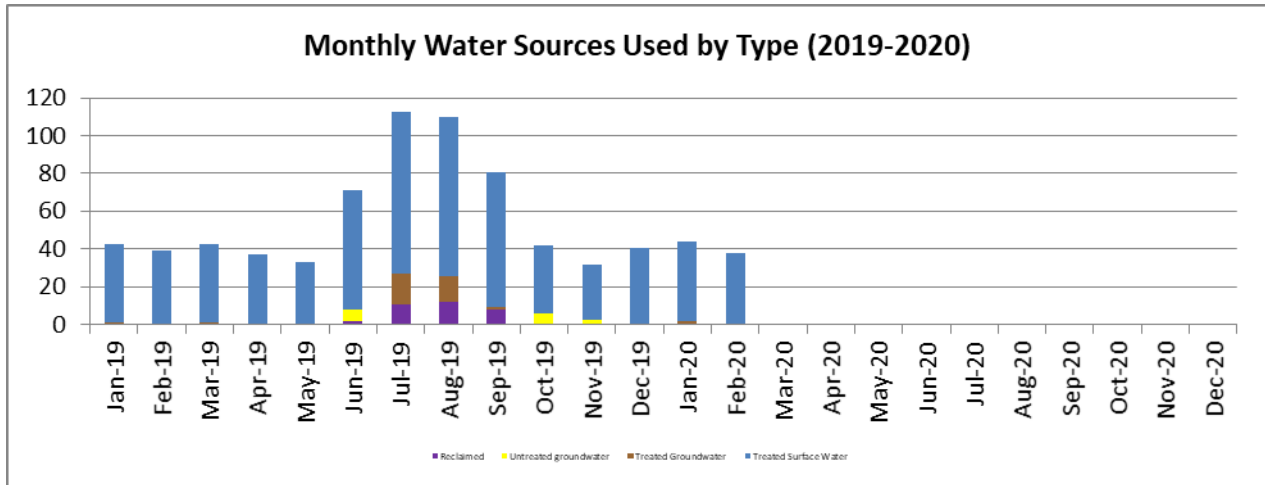
• **Drinking Water Treatment**

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 37,601,000 gallons were treated for drinking water with an average of 1.3 million gallons per day.



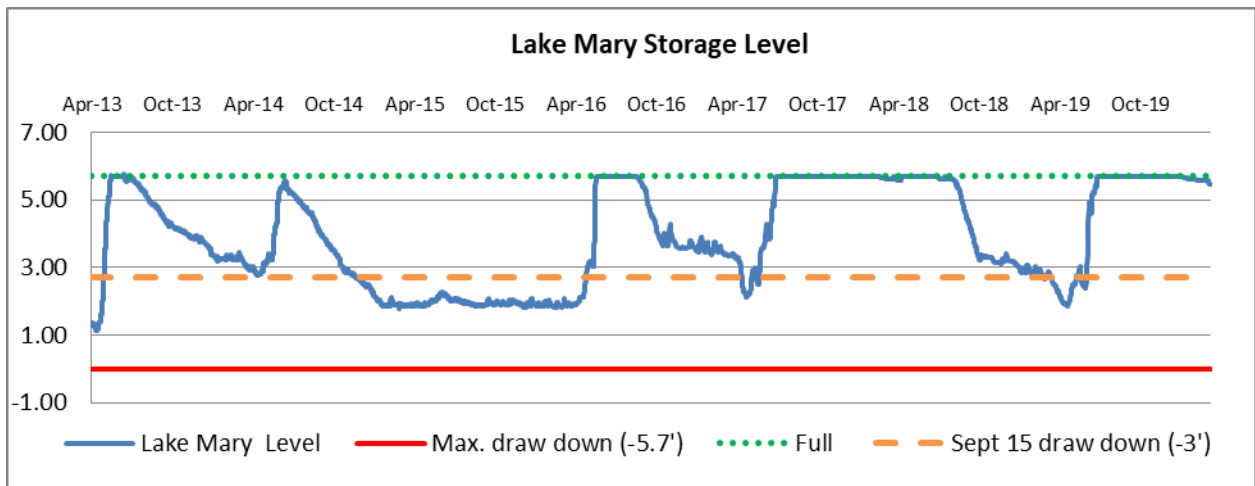
• **Water Supply Production and Management**

The total volume of water distributed to the community during the month of February was 37,601,000 gallons. This amounts to an average demand rate of 1.3 million gallons per day. Drinking water provided to the community was produced from the District’s surface water (99%) and groundwater (1%) treatment plants.



• **Surface Water**

The minimum daily stream flow requirement for the month of February was 6.0cfs for Mammoth Creek, as measured at Old Mammoth Road. Flow rates in the creek ranged from 5.9cfs to 8.4cfs with an average flow of 6.6cfs. The average flow for February 2019 was 10cfs. The flow requirement for March increases to 7.8cfs and current flows are very close to the requirement. There was one day in February that the stream flow did not meet the requirement resulting in usage from storage. Lake Mary is currently 0.24' from full with a balance in storage of 580ac/ft. It is anticipated that we will continue to use water from storage in the next month when the stream flow is below the requirement.



• **Groundwater**

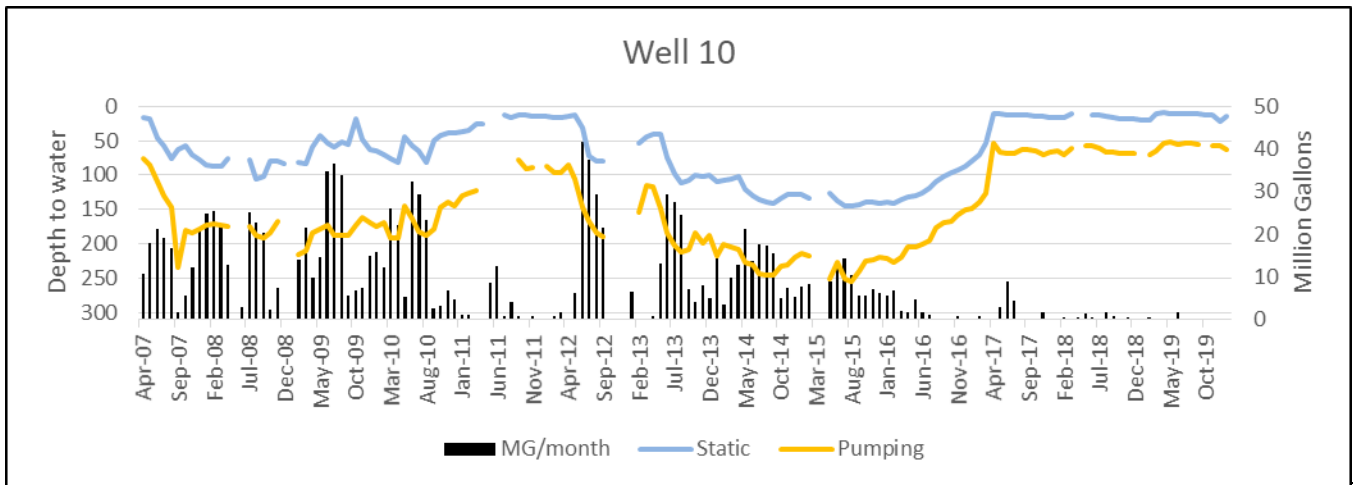
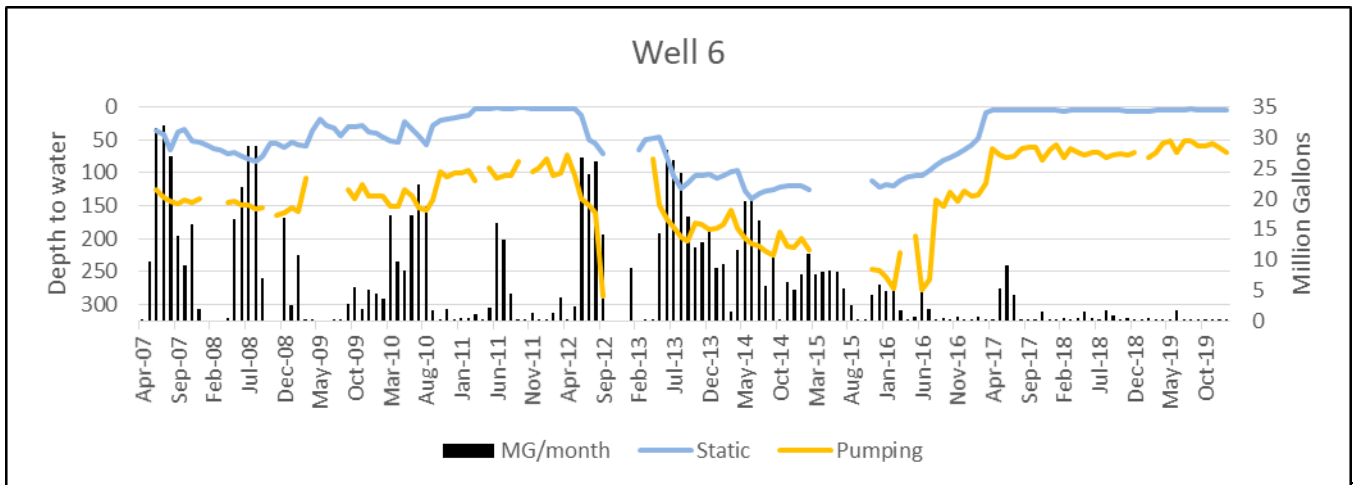
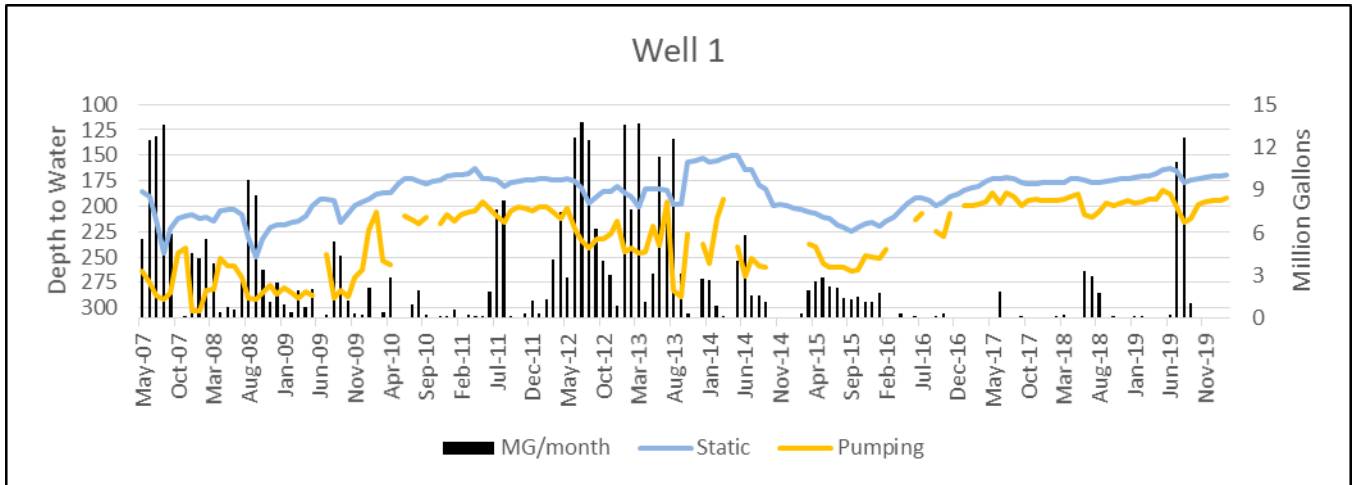
Approximately 209,000 gallons or one percent (1%) of the drinking water produced was from the District’s groundwater sources during the month of February. Groundwater production Wells 1, 6, 10, 15, 16, 17, 18, 20, and 25 are operating as expected and available for service. All wells continue to be monitored daily and the currently available wells are adequate to meet current demand.



# MAMMOTH COMMUNITY WATER DISTRICT

## Operations Department Report

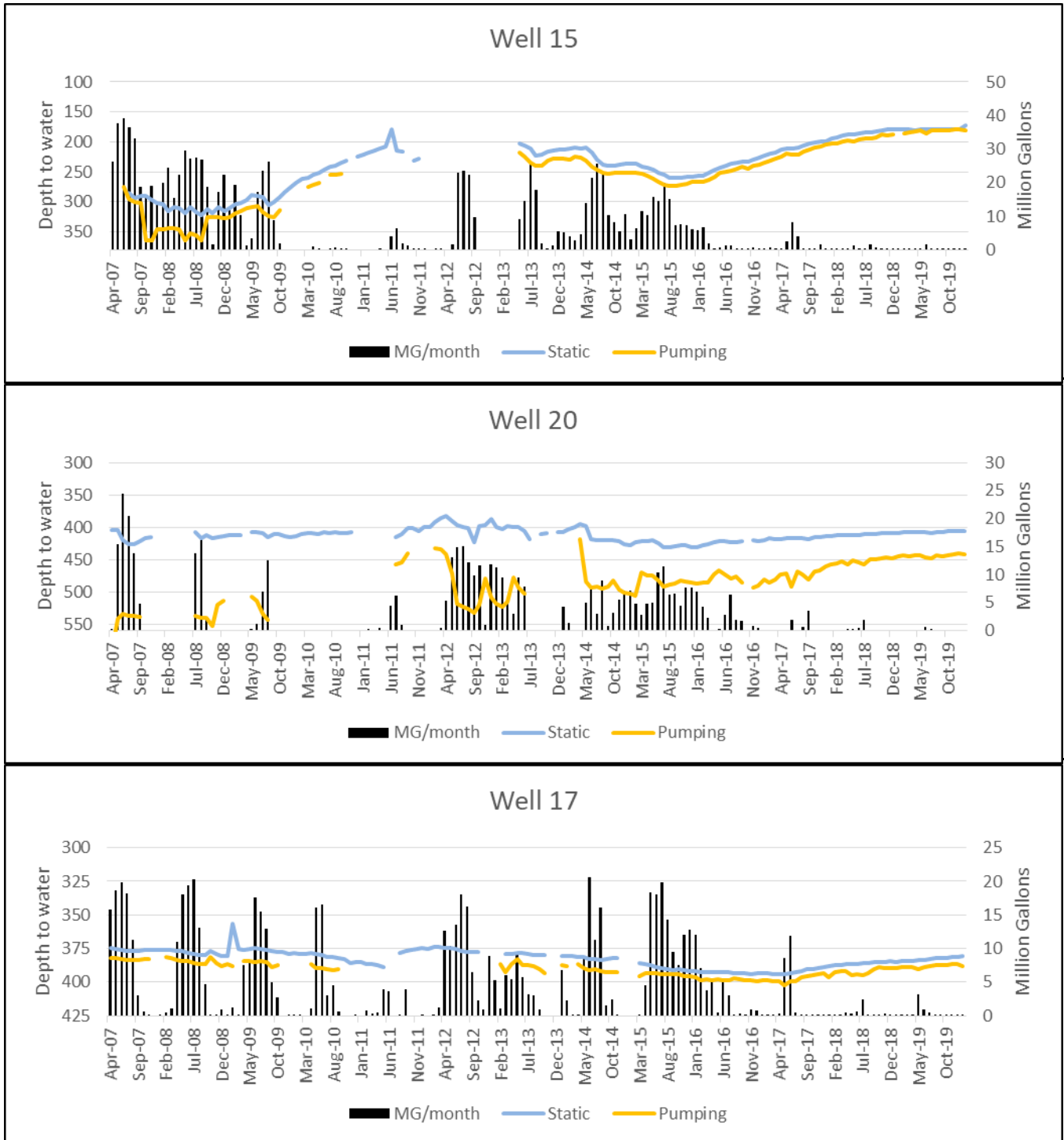
March 2020



# MAMMOTH COMMUNITY WATER DISTRICT

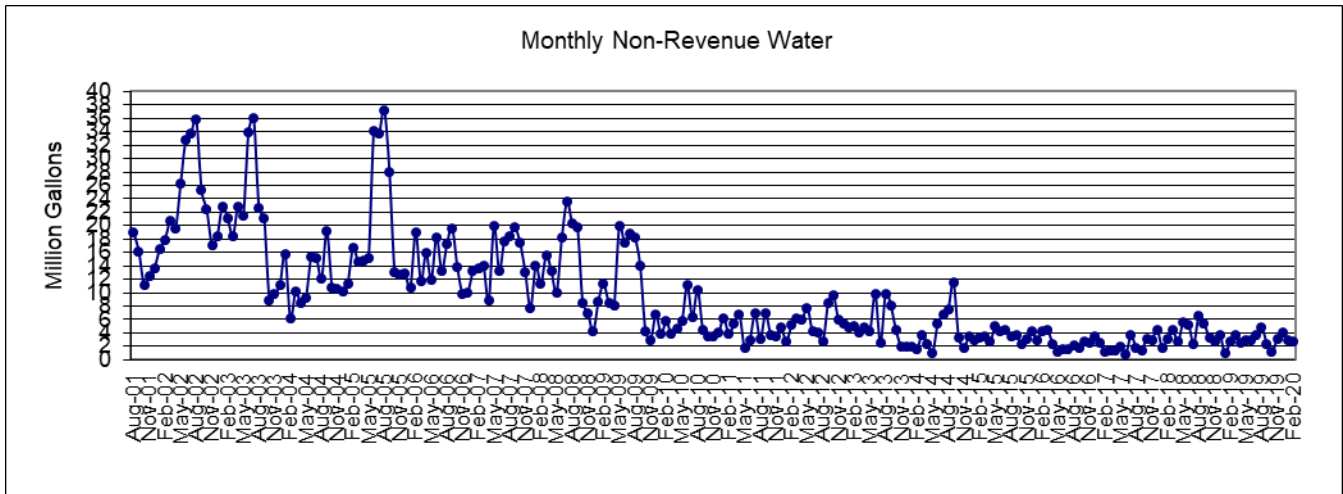
## Operations Department Report

March 2020



- **Water Audit Information**

The water audit for this billing period shows a total of eight percent (8%) or 2.735 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 nationally recognized standards. Part of this effort includes the implementation of the Laboratory Information Management System which is currently in the set up and testing phase.

The State Water Resources Control Board will be voting to adopt the new laboratory regulations on March 17<sup>th</sup>. There have been several member agencies that have offered seminars to provide laboratories with information regarding the proposed regulations. In preparation for the new regulations MCWD laboratory staff have participated in the lab mentorship program offered by the Environmental Laboratory Accrediting Program (ELAP). As a result of this, our laboratory staff have been sought after to speak at a number of the seminars. Staff gave a presentation on the new regulations at a conference in February and will be speaking again on the same subject matter at the California Water Environment Association conference in Reno at the end of March. The MCWD laboratory and its staff have been revered by ELAP and member agencies as subject matter experts in successful implementation of new regulations.

**Wastewater – Treatment & Flow**

- **Wastewater Treatment**

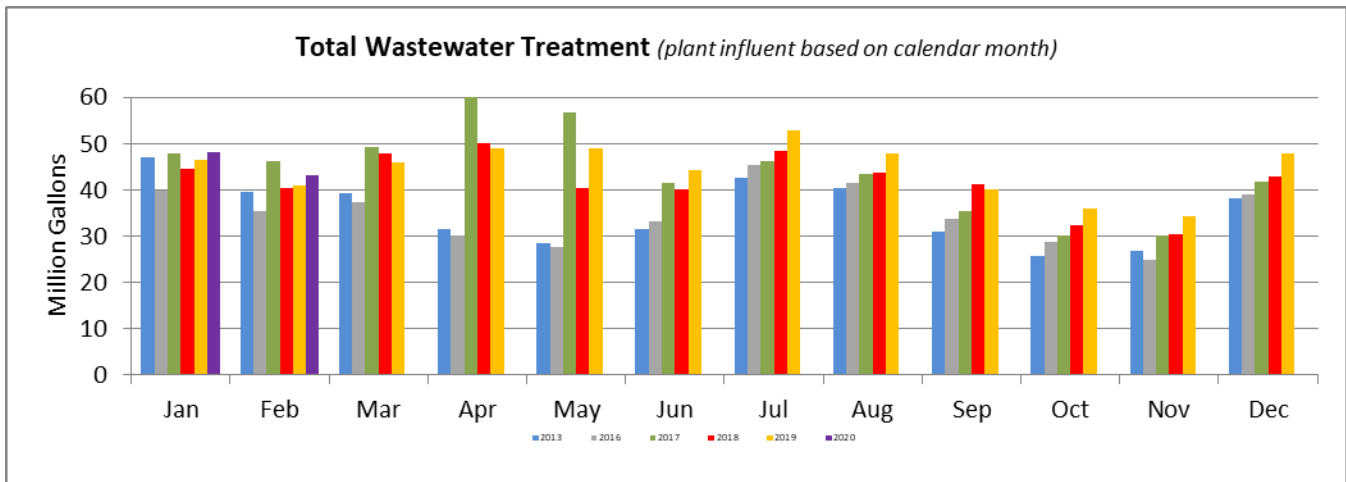
Treated wastewater discharged from the facility met all water quality standards for the month as established by the State Water Quality Control Board. Staff is currently working with the Lahontan Regional Water Quality Control Board on our revised waste discharge requirements and potential infrastructure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

- **Wastewater Flows**

The total volume of wastewater treated during the month of February was 43,188,000 gallons. This results in an average volume of 1.49 million gallons per day of wastewater influent.

- **Recycled Water**

Recycled water production has concluded for the season.



- **Industrial Users**

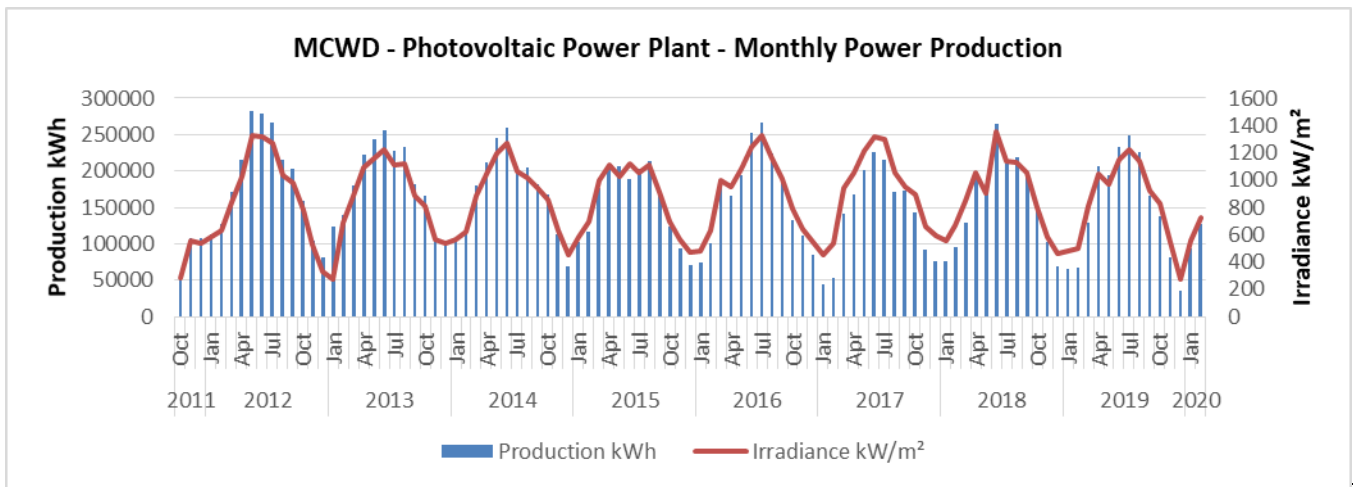
Currently the Wastewater and Engineering staff are working on identifying potential industrial users and ensure current industrial users are compliant with our requirements.

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**

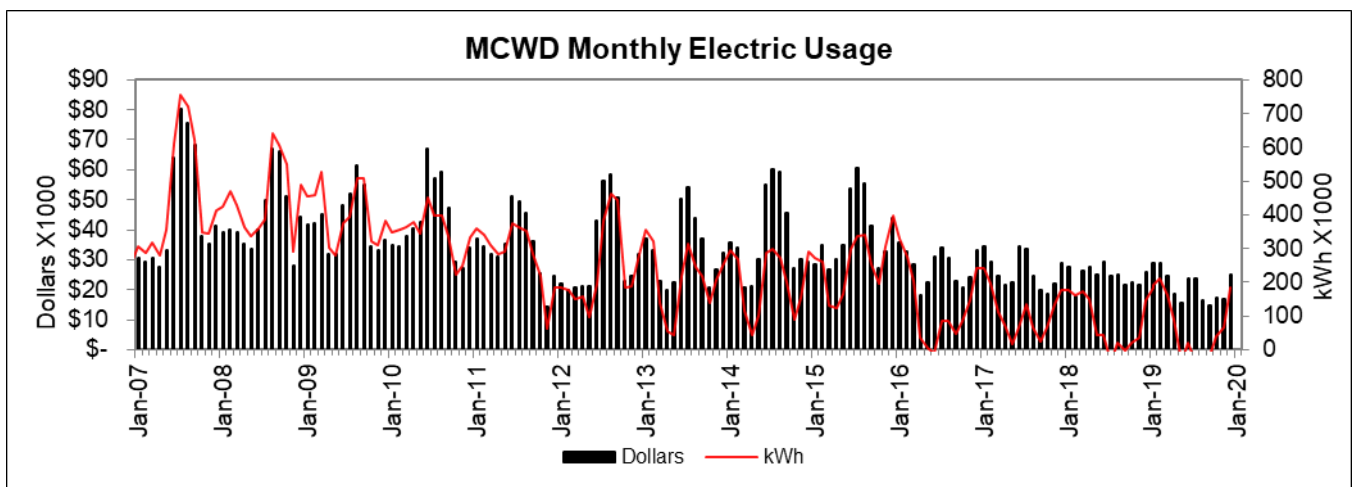
• **Solar plant production**

The total kilowatt hours of energy produced for the month of February was 126,850 kWh. The irradiance for February was 45% more than February 2019 while the solar energy production increased by 88%.



• **Total electrical energy use**

Monthly energy usage chart for the past 13 years through January 2020. 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 February was metering system repairs and working on meeting 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
- Completed installation of new chlorine cylinder scales
- Built a spray system to help control foaming for aeration tank effluent flows
- Repaired digital input board on the treatment plant Main PLC
- Troubleshoot and repaired scum pumps in the secondary clarifier
- Replaced skimmer chain drive on primary clarifier 3
- Repaired flights and sprockets in primary clarifier 4
- Built a new access ladder for the secondary clarifier 1 to be installed this spring
- Maintenance staff continued working with Operations and Engineering on developing a project for installing improved sludge dewatering equipment. This project has been included in the FY21 budget.

## **Solar Power Plant Maintenance**

- Performed general visual inspections and repairs

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

- Performed preventive maintenance inspections
- Completed installation of new filter PLC control code for filters 1-6

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

- Performed daily and weekly preventive maintenance inspections

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

- Performed weekly inspections at the pressure reducing stations
- Performed monthly tank inspections
- Repaired minor leaks in two pressure reducing stations
- Valve exercising continued with 121 valves being exercised in 2020. This brought maintenance crews to 33% 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 18 valves being inspected in 2020. This brings maintenance crews to 85% 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 108 hydrants inspected in 2020. This brought maintenance crews to 38% 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 33 metering system repairs
- Delivered 6 - 48hr disconnect notices for non-payment, which resulted in no meters being shutoff
- Adjusted control valves as needed for area specific water usage changes and surface/groundwater distribution system balance
- Backflow mailings for annual testing continued as follows: sent first notices for March which had 25 sites and 35 hazards.
- Cross Connection Control Program work continued in 2020 which includes site surveys, new backflow prevention assembly tests, data entry, and customer service phone calls. The District presently tracks 901 sites with 1,753 assemblies.
- Maintenance crews responded to 15 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 20,742' of pipe cleaned in 2020. This brought Line Maintenance crew to 28% of their annual goal for 2020. There are 361,527' 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 crew 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. Sewer lines in areas identified with habitual problems also have minimizer pumps that inject an enzyme that breaks down the grease.
- The Line Maintenance crew made several repairs to manholes damaged by snow removal equipment. Temporary winter repairs include concrete patching to help protect manholes from further damage.
- Responded to a sewer problem on Old Mammoth Rd. Crews determined that water was leaking out of plumbing in the wall and advised the owners to call a plumber to facilitate repairs.
- Assisted a plumber and business owner on Main Street with clearing an onsite sewer blockage.
- Responded to a sewer problem at Hidden Valley Condos. Crews cleared the blockage and cleaned the spill site. The SSO was reported to SWRCB as required by state regulations.
- Responded to a sewer odor complaint at Canyon Lodge. District crews assisted ski area staff by identifying the source of the odor as coming from a grease interceptor and also found cleanouts without air tight caps.
- Responded to a power outage in the Lakes Basin. A safety inspection of lift stations and generators was conducted which resulted in all equipment being returned to normal operation.
- Maintenance staff assisted Operations department with hauling sludge to the landfill. This enabled training for new hires to obtain their commercial Class B driver's license.

## Special Projects/Programs

### Ground Water Treatment Plant 1

- The Plant Maintenance crew has been working on a creative design for repairing leaking air stripper tanks at GWTP1. The air strippers are part of the water treatment process for corrosion control. The repair involves the installation of new liners which will extend the life of these tanks, thus allowing substantial savings and prolonging the need for tank replacement.

### Tank T-6 Rehabilitation

- Preparation work for the rehabilitation of the District's surface water Clearwell, Tank T-6, is presently under way. District staff are developing a process which will allow for the use of some surface water during the tank's rehab. This process will allow the District to meet surface water regulatory requirements and supplement groundwater use during the summer irrigation season high water demand period. As part of the project preparation a Notice of Exemption (NOE) and Request for Quotation (RFQ) are being prepared. The goal is to have a contractor start work on the project by June 1<sup>st</sup>, with a completion target date of mid to late August 2020. The early rehab schedule will allow for optimal tank coating cure time temperatures and potentially allow for the utilization of surface water stored in Lake Mary to be used toward the end of irrigation season.

### Summer Construction: Planned in-house construction projects for FY21:

- **Water Service Lateral Replacements – The Trails neighborhood**  
Project involves replacing 48 double laterals, 4 single laterals and 5 air relief valves; affecting 102 total services.  
**Scheduled start date:** 5/4/2020
- **Water Service Lateral Replacements – Snowcreek Crest neighborhood**  
Project involves replacing 27 double laterals, 2 single laterals and 1 air relief valve; affecting 58 total services.  
**Scheduled start date:** 7/20/2020
- **Meter Replacements – Snowflower Condos**  
Project involves replacing twenty-two 1.5" meters with new meter pits  
**Scheduled start date:** 8/31/2020
- **Collection System Improvement on South Frontage Rd (Main Street)**  
Project involves extending the 8" sewer main 100' and installing a manhole to tie in 4" sewer service lateral at Slocum's Restaurant.  
**Scheduled start date:** 9/28/2020
- **Water System Improvement at Snowcreek Phase V**  
Project involves installing a 10" gate valve on the existing main line for isolation purposes at Snowcreek V.  
**Scheduled start date:** 10/12/2020



# MAMMOTH COMMUNITY WATER DISTRICT

Agenda Item: B-2

## Maintenance Department Report

03-19-2020

March 2020

---

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

	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 21 USA calls

#### **Financial Update**

Final adjustments to the FY21 Operating and Capital Budget have been made following Board direction at the February 20 Board meeting and discussions with department managers, supervisors, and capital project managers. The final FY21 budget is being presented for adoption by the Board at the March 19<sup>th</sup> Board meeting.

Work with Raftelis Financial Consultants to complete the wastewater rate study will resume now that work on the FY21 budget is complete.

Product demonstrations have been provided by the potential vendors for enterprise software solutions. District staff will evaluate options and determine whether to continue with the current software system, upgrade to the next version of the current system, or change to a different software solution.

Significant expenditures for the month include:

- \$33,727.39 to Enright Construction for work on District owned Sierra Park Rd condo
- \$7,447.85 to Ferguson Enterprises for UL Certification of meter data collectors
- \$7,000.00 to Montrose Environmental Group for CARB compliance of District fleet

As the District nears the end of FY20 total expenses continue to track under budget and revenue remains over annual budgeted projections.

#### **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.

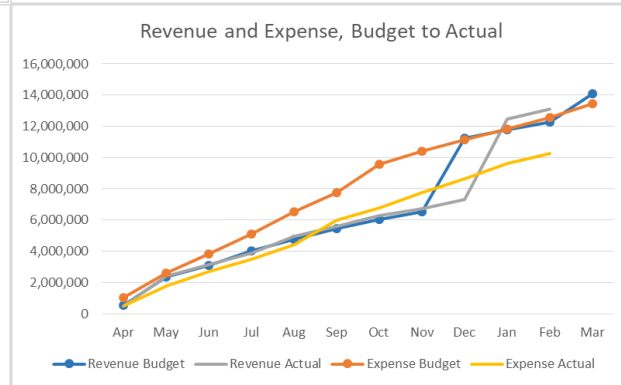
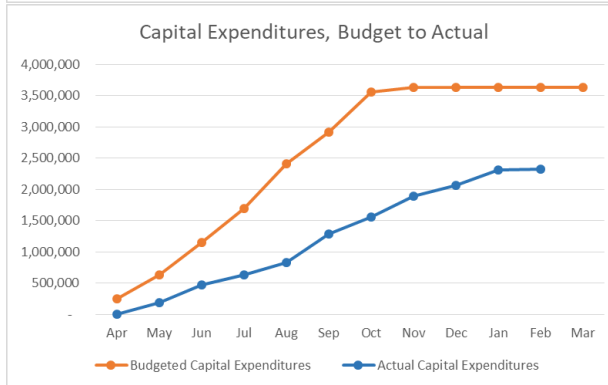
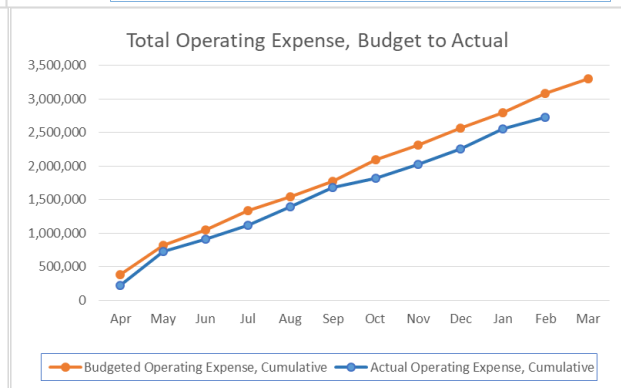
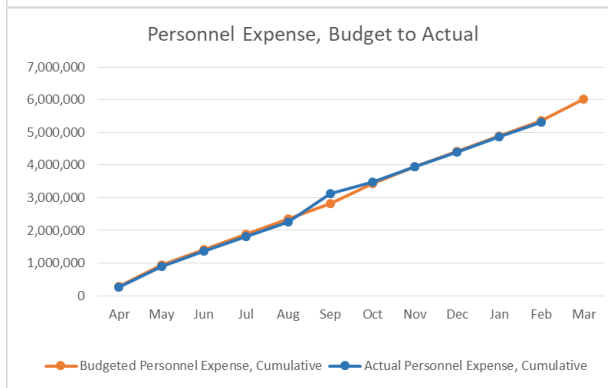
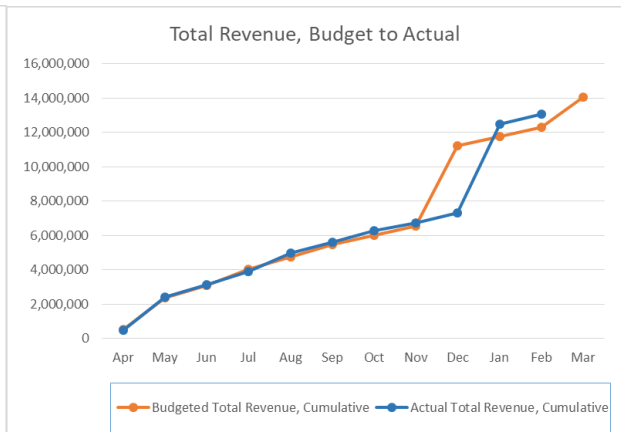
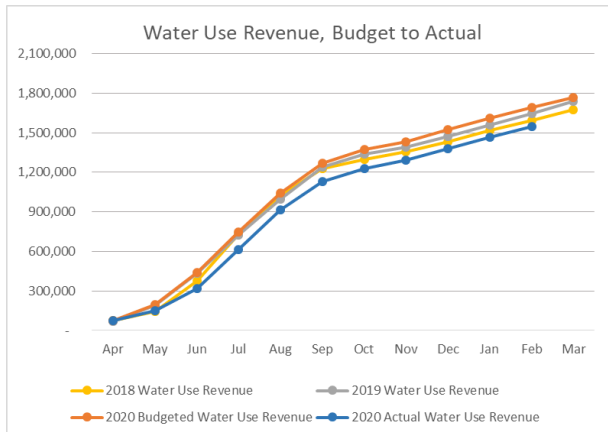
# MAMMOTH COMMUNITY WATER DISTRICT

Agenda Item: B-3

## Finance Department Report

3/19/2020

### March, 2020



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

Agenda Item: B-3  
 3/19/2020

**Financial Reports**

**Table A Capital Project Management**

Capital Funds Project Summary			
Fiscal Year: 2020			
Spending through February 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	18,177
WWTP Main PLC Upgrade	21	183,880	185,170
WWTP Back-up Power and battery UPS	21	297,518	16,990
Well 32	21	1,679,089	228,473
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	21,662
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	14,394
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>2,321,519</b>

BRE = Business Risk Exposure

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

Agenda Item: B-3  
 3/19/2020

**Table B Revenue and Expenses**

Account	YTD Actual	YTD Budget	Better/Worse	% Diff
Billing - Water Usage	1,546,193	1,690,912	(144,719)	-8.6%
Water Base Rates	1,663,629	1,654,583	9,046	0.5%
Wastewater Base Rates	2,559,354	2,566,083	(6,729)	-0.3%
Engineering Revenue	50,667	42,442	8,225	19.4%
Miscellaneous Revenue	177,379	176,642	737	0.4%
Permits - Connection Fees	250,972	217,617	33,355	15.3%
Taxes and Assessments	6,023,335	5,518,920	504,415	9.1%
Interest Income	808,481	418,000	390,481	93.4%
<b>Total Revenue</b>	<b>13,080,010</b>	<b>12,285,199</b>	<b>794,812</b>	<b>6.5%</b>
Salaries & Wages	3,373,778	3,329,865	(43,913)	-1.3%
Salaries & Wages - Board Members	19,247	22,917	3,670	16.0%
Salaries & Wages - Capital	121,003	182,833	61,831	33.8%
Employee Benefits - Group Insu	929,103	931,467	2,364	0.3%
Employee Benefits - Pension	738,087	764,125	26,039	3.4%
Employee Benefits - Workers Co	72,768	84,693	11,924	14.1%
Employer Paid Taxes	55,927	52,055	(3,871)	-7.4%
<b>Total Personnel Expense</b>	<b>5,309,912</b>	<b>5,367,955</b>	<b>58,044</b>	<b>1.1%</b>
Employee Engagement	13,067	16,775	3,708	22.1%
Ee Ben. PPE Unif Other	14,977	14,758	(218)	-1.5%
Outside Services/Contractual	79,010	104,406	25,397	24.3%
Property Tax Admin. Fee	210,040	188,000	(22,040)	-11.7%
Sludge Disposal	178,028	192,500	14,472	7.5%
Software Licenses	104,729	114,063	9,334	8.2%
IT Services	40,005	53,533	13,528	25.3%
Banking Fees	34,206	35,658	1,452	4.1%
Professional Services	261,466	327,627	66,161	20.2%
Outside Lab Services	39,987	46,063	6,075	13.2%
Employee Housing Expenses	46,630	48,972	2,341	4.8%
Operating Tools	43,882	27,133	(16,749)	-61.7%
Gasoline	34,461	31,625	(2,836)	-9.0%
Diesel Fuel	27,468	12,467	(15,002)	-120.3%
Insurance	145,555	165,000	19,445	11.8%
Legal Services	109,879	112,750	2,871	2.5%
M & R - Line Repair/Equipment	204,826	218,063	13,238	6.1%
M & R - Buildings	74,172	96,679	22,508	23.3%
M & R - Vehicles	128,022	67,788	(60,235)	-88.9%
Memberships/Certifications	39,363	44,569	5,206	11.7%
Permit Materials	11,359	27,500	16,141	58.7%
Operating Chemicals	121,173	148,766	27,593	18.5%
Operating Supplies	85,953	106,425	20,472	19.2%
Computer Systems/Equipment	39,463	48,617	9,154	18.8%
Postage/Freight	8,560	8,543	(16)	-0.2%
Advertising Publications & PR	15,306	21,313	6,007	28.2%
Books & Subscriptions	685	2,966	2,281	76.9%
Safety	13,830	20,634	6,804	33.0%
Permits & Licensing	72,465	72,296	(169)	-0.2%
Settlement Costs	161,730	162,000	270	0.2%
Telephone	36,964	37,492	528	1.4%
Training & Meetings	27,907	48,744	20,837	42.7%
Travel Expenses	29,168	57,040	27,871	48.9%
Bank Reconciliation over/short	(165)	N/A		
Utilities-Electric	184,289	263,542	79,253	30.1%
Utilities-Propane	22,821	37,500	14,679	39.1%
Water Conservation	69,005	96,250	27,245	28.3%
<b>Total Operating Expense</b>	<b>2,730,285</b>	<b>3,078,055</b>	<b>347,604</b>	<b>11.3%</b>

# MAMMOTH COMMUNITY WATER DISTRICT

Agenda Item: B-3

## Finance Department Report

3/19/2020

March, 2020

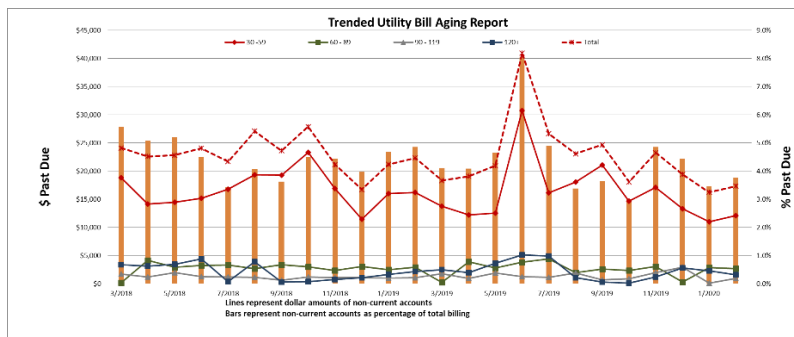
**Table C Fund Balance**

	Operating Funds			Capital R&R Funds		
	10 Admin	20 Water	30 Wastewater	21 Admin	22 Water	23 Wastewater
Cash Total	(107,334)	1,110,888	1,758,078	3,045,697	8,815,583	5,317,469
Current Assets	509,289	292,249	158,205	-	(102,605)	(73,832)
Non-current Assets	-	-	-	-	-	-
Capital Assets	619	1,167	-	2,031,790	34,642,814	15,583,664
Total Assets	402,574	1,404,304	1,916,283	5,077,487	43,355,793	20,827,301
Current Liabilities	(104,986)	19,662	8,073	-	(31,398)	24,378
Non-current Liabilities	(336,860)	(197,454)	(217,675)	-	-	-
Assets - Liabilities	(39,272)	1,226,512	1,706,682	5,077,487	43,324,395	20,851,679
Available Fund Balance	(212,320)	1,130,550	1,766,151	3,045,697	8,784,185	5,341,846
Target Fund Balance	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	
Cash Total	1,522,724	1,047,758	288,391	196,897	316,176	23,385,532
Current Assets	-	(30)	-	5,744	-	789,022
Non-current Assets	-	-	-	2,884,184	-	2,884,184
Capital Assets	5,436	10,557,292	4,903,382	1,297,257	-	69,023,422
Total Assets	1,528,161	11,605,021	5,191,773	4,384,082	316,176	96,082,160
Current Liabilities	-	(201)	35	(8,610)	-	(93,047)
Non-current Liabilities	-	-	-	-	-	(751,988)
Assets - Liabilities	1,528,161	11,604,820	5,191,808	4,375,473	316,176	95,237,124
Available Fund Balance	1,522,724	1,047,557	288,426	188,287	316,176	23,292,485
Target Fund Balance	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 \$17,323 as of February 29, 2020.

# MAMMOTH COMMUNITY WATER DISTRICT

## Finance Department Report

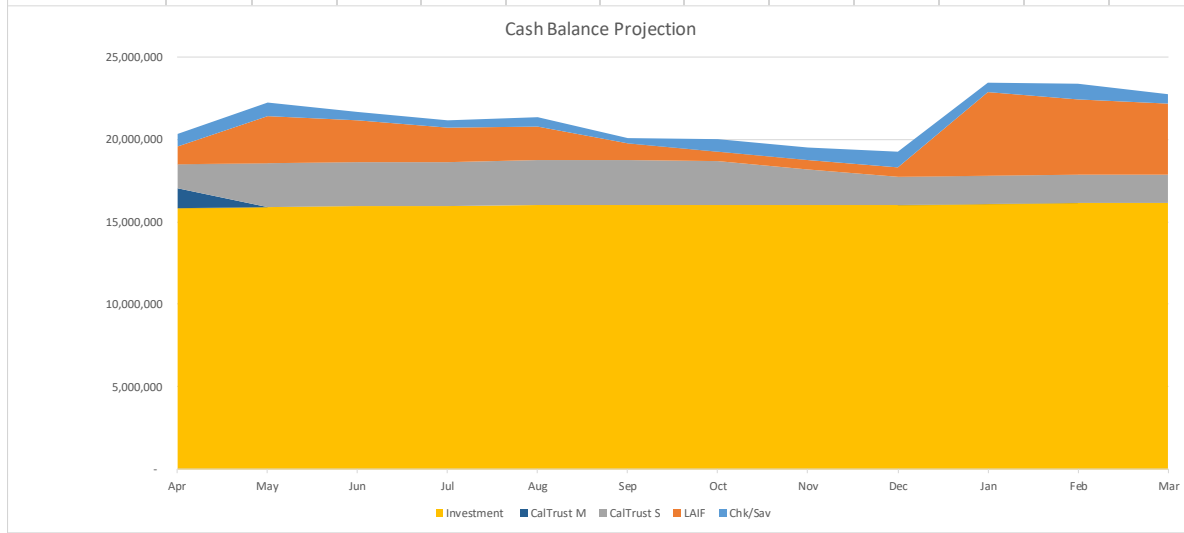
### March, 2020

Agenda Item: B-3

3/19/2020

**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	917,692	602,127
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	4,573,202	4,273,202
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	16,173,885	16,173,885
<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>23,371,255</b>	<b>22,755,689</b>



**Mammoth Community Water District**

Account #10652

**Portfolio Summary**

As of February 29, 2020



**PORTFOLIO CHARACTERISTICS**

Average Modified Duration	1.99
Average Coupon	2.31%
Average Purchase YTM	2.18%
Average Market YTM	1.29%
Average S&P/Moody Rating	AA/Aa2
Average Final Maturity	3.33 yrs
Average Life	2.06 yrs

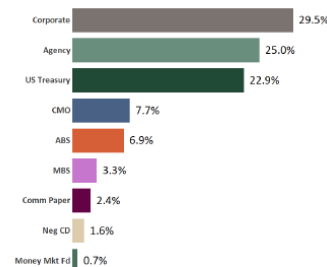
**ACCOUNT SUMMARY**

	Beg. Values as of 1/31/20	End Values as of 2/29/20
Market Value	16,130,228	16,217,504
Accrued Interest	73,221	80,687
<b>Total Market Value</b>	<b>16,203,449</b>	<b>16,298,190</b>
Income Earned	29,204	29,158
Cont/WD	-	-40,908
Par	15,830,816	15,807,300
Book Value	15,913,963	15,894,748
Cost Value	15,930,054	15,910,869

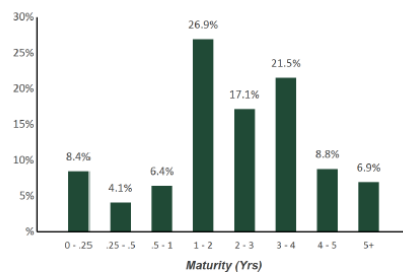
**TOP ISSUERS**

Government of United States	22.9%
Federal National Mortgage Assoc	12.8%
Federal Home Loan Bank	12.5%
Federal Home Loan Mortgage Corp	6.9%
MUFG Bank Ltd/NY	2.4%
Wells Fargo Corp	1.9%
Toyota ABS	1.6%
Nordea Bank ABP New York	1.6%
<b>Total</b>	<b>62.7%</b>

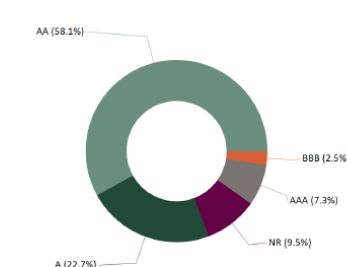
**SECTOR ALLOCATION**



**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	0.84%	1.69%	1.49%	5.03%	N/A	N/A	N/A	N/A	4.80%
ICE BAML 0-5 Yr US Treasury Index	0.98%	1.86%	1.71%	5.23%	N/A	N/A	N/A	N/A	4.89%



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	02/01/2020	31846V203	40,000.00	First American Govt Obligation Fund Class Y	1.000	1.17%	40,000.00	0.00	40,000.00	0.00
Purchase	02/01/2020	31846V203	360.00	First American Govt Obligation Fund Class Y	1.000	1.17%	360.00	0.00	360.00	0.00
Purchase	02/03/2020	31846V203	311.97	First American Govt Obligation Fund Class Y	1.000	1.17%	311.97	0.00	311.97	0.00
Purchase	02/07/2020	31846V203	1,300.00	First American Govt Obligation Fund Class Y	1.000	1.17%	1,300.00	0.00	1,300.00	0.00
Purchase	02/09/2020	31846V203	850.00	First American Govt Obligation Fund Class Y	1.000	1.17%	850.00	0.00	850.00	0.00
Purchase	02/10/2020	31846V203	707.17	First American Govt Obligation Fund Class Y	1.000	1.17%	707.17	0.00	707.17	0.00
Purchase	02/11/2020	31846V203	1,815.00	First American Govt Obligation Fund Class Y	1.000	1.17%	1,815.00	0.00	1,815.00	0.00
Purchase	02/12/2020	31846V203	481.90	First American Govt Obligation Fund Class Y	1.000	1.17%	481.90	0.00	481.90	0.00
Purchase	02/13/2020	747525AR4	200,000.00	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	102.367	1.78%	204,734.00	187.78	204,921.78	0.00
Purchase	02/15/2020	31846V203	2,697.50	First American Govt Obligation Fund Class Y	1.000	1.17%	2,697.50	0.00	2,697.50	0.00
Purchase	02/16/2020	31846V203	1,100.00	First American Govt Obligation Fund Class Y	1.000	1.17%	1,100.00	0.00	1,100.00	0.00
Purchase	02/17/2020	31846V203	3,281.25	First American Govt Obligation Fund Class Y	1.000	1.17%	3,281.25	0.00	3,281.25	0.00
Purchase	02/18/2020	31846V203	1,650.00	First American Govt Obligation Fund Class Y	1.000	1.17%	1,650.00	0.00	1,650.00	0.00
Purchase	02/18/2020	31846V203	595.39	First American Govt Obligation Fund Class Y	1.000	1.17%	595.39	0.00	595.39	0.00
Purchase	02/18/2020	31846V203	248.33	First American Govt Obligation Fund Class Y	1.000	1.17%	248.33	0.00	248.33	0.00
Purchase	02/18/2020	31846V203	201.04	First American Govt Obligation Fund Class Y	1.000	1.17%	201.04	0.00	201.04	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	02/18/2020	31846V203	170.00	First American Govt Obligation Fund Class Y	1.000	1.17%	170.00	0.00	170.00	0.00
Purchase	02/18/2020	31846V203	784.56	First American Govt Obligation Fund Class Y	1.000	1.17%	784.56	0.00	784.56	0.00
Purchase	02/18/2020	31846V203	782.75	First American Govt Obligation Fund Class Y	1.000	1.17%	782.75	0.00	782.75	0.00
Purchase	02/18/2020	31846V203	778.06	First American Govt Obligation Fund Class Y	1.000	1.17%	778.06	0.00	778.06	0.00
Purchase	02/18/2020	31846V203	411.56	First American Govt Obligation Fund Class Y	1.000	1.17%	411.56	0.00	411.56	0.00
Purchase	02/18/2020	31846V203	560.24	First American Govt Obligation Fund Class Y	1.000	1.17%	560.24	0.00	560.24	0.00
Purchase	02/18/2020	31846V203	1,377.42	First American Govt Obligation Fund Class Y	1.000	1.17%	1,377.42	0.00	1,377.42	0.00
Purchase	02/18/2020	31846V203	7,704.44	First American Govt Obligation Fund Class Y	1.000	1.17%	7,704.44	0.00	7,704.44	0.00
Purchase	02/18/2020	31846V203	4,047.29	First American Govt Obligation Fund Class Y	1.000	1.17%	4,047.29	0.00	4,047.29	0.00
Purchase	02/18/2020	31846V203	20,242.39	First American Govt Obligation Fund Class Y	1.000	1.17%	20,242.39	0.00	20,242.39	0.00
Purchase	02/18/2020	31846V203	16,765.15	First American Govt Obligation Fund Class Y	1.000	1.17%	16,765.15	0.00	16,765.15	0.00
Purchase	02/20/2020	31846V203	129.33	First American Govt Obligation Fund Class Y	1.000	1.17%	129.33	0.00	129.33	0.00
Purchase	02/23/2020	31846V203	1,360.00	First American Govt Obligation Fund Class Y	1.000	1.17%	1,360.00	0.00	1,360.00	0.00
Purchase	02/25/2020	31846V203	687.50	First American Govt Obligation Fund Class Y	1.000	1.17%	687.50	0.00	687.50	0.00
Purchase	02/25/2020	31846V203	1,441.67	First American Govt Obligation Fund Class Y	1.000	1.17%	1,441.67	0.00	1,441.67	0.00
Purchase	02/25/2020	31846V203	1,259.85	First American Govt Obligation Fund Class Y	1.000	1.17%	1,259.85	0.00	1,259.85	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	02/25/2020	31846V203	1,003.05	First American Govt Obligation Fund Class Y	1.000	1.17%	1,003.05	0.00	1,003.05	0.00
Purchase	02/25/2020	31846V203	778.98	First American Govt Obligation Fund Class Y	1.000	1.17%	778.98	0.00	778.98	0.00
Purchase	02/25/2020	31846V203	438.48	First American Govt Obligation Fund Class Y	1.000	1.17%	438.48	0.00	438.48	0.00
Purchase	02/25/2020	31846V203	1,022.69	First American Govt Obligation Fund Class Y	1.000	1.17%	1,022.69	0.00	1,022.69	0.00
Purchase	02/25/2020	31846V203	870.70	First American Govt Obligation Fund Class Y	1.000	1.17%	870.70	0.00	870.70	0.00
Purchase	02/25/2020	31846V203	1,578.17	First American Govt Obligation Fund Class Y	1.000	1.17%	1,578.17	0.00	1,578.17	0.00
Purchase	02/29/2020	31846V203	1,625.00	First American Govt Obligation Fund Class Y	1.000	1.17%	1,625.00	0.00	1,625.00	0.00
<b>Subtotal</b>			<b>321,418.83</b>				<b>326,152.83</b>	<b>187.78</b>	<b>326,340.61</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>										
			<b>321,418.83</b>				<b>326,152.83</b>	<b>187.78</b>	<b>326,340.61</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Sale	02/13/2020	31846V203	204,921.78	First American Govt Obligation Fund Class Y	1.000	1.17%	204,921.78	0.00	204,921.78	0.00
<b>Subtotal</b>			<b>204,921.78</b>				<b>204,921.78</b>	<b>0.00</b>	<b>204,921.78</b>	<b>0.00</b>
Paydown	02/10/2020	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	02/12/2020	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	02/18/2020	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



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>DISPOSITIONS</b>										
Paydown	02/18/2020	161571HE7	0.00	Chase Issuance Trust 2016-A4 A4 1.49% Due 7/15/2022	100.000		0.00	248.33	248.33	0.00
Paydown	02/18/2020	3128MEMN8	697.60	FILMC FG G15565 3% Due 10/1/2030	100.000		697.60	86.96	784.56	0.00
Paydown	02/18/2020	3128PTJY2	767.65	FILMC FG J13879 3.5% Due 12/1/2020	100.000		767.65	15.10	782.75	0.00
Paydown	02/18/2020	3128PTM85	763.95	FILMC FG J13983 3.5% Due 1/1/2021	100.000		763.95	14.11	778.06	0.00
Paydown	02/18/2020	31307PEF2	340.72	FILMC FG J32834 2.5% Due 9/1/2030	100.000		340.72	70.84	411.56	0.00
Paydown	02/18/2020	31307PNB1	432.53	FILMC FG J33086 3% Due 11/1/2030	100.000		432.53	127.71	560.24	0.00
Paydown	02/18/2020	3132KFBZ4	1,272.47	FILMC FG V60956 2.5% Due 9/1/2030	100.000		1,272.47	104.95	1,377.42	0.00
Paydown	02/18/2020	43811BAC8	7,615.48	Honda Auto Receivables Trust 2017-2 A3 1.68% Due 8/16/2021	100.000		7,615.48	88.96	7,704.44	0.00
Paydown	02/18/2020	61762MBW0	0.00	Morgan Stanley BAML Trust 2013-C10 A4 Due 7/15/2046	100.000		0.00	595.39	595.39	0.00
Paydown	02/18/2020	65478WAE5	3,932.29	Nissan Auto Receivables Trust 2016-C A4 1.38% Due 1/17/2023	100.000		3,932.29	115.00	4,047.29	0.00
Paydown	02/18/2020	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	02/18/2020	89237WAE7	20,120.20	Toyota Auto Receivables Trust 2016-C A4 1.32% Due 11/15/2021	100.000		20,120.20	122.19	20,242.39	0.00
Paydown	02/18/2020	89238KAD4	16,472.79	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	100.000		16,472.79	292.36	16,765.15	0.00
Paydown	02/20/2020	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



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>DISPOSITIONS</b>										
Paydown	02/25/2020	3137B3NX2	0.00	FHLMC K031 A2Due 4/25/2023	100.000		0.00	687.50	687.50	0.00
Paydown	02/25/2020	3137BFDQ1	510.02	FHLMC K717 A2 2.991% Due 9/25/2021	100.000		510.02	931.65	1,441.67	0.00
Paydown	02/25/2020	3138ETA55	1,163.51	FNMA FN AL8127 2% Due 1/1/2031	100.000		1,163.51	96.34	1,259.85	0.00
Paydown	02/25/2020	3138WE3R8	891.00	FNMA FN AS5307 3% Due 7/1/2030	100.000		891.00	112.05	1,003.05	0.00
Paydown	02/25/2020	3138WE5U9	670.15	FNMA FN AS5358 3% Due 7/1/2030	100.000		670.15	108.83	778.98	0.00
Paydown	02/25/2020	3138YDAS8	362.19	FNMA FN AY0016 2.5% Due 1/1/2030	100.000		362.19	76.29	438.48	0.00
Paydown	02/25/2020	3138YR6T0	907.62	FNMA FN AZ0881 2.5% Due 7/1/2030	100.000		907.62	115.07	1,022.69	0.00
Paydown	02/25/2020	3138YTMT8	769.52	FNMA FN AZ2169 2.5% Due 7/1/2030	100.000		769.52	101.18	870.70	0.00
Paydown	02/25/2020	31418BLL8	1,415.45	FNMA FN MA2130 3.5% Due 12/1/2029	100.000		1,415.45	162.72	1,578.17	0.00
<b>Subtotal</b>			<b>59,105.14</b>				<b>59,105.14</b>	<b>5,962.97</b>	<b>65,068.11</b>	<b>0.00</b>
Maturity	02/01/2020	907818EA2	40,000.00	Union Pacific Corp Callable Note Cont 1/1/2020 1.8% Due 2/1/2020	100.000		40,000.00	0.00	40,000.00	0.00
<b>Subtotal</b>			<b>40,000.00</b>				<b>40,000.00</b>	<b>0.00</b>	<b>40,000.00</b>	<b>0.00</b>
Security Withdrawal	02/03/2020	31846V203	39,273.15	First American Govt Obligation Fund Class Y	1.000		39,273.15	0.00	39,273.15	0.00
Security Withdrawal	02/05/2020	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	02/24/2020	31846V203	134.42	First American Govt Obligation Fund Class Y	1.000		134.42	0.00	134.42	0.00
<b>Subtotal</b>			<b>40,907.57</b>				<b>40,907.57</b>	<b>0.00</b>	<b>40,907.57</b>	<b>0.00</b>
<b>TOTAL DISPOSITIONS</b>			<b>344,934.49</b>				<b>344,934.49</b>	<b>5,962.97</b>	<b>350,897.46</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>										
Interest	02/01/2020	907818EA2	40,000.00	Union Pacific Corp Callable Note Cont 1/1/2020 1.8% Due 2/1/2020	0.000		360.00	0.00	360.00	0.00
Interest	02/07/2020	06406RAA5	100,000.00	Bank of NY Mellon Corp Callable Note Cont 1/7/2022 2.6% Due 2/7/2022	0.000		1,300.00	0.00	1,300.00	0.00
Interest	02/09/2020	14912L6U0	100,000.00	Caterpillar Finance Serv Corp Note 1.7% Due 8/9/2021	0.000		850.00	0.00	850.00	0.00
Interest	02/11/2020	69371RN44	220,000.00	Paccar Financial Corp Note 1.65% Due 8/11/2021	0.000		1,815.00	0.00	1,815.00	0.00
Interest	02/15/2020	341099CP2	100,000.00	Florida Power Corp Callable Note Cont 5/15/2021 3.1% Due 8/15/2021	0.000		1,550.00	0.00	1,550.00	0.00
Interest	02/15/2020	46623EK63	100,000.00	JP Morgan Chase Callable Note 1X 8/15/2020 2.295% Due 8/15/2021	0.000		1,147.50	0.00	1,147.50	0.00
Interest	02/16/2020	06406FAD5	100,000.00	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	0.000		1,100.00	0.00	1,100.00	0.00
Interest	02/17/2020	69353RFB9	250,000.00	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 2/17/2022	0.000		3,281.25	0.00	3,281.25	0.00
Interest	02/18/2020	3130A7CV5	240,000.00	FHLB Note 1.375% Due 2/18/2021	0.000		1,650.00	0.00	1,650.00	0.00
Interest	02/23/2020	38141GWT7	85,000.00	Goldman Sachs Group Inc Callable Note Cont 1/23/2023 3.2% Due 2/23/2023	0.000		1,360.00	0.00	1,360.00	0.00
Interest	02/29/2020	9128282S8	200,000.00	US Treasury Note 1.625% Due 8/31/2022	0.000		1,625.00	0.00	1,625.00	0.00
<b>Subtotal</b>			<b>1,535,000.00</b>				<b>16,038.75</b>	<b>0.00</b>	<b>16,038.75</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	02/03/2020	31846V203	277,136.84	First American Govt Obligation Fund Class Y	0.000		311.97	0.00	311.97	0.00
<b>Subtotal</b>			<b>277,136.84</b>				<b>311.97</b>	<b>0.00</b>	<b>311.97</b>	<b>0.00</b>
<b>TOTAL OTHER TRANSACTIONS</b>			<b>1,812,136.84</b>				<b>16,350.72</b>	<b>0.00</b>	<b>16,350.72</b>	<b>0.00</b>

#### Construction Permits

Construction activity on projects with Construction Permits continues on a limited basis as weather conditions allow. Projects with Construction Permit work activity include the Obsidian project. The current 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. Staff has met with the developer's representative and an application for fourteen additional units including new water and sewer facilities is expected this month. The developer's representative from the Snowcreek VII multifamily project has also met with staff to discuss their plans for additional construction this summer.

#### 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 April 20, 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 summer 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 has submitted a work plan to 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 this month.

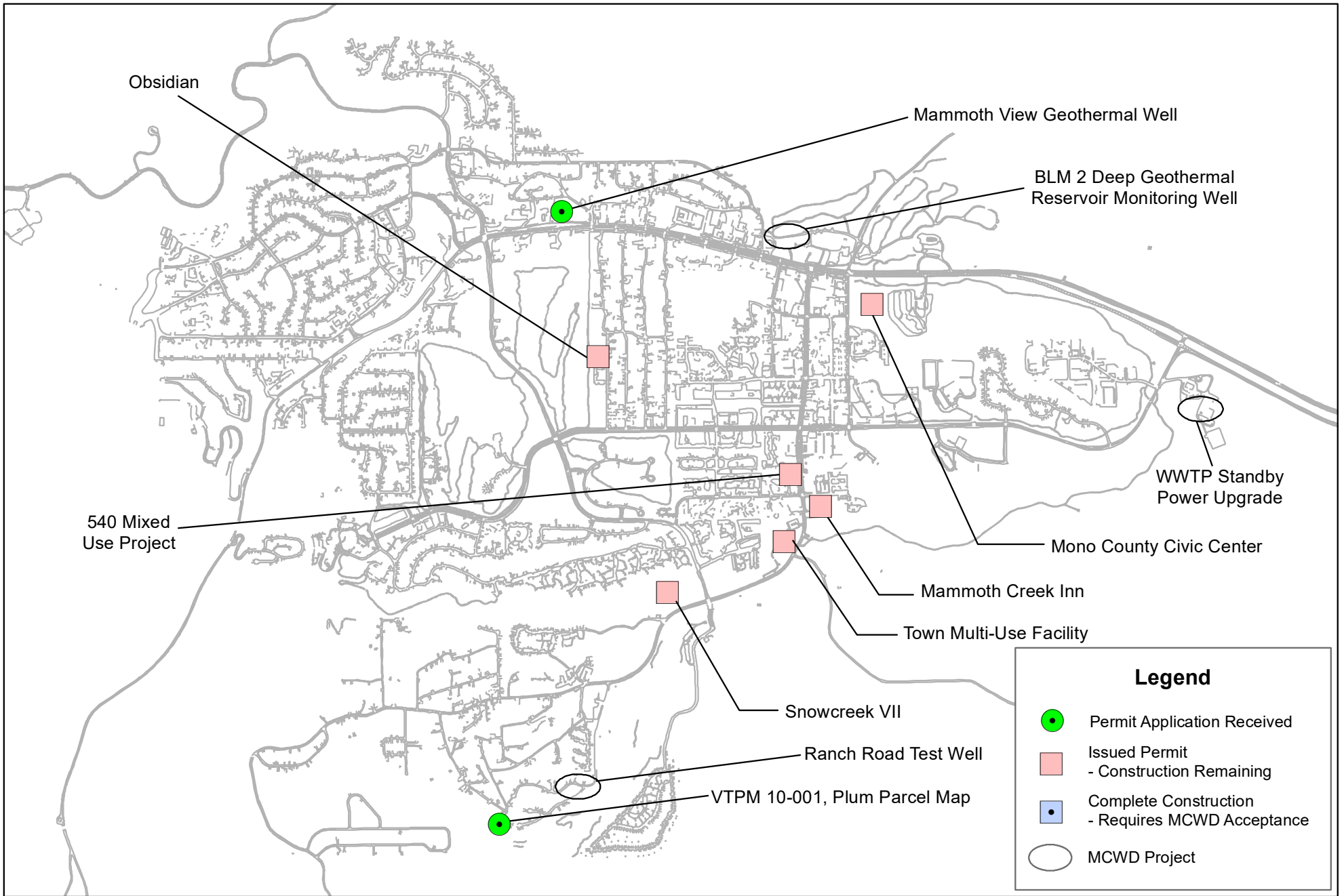
### **Connection Permits**

The February 2020 Connection Permit Summary Report is attached. No permits were issued in February, but two pending permits were withdrawn due to the applicant’s change in plans. The Permit Official regularly attends the monthly Mammoth Lakes Contractor’s Association monthly meetings and the quarterly Town Building Advisory/ Board of Appeals meetings. The pending April 1, 2020 indexed increase in Connection Fees of 1.7% and a new rebate for water efficient dishwashers was included in the information provided at these meetings. Water conservation rebate applications continue to be processed by the Permit Official, 24 rebates were issued in February.

### **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 (WDRs) 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. The draft RWD was submitted on February 20, 2020 to the LRWQCB staff for comments. Preliminary discussions indicate that LRWQCB staff will recommend that MCWD produce a completely denitrified and dechlorinated effluent to Laurel Pond to meet Basin Plan receiving water objectives. Should these recommendations be implemented by the LRWQCB, the District would likely have five to six years to plan, design and construct the necessary improvements to meet the new WDRs. Staff is also preparing a Notice of Intent to the State to administer the recycled water program under a statewide permit rather than the regional permit we have as part of the existing WDRs under the LRWQCB. This will also allow recycled water to be used through the winter for construction water.

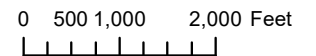




Mammoth Community Water District  
 P.O. Box 597, Mammoth Lakes, CA 93546  
 (760) 934-2596 FAX: (760) 934-2143

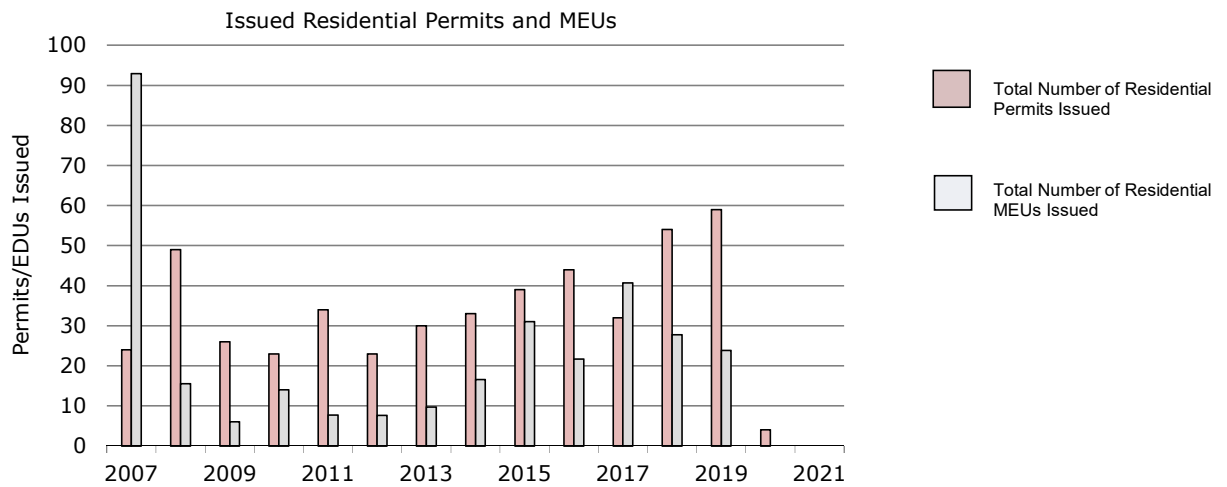
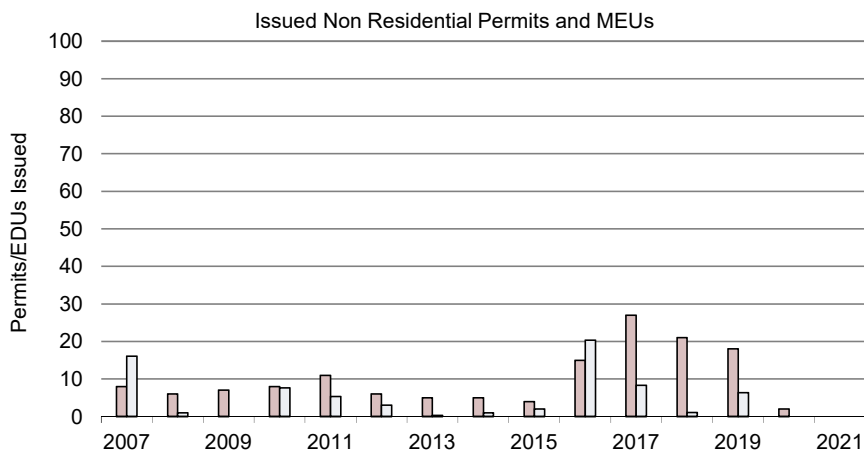
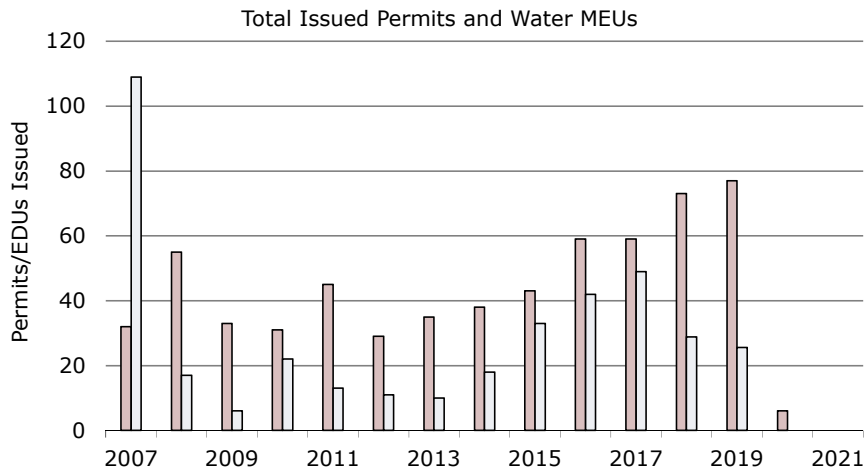
## Construction Permits and Projects - March 2020

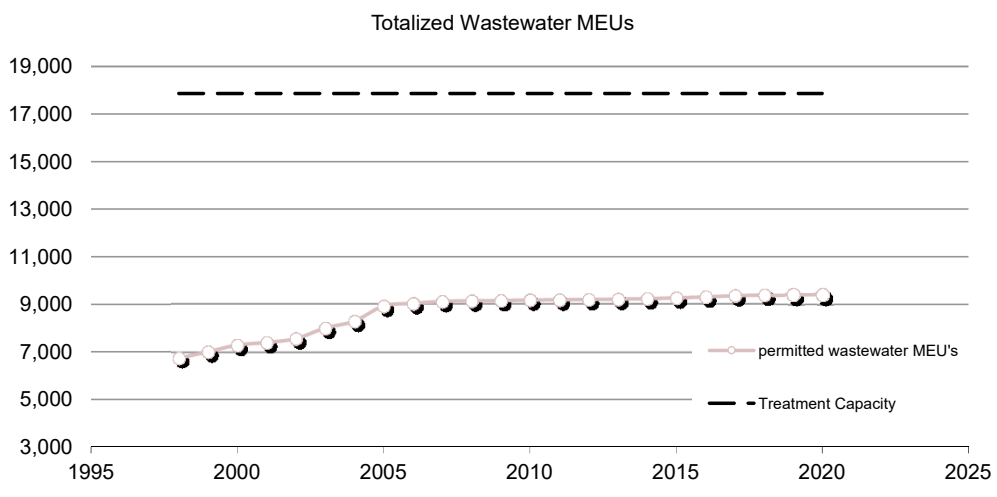
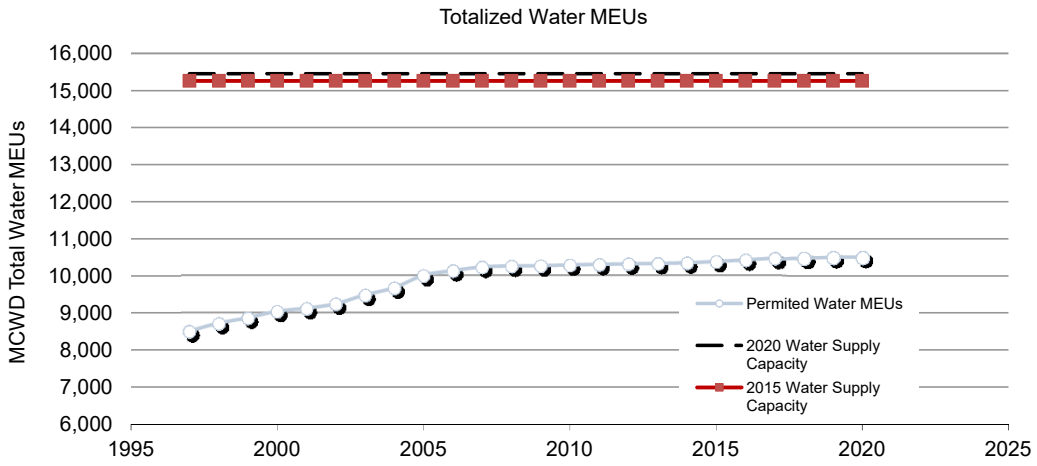
### Engineering Department Report



2020 Permit Summary Report

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
2/27/2020	5390	Withdrawn					-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388
2/27/2020	5394	Withdrawn					-	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
	5466	Pending					-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388
	5467	Pending					-	0.00	0.00	\$ -	\$ -	\$ -	\$ -	0.0	0.00	10,501	9,388





### ***Executive Summary***

The IS Department is pleased to announce the WWTP network project is complete and fully functional. This was a significant collaborative project between ISD, Plant Maintenance, and CBT to provide a reliable WiFi network for mobile network access through WWTP facilities. The new network has been very well received and is being used daily. Staff is also gathering details regarding Ferguson and Neptune's announcement to transition from 450 MHz to 900 MHz radio technology. The decision to move to 900 MHz technology could potentially result in large ramifications for the District, so staff is currently gathering as much information as possible to discuss options and alternatives. The ERP software analysis continues to make progress, with onsite demos complete for Tyler Technologies and Springbrook. The ERP committee will continue evaluating ERP proposals as to how they integrate with District business processes. The new Senior Information Systems Specialist has produced several quality GIS projects and enhancements over the past month, and the rest of the District's hardware, software and network systems continue to run smoothly. See below for more details.

### ***Hardware Systems***

- Staff is gathering information and comparison pricing after receiving notice from Ferguson Waterworks and Neptune Meter Group of plans to convert from 450 MHz to 900 MHz meter and collector radio technology. An initial propagation study was completed for the Mammoth area that indicated one 900 MHz collector at the Timber Ridge location would capture over 99% of accounts, so staff is currently gathering further information to analyze potential costs, impacts and/or benefits of Neptune's shift to a 900 MHz radio meter reading system.
- The last remaining workstations under current Workstation Replacement Program are being setup for deployment
- Ongoing hardware support, maintenance and updates

### ***Software Systems***

- Enterprise Resource Planning (ERP) software proposal evaluations ongoing. ERP committee hosted onsite demos with Springbrook for MCWD staff to review all components of proposed Springbrook ERP solution;
- Continued discussions with Ferguson Waterworks regarding optimization of current R450 AMI meter system, performed file validation for upcoming Neptune 360 software upgrade, and plans to transition from 450 Mhz to 900 Mhz radio technology (see Hardware section above). Before MCWD can move to the Neptune 360 platform, data needs to be groomed and standardized.
- Ongoing software support, maintenance and updates

### ***Administrative***

- Removed and re-formatted PCs and phone equipment and conducted Active Directory and server permission maintenance and security after recent staffing changes
- Scanned and delivered high-resolution Fire Alarm, CO2, and Fan Owner's Manuals for MCWD HR Department rental unit documentation
- Renewed MCWDEXCH SSL Certificate on District Exchange Server for secure access

- Training new Senior Information Systems Specialist on MCWD GIS Portal structure, ArcGIS Server Manager, Active Directory and network systems, and MCWD website development

#### **Network**

- Completed WWTP network expansion project to provide WiFi coverage through all MCWD WWTP Facilities. This upgrade allows operations and maintenance staff wireless iPad connectivity to more effectively interface with equipment maintenance and control. All wiring and device configuration is complete and the new network is being used daily. In addition to the new WWTP network infrastructure, five new WiFi Access Points were configured and setup to replace older APs on the network, project complete.
- Resolved Canon C5240 Print to File function by re-configuring DNS settings for bulk direct scanning to individual user PCs
- Conducted 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 using GIS in the field with the ESRI Collector application, revised and produced several drafts of Hydrant Collector projects and joined MLFPD for hydrant flow test in the field to discuss inputs and security permissions for different user levels using Collector in the field, significant ongoing project
- Created Voorhis Camp/Sherwin Creek Campground mapping figures for meeting with USFS to discuss options and distances for potential connection to Sherwin Creek water infrastructure
- Continued Connection and Construction Permits GIS project, updating the historic Connection Permit Access database Form and developing new reporting capabilities for Permit activities, upcoming meeting with Engineering Department to discuss handling of Construction projects
- Updated and printed several large-format MCWD Master Water System Maps
- Entered Graystone and The Chutes water assets into Master SDE GIS with GPS field data collection
- Created Out-of-District Customers Map
- Created MCWD Sludge Transfer Location Maps for MCWD Sludge Hauling Notice of Intent
- March Monthly Permits and Projects Maps for Engineering Department

#### **Websites**

- Mammoth Creek Streamflow Data ending 2/29/20 to Surface Water page
- Dishwashers added to MCWD Indoor Rebate Program PR on 2/19/20
- Added Wastewater Operator-in-Training I/II/III and Line Maintenance Supervisor Job Bulletins to MCWD Employment page and MCWD Facebook
- 2018-2019 Annual Groundwater Reports (Ken Schmidt Report) to Groundwater page
- All materials related to February Board activities
- Continued maintenance and security for all MCWD Web Platforms: MCWD Internet, MCWD Intranet, and MCWD GIS Portal

### **Administration**

- Continuous and ongoing activities associated with day-to-day administration, including but not limited to:
  - Administrative, organizational and operational policy development, guidelines, implementation and related day-to-day projects
  - Non-personnel and personnel-based legal matters, e.g., ADA/FEHA, COBRA/CalCOBRA, Unfair Labor Practice Charges, compensation implementation, etc.
  - FY21 Budget and corresponding SAPR finalization
- Ongoing activities associated with classification maintenance plan
- Legislative/Client Update 03/2020 (provided by LCW/CSDA):
  - None to report at this time

### **Workforce Planning**

- Ongoing facilitation of contract extra help needs (Maintenance Department and Engineering Department) filled by Sierra Employment Services
- Ongoing facilitation of Operations Department recruitment due to service retirement
- Ongoing facilitation of Maintenance Department recruitment due to promotion
- Ongoing monitoring of FMLA/CFRA determinations processed for statutorily protected leave and ADA/FEHA accommodation for some departments
- Continuous and ongoing activities associated with refurbishment of one new rental housing acquisition, Mountain Meadows in process

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

- Risk/Safety:
  - Process safety tailgate and wellness activity logs for 03/2020 safety incentive program
  - Monthly restock of Cal/OSHA compliant first aid safety kits at all locations
  - Continuous and ongoing activities associated with the Injury and Illness Prevention Program policy development and guidelines
  - Continuous and ongoing activities associated with manual to electronic conversion of Cal/OSHA required Hazard Communication Safety Data Sheets (SDS)
  - Claims received and/or processed:
    - None received or processed
- Training:
  - Webcasts/onsite/offsite training processed, provided, attended and/or proctored this month:
    - Mono County Unified Command – Quarterly meeting
    - MCWD – New Employee Orientation
    - CSDA – Public Service Ethics – AB 1234
    - The Water Research Foundation – Coronavirus and the Water Sector

## Regulatory

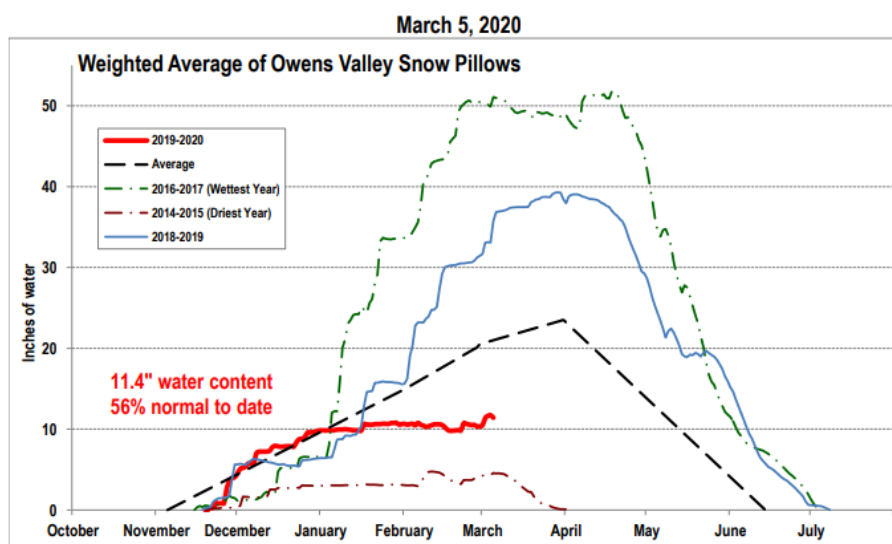
### **USFS Master Permit**

A Special Use Permit (SUP) is required to use or occupy USFS system lands. Various District’s facilities are located on USFS lands, including Lake Mary Treatment Plant, water tanks and lines, wells, sewer lines, lift stations, and creek gauging flumes. The District’s Master SUP and accompanying Maintenance and Operation Plan have been signed by the District and is awaiting signature from USFS. The Permit will be in effect until 12/21/2040.

### **Notice of Mitigated Negative Declaration**

A Notice of Intent (NOI) to adopt a Mitigated Negative Declaration (MND) for proposed changes to the District’s sludge hauling operation was posted Friday, March 6<sup>th</sup> and is open for public comment until Friday, March 27. Pending comments received, the MND will be brought to the Board for review and approval at the regular April meeting. The NOI and MND are available on the District’s webpage under current events.

## Conservation



### **Water Supply Outlook**

March 5, 2020 Eastern Sierra Current Precipitation Conditions reported 17.1 inches of water content at Mammoth Pass, equating to 46% of normal to date and 40% of normal for April 1. The graph to the left shows the weighted average for all Owens Valley snow pillows.

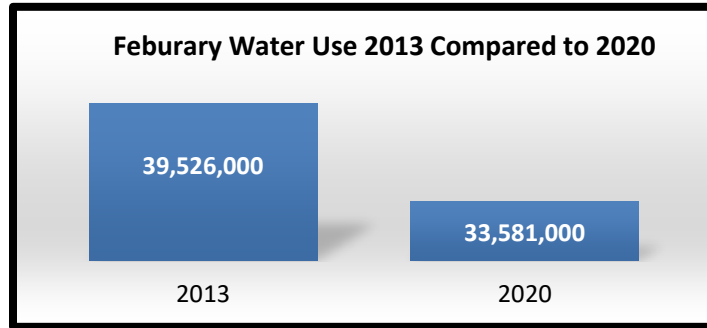
### **WaterSmart**

In February, 66 customers were notified of potential leaks at their property. The leak detection program continues to be well received by customers. 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 evaluated a new portal option offered through the proposed Enterprise Resource Planning (ERP) solution. Staff is in the process of assessing pros and cons of each software solution.



**MCWD Customer Water Consumption**

Water consumption was 5,945,000 gallons less in February 2020 when compared to the state of California’s water savings baseline year of 2013. Established water conservation programs will continue, while exploring new conservation opportunities.



**Rebate Program**

Fiscal Year	2020	2019	2018
Applications Processed	216	212	215
High-efficiency Toilets:	342	301	336
Clothes Washers:	19	33	27
Dishwashers	11	N/A	N/A
Estimated Annual Savings (gallons):	1,894,565	1,862,296	2,070,090
Rebate Awards:	\$72,292.68	\$65,645	\$71,550

The new dishwasher incentive added to the program in February has been well received, with 11 dishwasher applications processed to date. Overall, program participation has surpassed the previous two years, with additional applications still pending.

**Public Affairs and Outreach**

**Public Outreach**

The District is coordinating with Mammoth Mountain Ski Area to host an EPA ‘Fix a Leak’ event on Wednesday, March, 18<sup>th</sup> from 10:00-2:00 at Canyon Lodge. There will be free water conservation handouts, tips and tools to help guests learn how to identify and fix leaks, and an opportunity to win \$50 to the DIY Home Center. The event will be posted in the Sheet and Mammoth Times’ event calendars.



A press release detailing the District’s response and dedication to service in relation to the coronavirus was sent to the media March 12.

**Public Information Officer Meeting**

A Public Information Officer meeting was attended on March 5<sup>th</sup>. The main topic covered was potential impacts of the coronavirus and how agencies and businesses can prepare.

**Annual Report**

An annual report highlighting key projects and activities the District was involved with in FY 2020 is in draft phase. 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 preparing the District for any potential effects related to the Coronavirus, continuing to work with staff on workforce planning and recruitments, participation in local agency meetings, and finalizing the FY21 operating and capital budget

## **Departmental**

### **Staff Resources and Management**

- District staff have been proactive in preparation for potential effects of Coronavirus and how to best prepare and insulate the District from any effects moving forward. Management staff attended a local community meeting, a water and wastewater industry web-cast, and held internal meetings on the potential hazards and challenges the Coronavirus presents. Some of the items discussed included:
  - Maintaining water and wastewater services to the community with limited staff
  - Critical work flow processes
  - Maintaining critical work flow processes with limited staff
  - How to allow for staff to interface with District systems remotely, if needed
  - Staying current on potential Water and Wastewater industry specific hazards
  - Planned training and conference travel
  - Review of the District's leave policy and reminding staff to stay at home if they are sick
  - Increased cleaning of hard surfaces
- The on-boarding process was completed for two vacant fulltime positions being filled with existing SES employees. One position for an Administrative Assistant, staffing the front reception area, and another for a Mechanical Maintenance Worker.
- The recruitment for the Water and Wastewater Maintenance Superintendent (WWMS) position concluded with the internal promotion of the Line Maintenance supervisor to the WWMS position. As a result of the internal promotion there is now the need to fill the vacant position of Line Maintenance Supervisor. Recruitment for this position is presently open and scheduled to close on March 24, 2020.
- Exploring long-term workforce planning strategies with the Operations Superintendent after retirement announcements of two wastewater operations staff. The original recruitment strategy to find a Wastewater Treatment Operator Grade 2 or 3 was unsuccessful. As a result the recruitment opportunity has been reopened as open until filled, expanding the range from a Wastewater Treatment Operator-in-Training through Grade 3.
- Continued meetings with the District Engineer regarding short-term and long-term work force planning strategies for the Engineering department. The District Engineer continues to work with the Personnel Services Department and Sierra Employment Services recruiting for an Assistant Engineer.
- Staff continue with monthly Engineering, Operations and Maintenance (EOM) collaborative meetings, reporting on and tracking progress for current and future capital projects and programs

# **MAMMOTH COMMUNITY WATER DISTRICT**

## **General Manager's Report**

**March 2020**

Agenda Item: B-8

03-19-2020

---

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

Total water produced in February 2020 was 37.6 million gallons, down from 43.7 million gallons in January 2020, and down from 39 million gallons in January last year. The average daily demand was 1.3 million gallons, with 99% coming from surface water and 1% from groundwater.

February stream flow requirements for Mammoth Creek were 6.0cfs. Actual flows averaged 6.6cfs, ranging from 5.9 to 8.4cfs. Stream flows fell below requirements for one day in February, but met minimum requirements for the remainder of the month. March flow requirements are 7.8cfs. As of March 1<sup>st</sup> Lake Mary has a balance of 580 acre feet, which is 95.7% of the District's surface water storage capacity.

Snow water content measured at the Mammoth Pass snow sensor was 46% of normal as of March 11<sup>th</sup> and 41% of normal for the 2019/20 October-April water year. The California statewide total was 38% of normal as of March 11<sup>th</sup> and 36% 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 February water audit shows a total of 2.7 million gallons of non-revenue water, down from 2.8 in January. This amounted to 8% for the month, 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 126,850 kWh for the month of February. The irradiance for February was 45% more than February 2019 while the solar energy production increased by 88%.

### **Financial Management**

As the District nears the end of its financial year, total expenses continue to track under budget and revenue remains over annual budgeted projections.

Work on budget preparation continued on schedule, with department and project managers submitting final changes for the District's proposed operating and capital budget and organizational chart. The organizational chart reflects how the District's Departments, Divisions and Positions are organized. The revised draft, based on input from the Board and staff, is an agenda item 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 Resource Solution (ERP)

The finance department has received responses to the District's Request for Proposal for an Enterprise Resource Planning (ERP) software. After attending demos from the two leading vendors, District staff are in the process of

evaluating the benefits of each system. 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 continued to take 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 continued to engage Neptune Inc. discussing optimization of Neptune R450 AMI meter system, scheduled upcoming Neptune 360 software upgrade, addressed non-reads and various other performance issues. District staff are continuing to monitor and analyze potential effects on the District's present metering system from Neptune's business plan to transition from 450MHz to 900MHz meter and collector radio technology.

#### **Projects/Related**

##### **MCWD Water Discharge Requirements**

The Lahontan Regional Water Quality Control Board's (LRWQCB) recently notified MCWD staff of their intent to review and update the District's Waste Discharge Requirements (WDRs) for effluent from the Wastewater Treatment Plant. Preliminary discussions indicate that LRWQCB staff will recommend that MCWD produce a completely denitrified and dechlorinated effluent to Laurel Pond to meet Basin Plan receiving water objectives. Should these recommendations be implemented by the LRWQCB, the District would likely have five to six years to plan, design and construct the necessary improvements to meet the new WDRs. District staff is currently engaged with Waterworks Engineering on updating the District's WDR.

##### **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 SUP has been signed by the MCWD General Manager and is presently with the USFS for signature.

##### **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 groundwater aquifer systems. This could provide the BLM with more information and improve the likelihood that BLM2 is drilled in a location which will provide the most beneficial data in regards to monitoring effects between the deep and shallow aquifers.

ORMAT continues to report that they are 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 late April 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.

#### **Sludge Processing and Disposal**

With the pending closure of the Benton land fill in 2023, an in-house team has selected the best option for disposal of the District's sludge. The new disposal location, at Russell Pass landfill in Nevada, is the next closest location which will accept sludge generated by our district. This will potentially be coupled with the purchase of new hauling equipment and contracting out for hauling services to transport sludge to the new landfill location in Nevada. The in-house team also evaluated a new process for reducing water content in the processing of sludge, which will result in a reduction of the tonnage the District hauls to the landfill annually. Both projects have been included in the FY21 budget. District regulatory staff prepared a Notice of Intent (NOI) and Mitigated Negative Declaration (MND) for the hauling portion of the project. Both documents are presently out for a public comment period with a deadline for receiving comments of March 27, 2020. This environmental process will be followed shortly by a Request for Quotation (RFQ) to contract with a trucking company for hauling sludge to the new location.

**Tank T-6 Rehabilitation**

Preparation work for the rehabilitation of the District's surface water Clearwell, Tank T-6, is presently under way. District staff have met to develop a process which will allow for the use of some surface water during the tank's rehab. This process will allow the District to meet surface water regulatory requirements and supplement groundwater use during the summer irrigation season high water demand period. As part of the project preparation a Notice of Exemption (NOE) and Request for Quotation (RFQ) are being prepared. The goal is to have a contractor start work on the project by June 1<sup>st</sup>, with a completion target date of mid to late August 2020. The early rehab schedule will allow for optimal tank coating cure time temperatures and potentially allow for the utilization of surface water stored in Lake Mary to be used toward the end of irrigation season.

**Employee Housing Program**

The sale of a home purchased through the District's Employee Purchase Assistance program is pending and scheduled to close escrow on Wednesday, March 18, 2020. All documented improvements to the property have been reviewed by the Finance Manager and the General Manager and an agreement on valuations has been reached with the home owner.

Preparation work has been completed on the District's employee housing rental unit at Tamarack condominium. This allowed District staff to occupy the unit as of Mid-February. Preparation work is also under way at the District's Mountain Meadows unit, with completion scheduled by the end of April 2020.

## AGENDA ITEM

---

**Subject:** Discussion and Possible Funding Approval for the “*Stories in the Snow*” Program

**Information Provided By:** Eric Holmes, Desert Research Institute  
Stephanie Hake, Executive Assistant  
Betty Hylton, Senior Administrative Analyst

---

### **Background**

Eric Holmes spoke during Public Comment at the MCWD February 20, 2020 Regular Board meeting. He briefly described the “*Stories in the Snow*” program that is run by the Desert Research Institute of Reno, Nevada and its success over the past three years in the Truckee and Carson basins. Mr. Holmes is proposing to bring the program to Mammoth Unified School District to educate students on the topics of:

- ✓ History of snow crystal research
- ✓ Environmental Science of snow crystal formation
- ✓ What snow-dominated watersheds are and the importance of water resource conservation

The program budget for the 2019-2020 winter is \$1,500. Mr. Holmes requested that the MCWD Board consider sponsoring the program for the season to enable Mammoth students to participate in the engaging and interactive conservation program.

The accompanying materials have been provided by Eric Holmes of the Desert Research Institute.

### **Requested Action**

Discuss the request and provide direction to staff.

# Stories in the Snow

## Mammoth Community Water District Program Proposal



*“Each snow crystal has a “story” – that is, the shape and size of each snow crystal provides insight into the atmospheric conditions in which it formed and tells us how much water it holds.”*

### Program Summary

Stories in the snow calls upon citizens and local students to collect images of freshly fallen snow crystals so that researchers may learn more about real time atmospheric conditions which influence local water resources. To understand these meteorological conditions during storms scientists can use weather stations and advanced remote sensing techniques, but the need exists to obtain objective images of snow crystals to ground remote observations in reality and to enable further interpretation of snow crystal characteristics. For three winters Stories in the Snow has grown its community of active citizen scientists in the Truckee and Carson watersheds to generate snow crystal images for Desert Research Institute scientists. Many of these citizen scientists are students in local classrooms who are eager researchers in their own right. Each winter Stories in the Snow educators work with middle school and high school science teachers to teach a lesson on snow crystal formation, and proper use of the Stories in the Snow kits to capture up-close images of snow crystals.

Stories in the Snow would like to work with Mammoth Community Water District to bring this program to Mammoth Unified School district in a revised format to convey content that is of importance to students of the Mammoth Community.

### Program Objectives in Mammoth

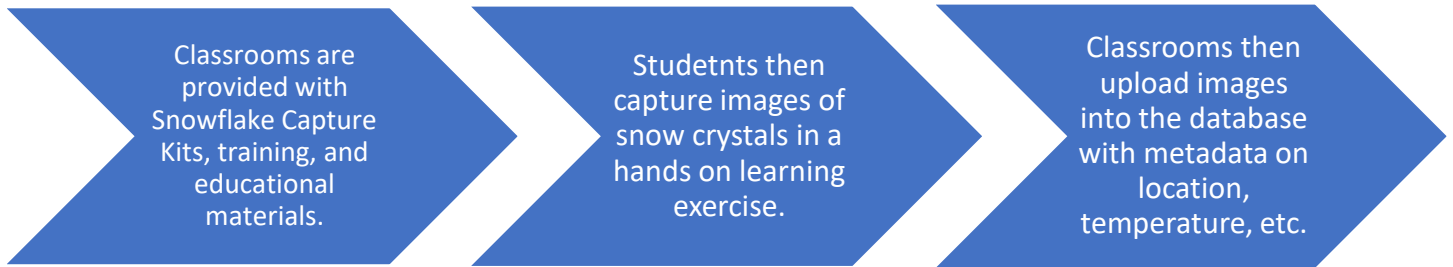
- The Stories in the Snow Mammoth program lead will develop a new (approx. 45 min) inquiry-based lesson for Mammoth Unified School District. This lesson will educate on the following topics:
  - History of Snow Crystal Research
  - Environmental Science Behind of Snow Crystal Formation
  - What Snow-Dominated Watersheds are and the importance of water resource conservation
- The Stories in the Snow Mammoth program lead will also develop a new learning exercise which utilizes Stories in the Snow kits. This learning exercise will:
  - Involve students in the process of examining snow crystals for characteristics that influences water resources thereby emphasizing the connection between snow crystals/snowpack and local water supply.
  - Allow classrooms to make use of smart phones/tablets and a macro lens to go outside to capture magnified images of snow crystals.
  - Encourage submission of these images through the “Citizen Science Tahoe” smart phone application to be used for research on atmospheric and water resource research across the Sierra Nevada.
- The Stories in the Snow Mammoth program lead will travel to Mammoth to hold a training session with local educators on how to present the lesson in the classroom and best practices for performing the learning exercise.



## What is Citizen Science?

Citizen science invites community members to collaborate with professional scientists by participating in data collection and interpretation. Within the scope of Stories in the Snow researchers at Desert Research Institute have defined important questions to answer through the collection of ground-based snow crystal observations. Thus, in the Truckee and Carson basins educators and classrooms have been trained to be citizen scientists to assist in the collection of data for this process. Furthermore, through the experience, students will learn about important atmospheric and hydrologic science phenomena in the region.

## How it Works



## Benefits of This Program

This program will involve students across the region in real scientific research. It will improve their understanding of the weather and climate phenomena that affect us every day. Direct engagement in inquiry-based learning will open doors for STEM in the future, and we hope that this curiosity and engagement will also result in lifelong stewardship of the land and the important resources on which we depend.

Scientifically, this project establishes precedents for the uniqueness of its approach to data collection. "Crowd-sourcing" ground observations of snow crystals is not being done anywhere else in the world.

## Budget

<b>Stories in the Snow-Mammoth Community Water District</b>			
<b>Winter 2019-2020</b>			
	<b>Rate</b>	<b>Qty</b>	<b>Cost</b>
<b>Labor</b>	\$ 25.00	22	\$ 550.00
<b>Kits</b>	\$ 12.50	60	\$ 750.00
<b>Travel Estimate</b>	\$ 200.00	1	\$ 200.00
<b>Total</b>			<b>\$ 1,500.00</b>

## How to get started:

1. On your smartphone, search "Citizen Science Lake Tahoe" and download the App from either the Apple Store or Google Play.



2. Grab your kit. Explore the contents: a macro lens, a snow crystal capture card, and snow crystal ruler. Use the black felt side of the snow crystal capture card to catch freshly-fallen crystals. Try to catch the crystals directly onto the felt (don't pick them up from the ground, because they can change shape quickly).



3. Strap the lens onto your phone. To shoot a photo, it helps to rest the base of the cell phone against a steady surface, and hold the phone *so close* to the object that is nearly touching, and slowly pull the lens away until it is in focus.

4. When it is snowing, take close-up images of snow crystals. We want images of what you see, so don't worry about sending us only the most beautiful or intricate ones! (Although those are nice too). **Make sure location services are enabled while you are taking and uploading pics.**



3 easy rules:

1. Only take pictures of freshly-fallen crystals (not from the ground) with the ruler in the frame.
2. Have your location services on when you use the app.
3. Upload your photos immediately to the Citizen Science Tahoe app.

## How to get started:

1. On your smartphone, search "Citizen Science Lake Tahoe" and download the App from either the Apple Store or Google Play.

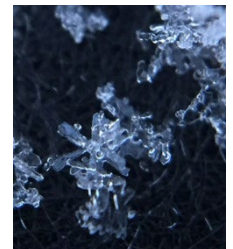


2. Grab your kit. Explore the contents: a macro lens, a snow crystal capture card, and snow crystal ruler. Use the black felt side of the snow crystal capture card to catch freshly-fallen crystals. Try to catch the crystals directly onto the felt (don't pick them up from the ground, because they can change shape quickly).



3. Strap the lens onto your phone. To shoot a photo, it helps to rest the base of the cell phone against a steady surface, and hold the phone *so close* to the object that is nearly touching, and slowly pull the lens away until it is in focus.

4. When it is snowing, take close-up images of snow crystals. We want images of what you see, so don't worry about sending us only the most beautiful or intricate ones! (Although those are nice too). **Make sure location services are enabled while you are taking and uploading pics.**



3 easy rules:

1. Only take pictures of freshly-fallen crystals (not from the ground) with the ruler in the frame.
2. Have your location services on when you use the app.
3. Upload your photos immediately to the Citizen Science Tahoe app.

# AGENDA ITEM

**Subject:** Discussion and Possible Adoption of Resolution No. 03-19-20-02 Approving the FY 2021 Capital and Operating Budget

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

## Background

At the February 20, 2020 Board meeting, the draft FY 2021 capital and operating budget was presented for review and discussion. The discussion and direction from the Board has been incorporated into the proposed budget presented for review and possible approval at the regular March Board meeting.

	FY 2020 Budget	FY 2020 Projection	FY 2021 Budget	Change - FY 2020 Budget to FY 2021 Budget		Change - FY 2020 Projection to FY 2021 Budget	
Revenue	14,076,400	14,931,186	14,601,600	525,200	3.7%	-329,586	-2.2%
Personnel (less Capital Labor)	5,820,372	5,830,004	5,756,200	-64,172	-1.1%	-73,804	-1.3%
Operations	3,295,941	2,874,204	3,611,500	315,559	9.6%	737,296	25.7%
Capital	3,862,400	2,320,000	6,358,800	2,496,400	64.6%	4,038,800	174.1%
Reserves	1,097,687	3,906,978	-1,124,900				

## Discussion

Based on the direction of the Board in February and additional input from staff, the following changes were made to the draft budget:

### Revenue Budget

- Projection of water use was reduced to 90% of last year, reducing expected revenue by \$120,900

### Operating Budget

- \$137,000 was added to the electricity budget for expected reliance on groundwater instead of surface water
- \$45,000 was added to the operating chemical budget to reflect the higher cost of groundwater treatment
- Added \$15,000 for HydroDaVE as a data repository and analysis tool for source water monitoring
- Added \$4,700 to the Engineering department budget for AutoCAD training
- Added \$3,140 to the IT department budget for additional anti-virus and network maintenance services
- Personnel changes reduced the total personnel budget by \$26,600

## **Capital Budget**

- Changed the likelihood of spending the full budget in FY 2021 from 100% to 85%, reducing the FY 2021 budget by \$287,900
- Changed the likelihood factor for the Laurel Pond monitoring wells from 50% to 100% and increased the cost allocated for reporting to regulatory agencies, construction oversight, and geophysical work. The increase to the project budget is \$247,900
- Changed the likelihood factor for the T-6 rehab from 50% to 100%, and moved the T-1 rehab to FY 2022, for a net increase of \$88,100
- Added \$36,500 for a vehicle replacement in the Engineering department
- Changed the likelihood factor for the Water Cost of Service study from 50% to 100%, increasing the budget by \$25,000
- Increased the overhead rate for contract workers on capital projects from 50% to 60%, adding a total of \$21,300 to the capital budget.
- Added a project for PLC replacements for four lift stations in FY 2022

## **Fiscal Impact**

The changes to the proposed budget from the draft budget increase the amount withdrawn from reserves by \$483,200. The approved budget will provide strategic direction and spending authority for District staff in accomplishing the mission of MCWD.

## **Requested Action**

Review the final budget for FY 2020-2021 and adopt Resolution No. 03-19-20-02 to approve the budget.

# 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 \$14,601,600. Budgeted expenditures on operations, personnel, and capital are \$15,726,500. The shortfall of \$1,124,900 will be withdrawn from our operating and capital reserves.

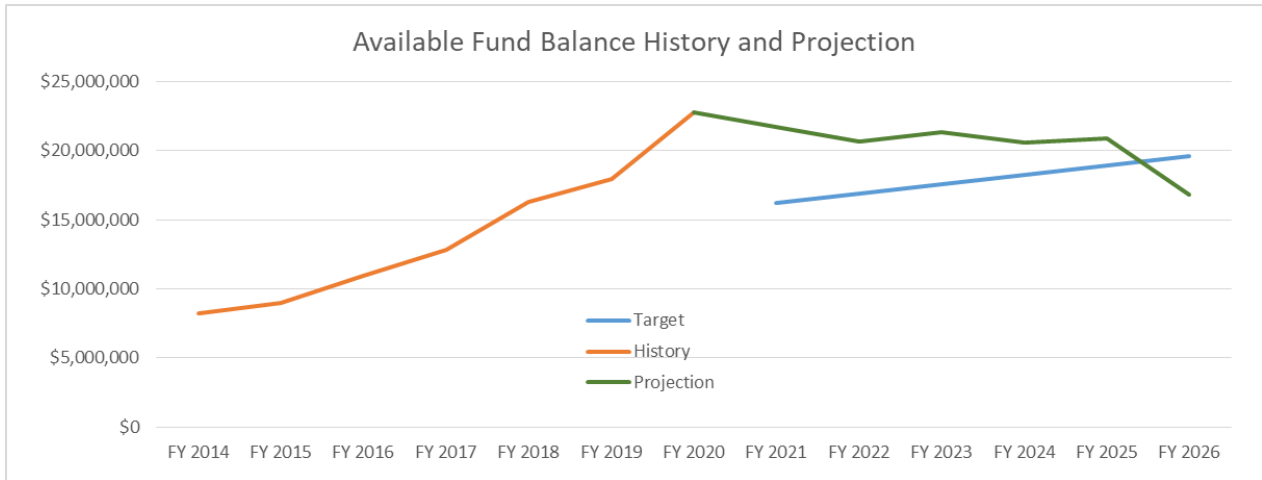
Each fiscal year from 2015 through 2019 ended with a contribution to reserves and FY 2020 is projected to end with a contribution to reserves of approximately \$3,900,000. These contributions to reserves have been primarily attributable to deferred capital projects. The capital budget for FY 2021 includes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

	FY 2020 Budget	FY 2020 Projection	FY 2021 Budget	Change - FY 2020 Budget to FY 2021 Budget		Change - FY 2020 Projection to FY 2021 Budget	
Revenue	14,076,400	14,931,186	14,601,600	525,200	3.7%	-329,586	-2.2%
Personnel (less Capital Labor)	5,820,372	5,830,004	5,756,200	-64,172	-1.1%	-73,804	-1.3%
Operations	3,295,941	2,874,204	3,611,500	315,559	9.6%	737,296	25.7%
Capital	3,862,400	2,320,000	6,358,800	2,496,400	64.6%	4,038,800	174.1%
Reserves	1,097,687	3,906,978	-1,124,900				

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 \$16,890,000.

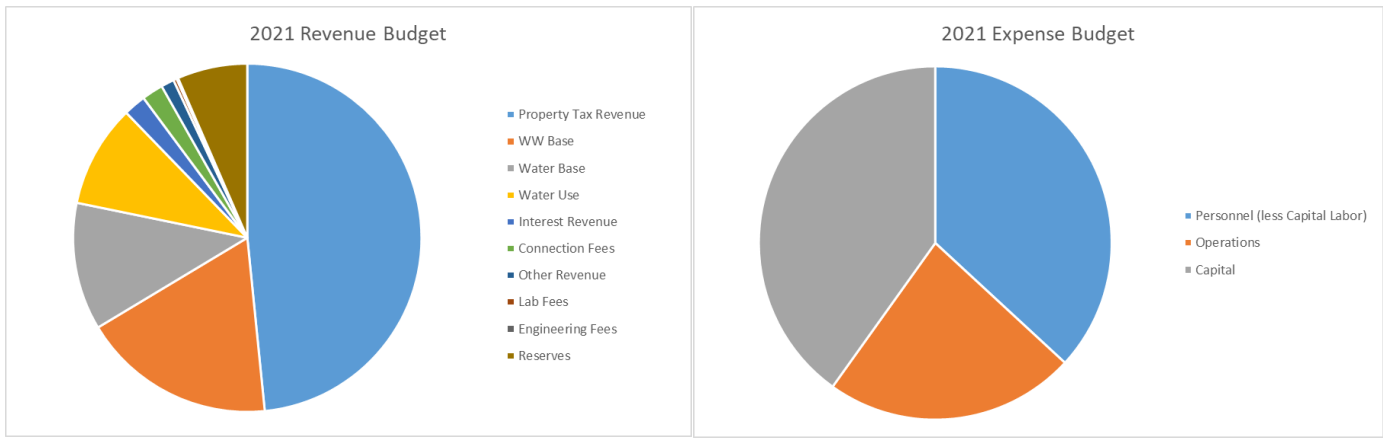
The Reserve Policy and FY 2021 Fund Reserve Targets are included as Attachments A and B to this document.

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 \$14,601,600 for FY 2021 represents a 4% increase from FY 2020 revenue budget and a 2% 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 revenue, a 2% increase in water base revenue, and an 8 % decrease in water use revenue.
  - Water use has been on a downward trend of about 3% per year for the last 15 years. At the time of budget preparation, snow pack in our watershed is approximately 50% of normal. The water storage tank associated with the Lake Mary treatment plant will be rehabilitated this summer, which will reduce the surface water production capacity. These factors suggest water conservation might be required this summer, and the water revenue budget assumes a 10% reduction in water use.
- 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 unpredictable 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 FY 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 - FY 2020 Budget to FY 2021 Budget		Change - FY 2020 Projection to FY 2021 Budget	
<b>Property Tax Revenue</b>	6,780,000	7,410,500	7,558,700	778,700	11%	148,200	2%
<b>WW Base</b>	2,789,000	2,782,100	2,809,900	20,900	1%	27,800	1%
<b>Water Base</b>	1,805,000	1,812,700	1,848,900	43,900	2%	36,200	2%
<b>Water Use</b>	1,770,000	1,622,700	1,488,700	-281,300	-16%	-134,000	-8%
<b>Interest Revenue</b>	456,000	748,800	324,000	-132,000	-29%	-424,800	-57%
<b>Connection Fees</b>	237,400	300,300	309,400	72,000	30%	9,100	3%
<b>Other Revenue</b>	181,700	183,600	190,000	8,300	5%	6,400	3%
<b>Lab Fees</b>	42,800	47,600	48,600	5,800	14%	1,000	2%
<b>Engineering Fees</b>	14,500	22,900	23,400	8,900	61%	500	2%
<b>Total Revenue</b>	14,076,400	14,931,200	14,601,600	525,200	4%	(329,600)	-2%
<b>Reserves</b>			1,015,800	1,015,800		1,015,800	

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
<b>Revenue (excluding Connection Fee)</b>	\$ 14,292,200	14,578,044	14,869,605	15,166,997	15,470,337	15,779,744
<b>Connection Fee Revenue</b>	\$ 309,400	318,682	328,242	338,090	348,232	358,679
<b>Personnel Expense (excluding Capital Labor)</b>	\$ 5,756,200	5,986,448	6,225,906	6,474,942	6,733,940	7,003,297
<b>Operating Expense</b>	\$ 3,611,500	3,719,845	3,831,440	3,946,384	4,064,775	4,186,718
<b>Capital Expense</b>	\$ 6,358,800	\$ 6,306,000	\$ 4,395,000	\$ 5,894,000	\$ 4,673,000	9,032,000
<b>Addition (Reduction) to Capital Reserves</b>	\$ (1,434,300)	\$ (1,434,249)	\$ 417,259	\$ (1,148,329)	\$ (1,378)	\$ (4,442,272)
<b>Addition to Expansion Reserves</b>	\$ 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>
<b>Operating/Capital Fund Reserve</b>	\$ 18,431,700	\$ 16,997,451	\$ 17,414,710	\$ 16,266,381	\$ 16,265,003	\$ 11,822,731
<b>Expansion Fund Reserve</b>	\$ 3,209,400	\$ 3,528,082	\$ 3,856,324	\$ 4,194,414	\$ 4,542,647	\$ 4,901,326
<b>Total Fund Reserve</b>	<b>\$ 21,641,100</b>	<b>\$ 20,525,533</b>	<b>\$ 21,271,034</b>	<b>\$ 20,460,795</b>	<b>\$ 20,807,649</b>	<b>\$ 16,724,057</b>

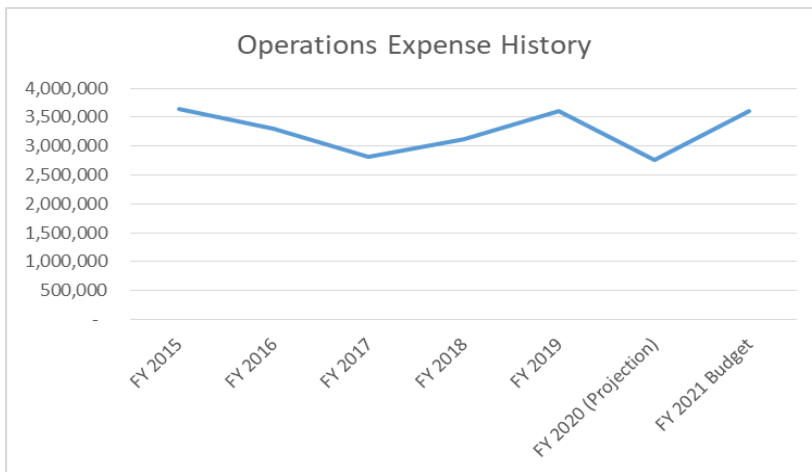


## Operations Budget

The operations budget shows significant variation from year to year, resulting from both planned and unexpected expenses. The FY 2021 operations budget reflects an increase of \$315,108 from the FY 2020 budget and is \$699,473 higher than the FY 2020 projection.

Some significant increases in the FY 2021 budget include:

- \$137,000 for expected additional electricity cost to pump groundwater
- \$80,000 for the backflow survey (required every five years)
- \$50,000 for parking lot maintenance
- \$45,000 for expected additional chemical cost to treat groundwater
- \$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 2020 Budget	FY 2020 Projection	FY 2021 Budget	Change - FY 2020 Budget to FY 2021 Budget	Change - FY 2020 Projection to FY 2021 Budget		
6023-Employee Engagement	\$18,300	\$15,387	\$29,500	\$11,200	61%	\$14,113	48%
6024-Employee PPE/Unif	\$16,600	\$17,496	\$20,434	\$3,834	23%	\$2,938	14%
6100-Outside Services	\$112,575	\$83,911	\$155,585	\$43,010	38%	\$71,674	46%
6101-Property Tax Admin Fee	\$188,000	\$199,040	\$220,500	\$32,500	17%	\$21,460	10%
6102-Sludge Disposal	\$210,000	\$201,208	\$240,000	\$30,000	14%	\$38,792	16%
6105-Software Licenses and Agrmnts	\$119,425	\$115,368	\$139,232	\$19,807	17%	\$23,864	17%
6106-IT Services	\$58,400	\$45,006	\$40,000	(\$18,400)	-32%	(\$5,006)	-13%
6108-Banking Fees	\$38,900	\$32,690	\$38,000	(\$900)	-2%	\$5,310	14%
6110-Professional Services	\$348,360	\$285,876	\$358,650	\$10,290	3%	\$72,774	20%
6111-Outside Lab Services	\$50,250	\$42,886	\$55,250	\$5,000	10%	\$12,364	22%
6115-Employee Housing Expenses	\$52,060	\$50,262	\$72,780	\$20,720	40%	\$22,518	31%
6120-Operating Tools and Equipment	\$29,600	\$48,121	\$47,900	\$18,300	62%	(\$221)	0%
6125-Gasoline	\$34,500	\$27,598	\$37,300	\$2,800	8%	\$9,702	26%
6126-Diesel Fuel	\$13,600	\$15,661	\$15,890	\$2,290	17%	\$229	1%
6130-Insurance	\$180,000	\$144,539	\$140,000	(\$40,000)	-22%	(\$4,539)	-3%
6140-Legal Services	\$123,000	\$121,086	\$123,000	\$0	0%	\$1,914	2%
6145-M & R - Line Repair/Equipment	\$233,160	\$215,049	\$211,760	(\$21,400)	-9%	(\$3,289)	-2%
6150-M & R - Buildings	\$103,650	\$85,053	\$135,000	\$31,350	30%	\$49,947	37%
6155-M & R - Vehicles	\$73,950	\$130,517	\$75,000	\$1,050	1%	(\$55,517)	-74%
6160-Memberships/Certifications	\$47,075	\$46,098	\$46,764	(\$311)	-1%	\$666	1%
6165-Permit Materials	\$30,000	\$13,630	\$15,000	(\$15,000)	-50%	\$1,370	9%
6179-Operating Chemicals	\$162,290	\$154,189	\$212,006	\$49,716	31%	\$57,817	27%
6180-Operating Supplies	\$116,100	\$89,458	\$124,200	\$8,100	7%	\$34,742	28%
6181-Computer Systems/Equipment	\$51,400	\$44,519	\$75,000	\$23,600	46%	\$30,481	41%
6185-Postage/Freight	\$9,320	\$9,859	\$9,420	\$100	1%	(\$439)	-5%
6190-Advertising Publications & PR	\$23,250	\$17,774	\$23,750	\$500	2%	\$5,976	25%
6192-Books & Subscriptions	\$2,516	\$513	\$1,680	(\$836)	-33%	\$1,167	69%
6200-Safety	\$22,510	\$16,069	\$26,610	\$4,100	18%	\$10,541	40%
6205-Permits & Licensing	\$74,850	\$86,958	\$83,853	\$9,003	12%	(\$3,105)	-4%
6207-Settlement Cost	\$162,000	\$161,730	\$62,360	(\$99,640)	-62%	(\$99,370)	-159%
6210-Telephone	\$40,900	\$42,596	\$43,520	\$2,620	6%	\$924	2%
6215-Training & Meetings	\$53,175	\$27,100	\$84,505	\$31,330	59%	\$57,405	68%
6220-Travel Expenses	\$62,225	\$34,518	\$65,500	\$3,275	5%	\$30,982	47%
6230-Utilities - Electric	\$287,500	\$191,283	\$418,400	\$130,900	46%	\$227,117	54%
6231-Utilities - Propane	\$42,000	\$23,159	\$35,700	(\$6,300)	-15%	\$12,541	35%
6237-Water Conservation	\$105,000	\$75,868	\$127,500	\$22,500	21%	\$51,632	40%
<b>Grand Total</b>	<b>\$3,296,441</b>	<b>\$2,912,076</b>	<b>\$3,611,549</b>	<b>\$315,108</b>	<b>10%</b>	<b>\$699,473</b>	<b>19%</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 \$6,009,100 is 0.4% higher than last fiscal year. Four senior staff members retired in FY 2020, which tends 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 a contract worker who will work part of the year on a seasonal project in the Lab. 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 \$252,900.

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 \$30,300 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>	4,040,400	850,300	998,300	58,000	62,100	6,009,100
<b>FY 2020 Budget</b>	3,951,300	863,800	1,016,100	58,800	92,400	5,982,500
<b>Change FY '20 - FY '21</b>	89,100	(13,500)	(17,800)	(800)	(30,300)	26,600
<b>% Change</b>	2.3%	-1.6%	-1.8%	-1.4%	-32.8%	0.4%

## 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 \$6,358,800 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 27-29 Budget	FY 30-31 Budget
Sludge De-Watering and Conveyance	24	100%	652,926	652,900		-	-	-			
Radio Replacements	23	100%	62,215	62,200							
Rehab. Secondary Clarifier #2 Drive	23	100%	67,678	67,700							
Tank Rehab T-6 (Clearwell Tank)	22	100%	655,514	655,500							
Well 32	21	85%	1,919,441	1,631,500		-	-	-			
Laurel Pond Monitoring Wells	21	100%	401,700	401,700		-	-	-			
WWTP Filter PLC Upgrade	21	100%	173,500	173,500			-	-			
WWTP Filter Bypass Pump	21	100%	70,267	70,300	72,000						
WWTP Back-Up Power	21	100%	54,645	54,600							
Sewer Line Rehab FY 2021	18	100%	401,618	401,600							
Distribution System Improvements FY 2021	17	100%	689,072	689,100							
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	-	-	-			
Timber Ridge Pump Station Rehab.	13	100%	12,891	12,900							
Water Cost of Service Study	8	100%	50,000	50,000		-	-	-		60,000	
Upgrade ERP Software	8	100%	258,400	258,400		-	-	-			
Rehab. Admin. Building		50%	50,000	25,000	309,000	212,000	-	-			
LMTP Improvements		100%	30,000	30,000	155,000	-	-	-			
Update Shallow Groundwater Model		90%	150,111	135,100							
College PRV		100%	8,864	8,900							
Meter System Improvements		100%	50,000	50,000							
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	600,000	600,000
Lift Station PLC Controller Replacements (4)					165,000						
LMTP Upgrades					103,000	106,000	109,000	113,000	116,000	299,000	326,000
WWTP Upgrades					206,000	212,000	219,000	225,000	232,000	597,000	652,000
Water Tank Rehab					515,000	530,000	546,000	563,000	580,000	358,000	391,000
Water Distribution System Improvements					695,000	716,000	1,093,000	563,000	580,000	1,194,000	1,305,000
Replacement wells					1,957,000		2,076,000		2,203,000	5,672,000	6,198,000
Tank Rehab T-1 (Lake Mary Storage Tank)					493,000						
Zone 2B Storage					515,000				4,088,000	-	
PLC upgrade					206,000	202,000	262,000	270,000		299,000	326,000
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	1,134,000	1,240,000
WWTP Filter Replacement						1,061,000					
Rehab North EQ Basin									348,000		
Expansion Wells								2,138,000		2,269,000	2,479,000
Administrative Infrastructure Expansion										597,000	
Water Distribution System Modeling					21,000						
Wastewater Collection System Modeling					21,000						
Knolls Transmission Line Expansion											3,219,000
Meridian Sewer Expansion										3,956,000	
Shady Rest Relief Main - Center St							625,000				
Hwy 203 Expansion										558,000	
Old Mammoth Interceptor Expansion											3,167,000
<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		100%	36,500	36,500	70,000	115,000	178,000	35,000	50,000		
<b>Annual Total</b>			<b>6,864,399</b>	<b>6,358,800</b>	<b>6,306,000</b>	<b>4,395,000</b>	<b>5,894,000</b>	<b>4,673,000</b>	<b>9,032,000</b>	<b>17,593,000</b>	<b>19,903,000</b>

**MCWD Operating and Capital Reserve Policy**

Adopted 03-17-2016

Updated 02-20-2020

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.

**Reserve Funds Targets for FY 2021**

Fund 10 – Admin Operation: \$190,000

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

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

Fund 21 – Admin Replacement: \$1,000,000

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

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

Fund 31 – Admin Expansion: \$1,000,000

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

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

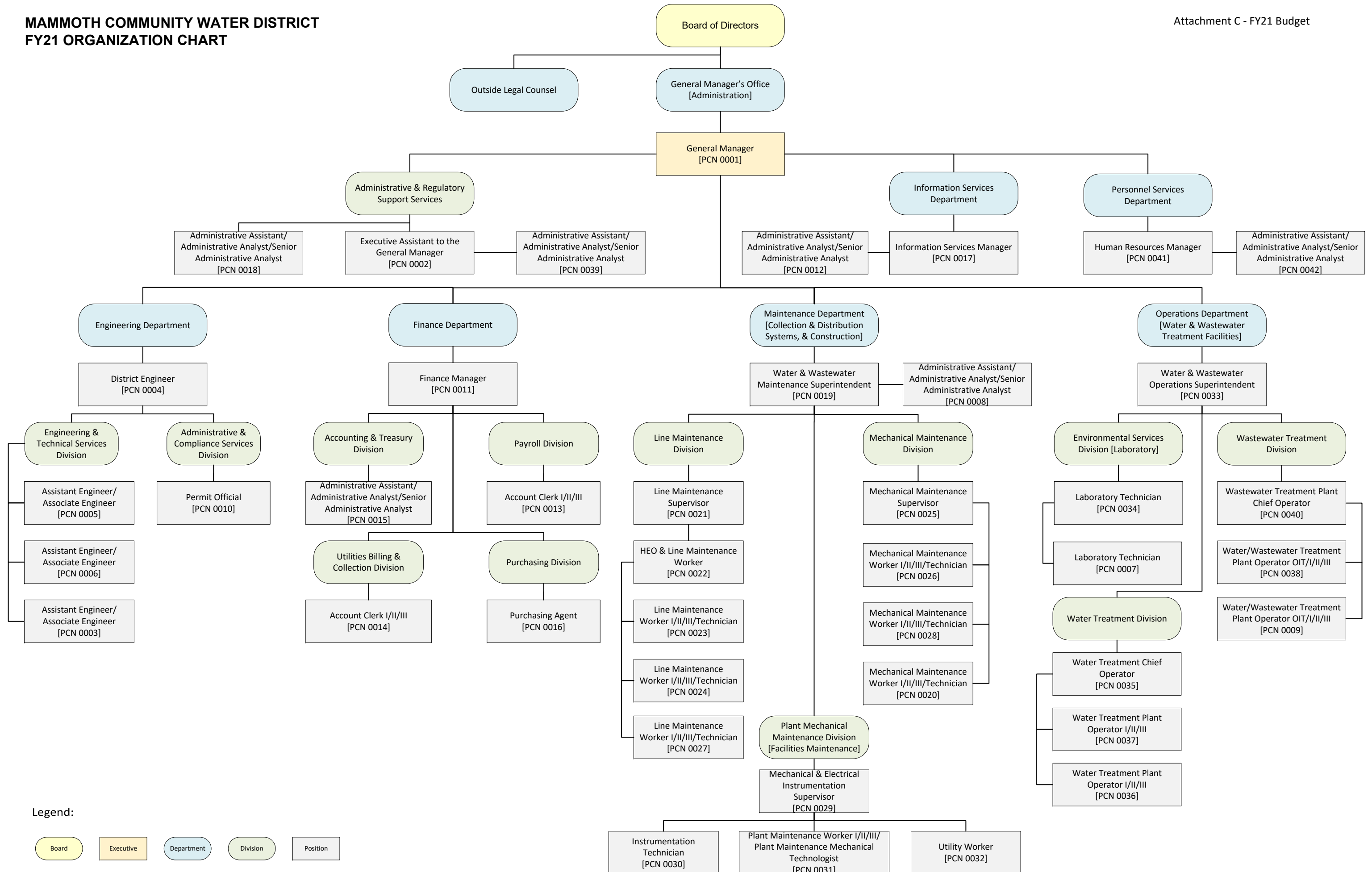
Fund 96 – New Enterprise: \$500,000

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 \$16,218,000. The proposed operating and capital budget for fiscal year 2021 will result in a reduction to reserves of approximately \$1,030,800. If budgeted revenue and expenses occur as planned, we will end fiscal year 2021 with a reserve balance of approximately \$21,735,200.

**MAMMOTH COMMUNITY WATER DISTRICT  
FY21 ORGANIZATION CHART**



Legend:





## RESOLUTION NO. 03-19-20-02

---

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
MAMMOTH COMMUNITY WATER DISTRICT  
ADOPTING A BUDGET FOR THE FISCAL YEAR 2020-2021**

**WHEREAS**, the Water and Wastewater Operating Budget for the Mammoth Community Water District ("District") has been prepared by staff and included within Exhibit A, entitled "Mammoth Community Water District Fiscal Year 2020-2021 Budget Report," which is attached hereto and incorporated herein by this reference; and,

**WHEREAS**, the Capital Budget for the District has been prepared by staff and included within Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Mammoth Community Water District hereby approves and adopts the Water and Wastewater Operating Budget and Capital Budget for the Fiscal Year 2020-2021 presented in attached Exhibit A, entitled "Mammoth Community Water District Fiscal Year 2020-2021 Budget Report."

**PASSED AND ADOPTED** by the Board of Directors of the Mammoth Community Water District at a regular meeting held on March 19, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

MAMMOTH COMMUNITY WATER DISTRICT

---

Thomas R. Smith, President  
Board of Directors

ATTEST:

---

Mark Busby, Secretary  
Board of Directors

## **AGENDA ITEM**

---

**Subject:** Discussion and Possible Adoption of Resolution No. 03-19-20-03 Establishing the (Estimated) Annual Appropriations Limit for the Fiscal Year 2020-2021

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

---

### **Background**

Article 13B of the California State Constitution establishes a maximum amount of tax revenue all government entities and special districts may receive and requires that each entity annually adopt that limit. The appropriations limit begins from a base year (1978) and increases or decreases each year based on changes to local population and state per capita personal income.

### **Discussion**

Because MCWD's fiscal year begins in April, and the State Department of Finance releases the data required for the appropriations limit calculation in May, the appropriations limit adopted by the District for Fiscal Year 2020-2021 is estimated based on prior year data, and will be calculated exactly when the current data is received. The chart showing the estimated calculation is attached as Exhibit A.

The estimated appropriation limit for Fiscal Year 2020-2021 is \$13,639,776.

### **Fiscal Impact**

The estimated appropriations limit is almost double our expected tax revenue, so there is no fiscal impact.

### **Requested Action**

Discussion and possible adoption of Resolution No. 03-19-20-03 establishing an initial appropriations limitation for Fiscal Year 2020-2021.

MAMMOTH COMMUNITY WATER DISTRICT  
APPROPRIATIONS LIMITATION

BASE YEAR LIMITATION:

1,674,480

FISCAL YEAR		PER CAPITA INCOME FACTOR	POPULATION FACTOR	COMBINED FACTOR	APPROPRIATIONS LIMITATION
1979	1980	1.1017	1.0519	1.1589	1,940,555
1980	1981	1.1211	1.0712	1.2009	2,330,412
1981	1982	1.0912	1.0536	1.1497	2,679,275
1982	1983	1.0679	0.9878	1.0549	2,826,367
1983	1984	1.0235	1.0235	1.0476	2,960,902
1984	1985	1.0474	0.8400	0.8798	2,605,002
1985	1986	1.0374	0.9893	1.0263	2,673,514
1986	1987	1.0230	1.0047	1.0278	2,747,838
1987	1988	1.0347	0.9973	1.0319	2,835,494
1988	1989	1.0466	1.0424	1.0910	3,093,524
1989	1990	1.0519	1.0289	1.0823	3,348,121
1990	1991	1.0421	1.1057	1.1522	3,857,705
1991	1992	1.0414	1.0479	1.0913	4,209,913
1992	1993	0.9936	1.0151	1.0086	4,246,118
1993	1994	1.0272	1.0480	1.0765	4,570,946
1994	1995	1.0071	1.0411	1.0485	4,792,637
1995	1996	1.0472	1.0218	1.0700	5,128,122
1996	1997	1.0521	0.9987	1.0507	5,388,118
1997	1998	1.0467	0.9937	1.0401	5,604,182
1998	1999	1.0415	1.0116	1.0536	5,904,566
1999	2000	1.0453	1.0066	1.0522	6,212,784
2000	2001	1.0491	1.0171	1.0670	6,629,041
2001	2002	1.0782	1.0410	1.1224	7,440,436
2002	2003	0.9873	1.0256	1.0126	7,534,185
2003	2004	1.0231	1.0062	1.0294	7,755,690
2004	2005	1.0328	0.9955	1.0282	7,974,400
2005	2006	1.0526	1.0230	1.0768	8,586,834
2006	2007	1.0396	1.0151	1.0553	9,061,686
2007	2008	1.0442	1.0087	1.0533	9,544,674
2008	2009	1.0429	1.0008	1.0437	9,961,776
2009	2010	1.0062	0.9881	0.9942	9,903,998
2010	2011	0.9746	1.0005	0.9751	9,657,388
2011	2012	1.0251	1.0094	1.0347	9,992,499
2012	2013	1.0377	1.0015	1.0393	10,385,204
2013	2014	1.0512	1.0045	1.0559	10,965,737
2014	2015	0.9977	0.9879	0.9856	10,807,830
2015	2016	1.0382	1.0042	1.0426	11,268,244
2016	2017	1.0537	1.0022	1.0560	11,899,266
2017	2018	1.0369	1.0023	1.0393	12,366,907
2018	2019	1.0367	1.0013	1.0380	12,836,849
2019	2020	1.0385	0.9926	1.0308	13,232,224
2020	2021	1.0385	0.9926	1.0308	13,639,776 (Estimated)

The Appropriations Limitation establishes for the ensuing fiscal year the revenues that the District may receive from taxes, investment of taxes and excess user charges.

**RESOLUTION NO. 03-19-20-03**

---

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
MAMMOTH COMMUNITY WATER DISTRICT  
ESTABLISHING AN INITIAL APPROPRIATIONS LIMITATION  
FOR FISCAL YEAR 2020-2021**

**WHEREAS**, pursuant to Sections 7900, et. seq., of the California Government Code and Article 13B of the California Constitution, the Mammoth Community Water District is required to adopt a limit on appropriations for its Fiscal Year 2020-2021; and,

**WHEREAS**, the State Department of Finance has previously provided documentation to enable the District to calculate and adopt such a limitation for Fiscal Year 2019-2020, which documentation has been on file at the District office for at least 15 days before the Board meeting at which this resolution is adopted.

**WHEREAS**, because the data required to calculate the appropriations limit for Fiscal Year 2020-2021 will not be provided by the State Department of Finance until May 2020, the data from Fiscal Year 2019-2020 has been used to estimate the initial appropriations limit for Fiscal Year 2020-2021.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Mammoth Community Water District that the amount of appropriations which is subject to limitation under the provisions of the Government Code and California Constitution for the Mammoth Community Water District for Fiscal Year 2020-2021 is hereby estimated to be \$13,639,776.

**PASSED AND ADOPTED** by the Board of Directors of the Mammoth Community Water District at a regular meeting held on March 19, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

MAMMOTH COMMUNITY WATER DISTRICT

\_\_\_\_\_  
Thomas R. Smith, President  
Board of Directors

ATTEST:

\_\_\_\_\_  
Mark Busby, Secretary  
Board of Directors

## **AGENDA ITEM**

---

**Subject:** Discussion and Possible Adoption of Resolution No. 03-19-20-04 Establishing the Fiscal Year 2020-2021 MCWD Master Fee Schedule

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

---

### **Background**

The District is bound to charge appropriately for all services provided so that those who receive service bear the cost of the service. The Master Fee Schedule (MFS), when adopted by the Board, authorizes the fees charged for Fiscal Year 2020-2021.

### **Discussion**

Most of the District's fees are defined in the MCWD Code, either as fixed amounts or as annually increasing amounts. The MFS is not intended to duplicate or override the Code, but to provide amounts for those fees that increment annually, and to define the fees charged for services not covered in the code.

Accordingly, the water and sewer rates and connection fees effective in Fiscal Year 2020-2021 are included in the MFS. The schedule references the Code sections for the application, review, and inspection fees charged by the Engineering department, but those fees are not included in the MFS. The fees charged for specific services (lab, GIS, maintenance, administrative etc.) are not defined by Code, so are defined in the MFS.

### **Fiscal Impact**

Adoption of the Master Fee Schedule authorizes the collection of fees for services that match the cost of delivering services.

### **Requested Action**

It is requested that the Board review and consider adoption of Resolution No. 03-19-20-04 approving the Master Fee Schedule for Fiscal Year 2020-2021.

Mammoth Community Water District  
**Master Fee Schedule**  
Effective April 1, 2020

Exhibit A

## Utility Billing Fees

### Water – Monthly Minimum Service Charge

Water system charges are authorized by MCWD Code Chapter 12, Division VI.

The monthly Minimum Service Charge for Single Family, Multi-Family, and Commercial properties shall be based on the size of the meter as shown below:

<b>Meter Size</b>	<b>Effective April 2020</b>
5/8"   3/4" and Multi-Family Residential	\$15.05
1"	\$22.79
1-1/2"	\$42.16
2"	\$65.39
3"	\$138.95
4"	\$247.39
6"	\$545.52
8"	\$932.72

### Water - Quantity Rate Charge

The Quantity Rate Charge shall be billed monthly at the following rates per 1,000 gallons:

	<b>Effective April 2020</b>
<b>Single Family Residential</b>	
First 4,000 gallons	\$0.99
4,001 - 8,000 gallons	\$2.32
Over 8,000 gallons	\$5.06
<b>Multi-Family Residential</b>	\$2.36
<b>Commercial</b>	\$3.13
<b>Irrigation</b>	
Tier 1	\$2.77
Tier 2	\$6.19
Tier 3	\$9.15
<b>Recycled</b>	\$1.83

**Mammoth Community Water District**  
**Master Fee Schedule**  
**Effective April 1, 2020**

**Water Shortage Surcharge**

When authorized by the Board of Directors, the monthly Water Shortage Surcharge shall be based on meter size and water conservation level.

<b>Meter Size</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>
5/8"   3/4" and Multi-Family Residential	\$1.31	\$2.62	\$3.93	\$6.55
1"	\$2.19	\$4.37	\$6.55	\$10.91
1 1/2"	\$4.37	\$8.73	\$13.09	\$21.82
2"	\$6.99	\$13.97	\$20.95	\$34.91
3"	\$15.27	\$30.54	\$45.81	\$76.35
4"	\$27.49	\$54.98	\$82.46	\$137.43
6"	\$61.08	\$122.16	\$183.24	\$305.40

**Sewer – Monthly Charge**

Sewer charges are authorized by MCWD Code Chapter 11 Division VI.

<b>Customer Class</b>	<b>Effective April 2020</b>
Single Family	\$21.15
Multi-Family*	\$18.21
RV Space	\$3.09
Motel Units*	\$9.63
Ski Dorm/Bed	\$3.09
Commercial Unit	\$13.64
Laundry - Commercial	\$814.31
Laundromat - Public	\$499.45
Service Station	\$24.97
Car Wash	\$62.48
Restaurant Seat	\$2.55
Bar Seat	\$1.34
Theatre Seat	\$0.65
Public Building	\$41.72
Elementary School*	\$0.94
High School*	\$1.15
Storage/Warehouse*	\$18.82
Swimming Pool	\$12.47
Spa/Hot Tub	\$6.38
Hospital Bed	\$28.72
Juniper	\$13.71
Mill Cabins	\$21.14

**Mammoth Community Water District**  
**Master Fee Schedule**  
**Effective April 1, 2020**

Notes:

- \*Multi Family includes condominium units, apartments units, and mobile units.
- \*Motel Units include all motel rooms and motel managers' units.
- \*Storage/Warehouses are unoccupied.
- \*Schools rates are based on average daily attendance.

**Delinquent Accounts**

A one-time basic penalty of ten percent (10%) of the charge or rate for a month shall be added to each delinquent charge for the first month the charge is delinquent.

**Out-of-District Sewer Service Fees**

**Monthly Base Charge**

The monthly Base Charge for each customer, including the United States Forest Service and those customers located in the Lakes Basin, are listed below:

<b>Customer Class</b>	<b>Effective April 2020</b>
Out-of-District Cabin	\$21.15
Out-of-District Manager Unit	\$21.15
Out-of-District Motel	\$21.15
Out-of-District Commercial or Public	\$13.64
Out-of-District Restaurant/Seat	\$2.00
Out-of-District Campground Unit	\$2.40
Out-of-District Picnic Area or Trailhead	\$1.22

**Operation and Maintenance Charges**

The United States Forest Service shall pay monthly Operation and Maintenance Charges based on its proportionate share of average daily flow use of facilities including pump stations located outside the District boundaries.

Each customer other than the United States Forest Service shall pay monthly Operation and Maintenance Charges based on the proportionate share of average daily flow for use of facilities including pump stations located outside the District boundaries. The Operations and Maintenance Charges are listed below:

<b>Customer Class</b>	<b>Effective April 2020</b>
Out-of-District Cabin	\$25.04
Out-of-District Manager Unit	\$25.04
Out-of-District Motel	\$25.04



**Mammoth Community Water District**  
**Master Fee Schedule**  
**Effective April 1, 2020**

Out-of-District Commercial or Public	\$16.12
Out-of-District Restaurant/Seat	\$2.40
Out-of-District Campground Unit	\$2.81
Out-of-District Picnic Area or Trailhead	\$1.43

**Annual Replacement Charge**

Each customer other than the United States Forest Service shall pay an Annual Replacement Charge to fund replacement projects located outside the District boundaries and/or on United States Forest Service land. The Annual Replacement Charge for each customer outside the District boundaries and/or on United States Forest Service land, including Mill City, is \$95.32 per Cabin, Commercial, Public, Restaurant, or Motel complex.

**Delinquent Accounts**

A one-time basic penalty of ten percent (10%) of the charge or rate for a month shall be added to each delinquent charge for the first month the charge is delinquent.

**Miscellaneous Fees and Fines**

<b>Description</b>	<b>Fee</b>
New Customer Deposit	\$50
Water Turn-on Following Shut-off	\$100
Customer-Requested Shut-off/On	\$40
Additional Fee for After-Hours Shut-off/On	\$150
Posting of Shut-Off Notice - 1st Occurrence	\$50
Posting of Shut-Off Notice - 2nd Occurrence	\$50
Posting of Shut-Off Notice - 3rd Occurrence	\$100
Returned Check Fee	\$20
Release of Lien	\$20

**Water and Wastewater Connection Fees**

Water and Wastewater connection fees are authorized by MCWD Code Chapter 12 Section 6.03 and Chapter 11 Section 6.03.

**Mammoth Community Water District**  
**Master Fee Schedule**  
**Effective April 1, 2020**

**Connection Fees**

<b>Meter Size</b>	<b>Water</b>	<b>Wastewater</b>	<b>Total</b>
3/4"	\$7,351	\$3,179	\$10,530
1"	\$12,252	\$8,359	\$20,611
1 1/2"	\$24,505	\$16,285	\$40,790
2"	\$39,208	\$30,522	\$69,730
3"	\$85,767	\$64,079	\$149,846
4"	\$154,380	\$130,158	\$284,538
6"	\$343,067	\$227,674	\$570,741
8"	\$588,115	TBD	TBD

**Meter Cost**

<b>Size</b>	<b>Cost</b>
3/4"	\$1,888
1"	\$2,462
1 1/2"	\$4,967
2"	\$6,429
3"	quote required
4"	quote required
6"	quote required

**Permit and Plan Checking Fees**

- Landscape Plan Check fees are described in MCWD Code Chapter 12, Section 10.3
- Water Plan Check fees are described in MCWD Code Chapter 12, Section 6.01
- Sewer Plan Check fees are described in MCWD Code Chapter 11, Section 6.01
- Water Construction Permit fees are described in MCWD Code Chapter 12, Section 6.02
- Sewer Construction Permit fees are described in MCWD Code Chapter 11, Section 6.02
- Water Permit Application fees are described in MCWD Code Chapter 12, Section 6.06
- Sewer Permit Application fees are described in MCWD Code Chapter 11, Section 6.15
- Water Permit Plan Check fees are described in MCWD Code Chapter 12, Section 6.17
- Sewer Permit Plan Check fees are described in MCWD Code Chapter 11, Section 6.17
- Sewer Easement fees are described in MCWD Code Chapter 11, Section 6.05
- Fees for preparing or checking water and sewer special studies fees are described in MCWD Code Chapter 12, Section 6.07 and Chapter 11, Section 6.07
- Food Service Establishment/Property Owner Fats, Oils, and Grease Discharge Permit fee is \$100 for a new permit and \$50 for annual renewal of the permit

**Mammoth Community Water District**  
**Master Fee Schedule**  
**Effective April 1, 2020**

**MCWD Services**

**Wastewater Disposal**

<b>Type</b>	<b>Fee</b>
RV Dump Station	\$10 per use
Commercial	\$1.70/100 gallons
Industrial	See MCWD Code Chapter 11, Section 6.11 B

**Labor and Equipment Fees**

<b>Equipment</b>	<b>Rate</b>
Heavy Equipment	\$100/hour
Vactor	\$250/hour
Dump Truck	\$75/hour
TV Inspection Van	\$120/hour
Utility Truck	\$40/hour
Water Line Tap Tool	\$100 per use
See Snake	\$100 per use
Flat-bed Truck	\$40/hour
Contracted Services	Cost + 10%
Labor Rate	Fully Burdened Hourly Rate
Out-of-District Emergency Response Fee	\$500
Hydrant Meter	\$2,500 Deposit \$65.39/Month \$3.13/1000 gallons

<b>Material</b>	<b>Unit cost</b>
Cold Mix	\$110/ton
Concrete Bags	\$9/bag
6 Sack Slurry	\$128/yard
1.5 Sack Slurry	\$62/year
Fill Sand	\$15/ton
Gravel	\$28/ton
Plumbing Fittings	Cost + 20%

**Administrative Fees**

<b>Description</b>	<b>Fee</b>
Reproduction Fees - Black and White	\$0.15/page
Reproduction Fees - Color	\$0.30/page

**Mammoth Community Water District**  
**Master Fee Schedule**  
**Effective April 1, 2020**

**GIS Fees**

Description	Fee
Contour Data (Any Interval)	\$ 12/MB
Plotter Photo Paper Hard Copy Charge	\$ 25/sq. ft.
Black & White Map Copy (8 x 11)	\$ 0.15/page
Color Map Copy (8 x 11)	\$ 0.30/page
Black & White Map Copy (11 x 17)	\$ 0.30/page
Color Map Copy (11 x 17)	\$ 0.40/page

**Lab Fees**

Test	Fee
Alkalinity	\$ 44.18
Ammonia Nitrogen	\$ 16.00 *
Arsenic	\$ 16.00 *
Biochemical Oxygen Demand Prep	\$ 125.91
Biochemical Oxygen Demand Sample	\$ 30.00
Carbonaceous BOD sample	\$ 30.00
Chemical Oxygen Demand	\$ 38.45
Colilert Present/Absent	\$ 20.58
Colilert QuantiTray 51 Wells	\$ 22.26
Colilert QuantiTray 97 Wells	\$ 22.84
Color	\$ 15.00
Copper	\$ 16.00 *
Dissolved Oxygen	\$ 15.00
General Mineral & Inorganic Chemical	\$ 522.00 *
General Physical	\$ 32.00 *
Gross Alpha Radioactivity	\$ 28.00 *
Iron	\$ 16.00 *
Lead	\$ 16.00 *
MBAS	\$ 48.00 *
Nitrate Nitrogen	\$ 16.00 *
Nitrite Nitrogen	\$ 16.00 *
Odor	\$ 30.00
pH & Temperature	\$ 15.00
Physical Analysis	\$ 60.00
Radium 228	\$ 149.00 *
Settleable Solids	\$ 15.00
1,2,3 TCP	\$ 105.00 *
Total Dissolved Solids	\$ 15.00

**Mammoth Community Water District**  
**Master Fee Schedule**  
**Effective April 1, 2020**

Total Hardness	\$	32.00	*
Total Kjeldahl Nitrogen	\$	53.00	*
Total Radium 226	\$	59.00	*
Total Solids	\$	15.00	
Total Suspended Solids	\$	15.00	
Turbidity	\$	15.00	
Uranium	\$	75.00	*

\* *Shipping and handling fees may apply*

<b>Miscellaneous Lab Services</b>	<b>Fee</b>
Prior Results Search Fee	\$ 15.00
Rush Fee	\$ 30.00
Shipping & Handling	Actual Cost

## **Violations**

- Enforcement actions for District water conservation standards and regulations are defined in MCWD Code Chapter 12, section 12.02. For three or more violations of permanent or declared water use restrictions, a fine of \$50 per day is imposed after the notification period. If water is disconnected or a flow restrictor installed as a result of violations of water use restrictions, a charge of \$100 per disconnected meter or \$200 per flow restrictor, plus a fine of \$500 is imposed. If a flow restrictor is installed, a \$20 monthly fee will be imposed for the cost of administration and monitoring the flow restrictor. The District will impose a fine of \$50 to a food service or lodging establishment upon three or more violations related to serving water or notification of option to reduce linen service.
- The fine for the second and subsequent violations of the Food Service Establishment/Property Owner Fats, Oils, and Grease Discharge Permit is \$100 per violation notice.
- The fine for a permittee's failure to respond and correct a violation of the Food Service Establishment/Property Owner Fats, Oils, and Grease Discharge Permit within the specified time is \$50 per day, up to a maximum of 12 days or \$600.
- Annual Backflow Testing is required by the Water District's Cross-Connection Control Program and is mandated by the California Department of Public Health. Failure to comply may result in a discontinuation of water service and a fee of \$100 to reinstate service.

**Mammoth Community Water District**  
**Master Fee Schedule**  
 Effective ~~July 19~~ ~~April 1, 2019~~ April 1, 2020

**Utility Billing Fees**

**Water – Monthly Minimum Service Charge**

Water system charges are authorized by MCWD Code Chapter 12, Division VI.

The monthly Minimum Service Charge for Single Family, Multi-Family, and Commercial properties shall be based on the size of the meter as shown below:

<u>Meter Size</u>	<u>Effective April 2020</u>
5/8"   3/4" and Multi-Family Residential	\$ <del>15.05</del> <u>4.75</u>
1"	\$ <del>22.79</del> <u>34</u>
1-1/2"	\$ <del>42.16</del> <u>4.33</u>
2"	\$ <del>65.39</del> <u>4.10</u>
3"	\$ <del>138.95</del> <u>6.22</u>
4"	\$ <del>247.39</del> <u>2.53</u>
6"	\$ <del>545.52</del> <u>34.82</u>
8"	\$ <del>932.72</del> <u>14.43</u>

**Water - Quantity Rate Charge**

The Quantity Rate Charge shall be billed monthly at the following rates per 1,000 gallons:

	<u>Effective April 2020</u>
<b>Single Family Residential</b>	
First 4,000 gallons	\$ <del>0.99</del> <u>7</u>
4,001 - 8,000 gallons	\$ <del>2.32</del> <u>27</u>
Over 8,000 gallons	\$ <del>5.06</del> <u>4.96</u>
<b>Multi-Family Residential</b>	\$ <del>2.36</del> <u>1</u>
<b>Commercial</b>	\$ <del>3.13</del> <u>06</u>
<b>Irrigation</b>	
Tier 1	\$ <del>2.77</del> <u>1</u>
Tier 2	\$ <del>6.19</del> <u>06</u>
Tier 3	\$ <del>9.15</del> <u>8.97</u>
<b>Recycled</b>	\$ <del>1.83</del> <u>79</u>

**Mammoth Community Water District**  
**Master Fee Schedule**  
 Effective ~~July 19~~April 1, 2019~~April 1, 2019~~April 1, 2020

**Water Shortage Surcharge**

When authorized by the Board of Directors, the monthly Water Shortage Surcharge shall be based on meter size and water conservation level.

<b>Meter Size</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>
5/8"   3/4" and Multi-Family Residential	\$1.31	\$2.62	\$3.93	\$6.55
1"	\$2.19	\$4.37	\$6.55	\$10.91
1 1/2"	\$4.37	\$8.73	\$13.09	\$21.82
2"	\$6.99	\$13.97	\$20.95	\$34.91
3"	\$15.27	\$30.54	\$45.81	\$76.35
4"	\$27.49	\$54.98	\$82.46	\$137.43
6"	\$61.08	\$122.16	\$183.24	\$305.40

**Sewer – Monthly Charge**

Sewer charges are authorized by MCWD Code Chapter 11 Division VI.

<b>Customer Class</b>	<b>Effective April 2020</b>
Single Family	<del>\$21,150.94</del>
Multi-Family*	<del>\$18,210.2</del>
RV Space	<del>\$3,095</del>
Motel Units*	<del>\$9,635.3</del>
Ski Dorm/Bed	<del>\$3,095</del>
Commercial Unit	<del>\$13,645.0</del>
Laundry - Commercial	<del>\$814,310.24</del>
Laundromat - Public	<del>\$499,454.50</del>
Service Station	<del>\$24,977.2</del>
Car Wash	<del>\$62,481.86</del>
Restaurant Seat	<del>\$2,552</del>
Bar Seat	<del>\$1,342</del>
Theatre Seat	<del>\$0,654</del>
Public Building	<del>\$41,723.0</del>
Elementary School*	<del>\$0,943</del>
High School*	<del>\$1,153</del>
Storage/Warehouse*	<del>\$18,826.3</del>
Swimming Pool	<del>\$12,473.4</del>
Spa/Hot Tub	<del>\$6,381</del>
Hospital Bed	<del>\$28,724.3</del>
Juniper	<del>\$13,715.7</del>
Mill Cabins	<del>\$21,140.93</del>

**Mammoth Community Water District**  
**Master Fee Schedule**  
 Effective ~~July 19, 2019~~ April 1, 2020

Notes:

- \*Multi Family includes condominium units, apartments units, and mobile units.
- \*Motel Units include all motel rooms and motel managers' units.
- \*Storage/Warehouses are unoccupied.
- \*Schools rates are based on average daily attendance.

**Delinquent Accounts**

A one-time basic penalty of ten percent (10%) of the charge or rate for a month shall be added to each delinquent charge for the first month the charge is delinquent.

**Out-of-District Sewer Service Fees**

**Monthly Base Charge**

The monthly Base Charge for each customer, including the United States Forest Service and those customers located in the Lakes Basin, are listed below:

<u>Customer Class</u>	<u>Effective April 20<del>19</del></u>
Out-of-District Cabin	<del>\$21,150.94</del>
Out-of-District Manager Unit	<del>\$21,150.94</del>
Out-of-District Motel	<del>\$21,150.94</del>
Out-of-District Commercial or Public	<del>\$13,645.0</del>
Out-of-District Restaurant/Seat	<del>\$2,001.98</del>
Out-of-District Campground Unit	<del>\$2,403.7</del>
Out-of-District Picnic Area or Trailhead	<del>\$1,220</del>

**Operation and Maintenance Charges**

The United States Forest Service shall pay monthly Operation and Maintenance Charges based on its proportionate share of average daily flow use of facilities including pump stations located outside the District boundaries.

Each customer other than the United States Forest Service shall pay monthly Operation and Maintenance Charges based on the proportionate share of average daily flow for use of facilities including pump stations located outside the District boundaries. The Operations and Maintenance Charges are listed below:

<u>Customer Class</u>	<u>Effective April 20<del>19</del></u>
Out-of-District Cabin	<del>\$25,044.79</del>
Out-of-District Manager Unit	<del>\$25,044.79</del>
Out-of-District Motel	<del>\$25,044.79</del>



**Mammoth Community Water District**  
**Master Fee Schedule**  
 Effective ~~July 19, 2019~~ April 1, 2020

<del>Out-of-District Commercial or Public</del>	<del>\$15.96</del>
<u>Out-of-District Commercial or Public</u>	<u>\$16.12</u>
Out-of-District Restaurant/Seat	\$2. <del>40</del> <sup>37</sup>
Out-of-District Campground Unit	\$2. <del>81</del> <sup>78</sup>
Out-of-District Picnic Area or Trailhead	\$1.4 <del>34</del>

**Annual Replacement Charge**

Each customer other than the United States Forest Service shall pay an Annual Replacement Charge to fund replacement projects located outside the District boundaries and/or on United States Forest Service land. The Annual Replacement Charge for each customer outside the District boundaries and/or on United States Forest Service land, including Mill City, is \$95.~~324.37~~

**Delinquent Accounts**

A one-time basic penalty of ten percent (10%) of the charge or rate for a month shall be added to each delinquent charge for the first month the charge is delinquent.

**Miscellaneous Fees and Fines**

Description	Fee
New Customer Deposit	\$50
Water Turn-on Following Shut-off	\$100
Customer-Requested Shut-off/On	\$40
Additional Fee for After-Hours Shut-off/On	\$150
Posting of Shut-Off Notice - 1st Occurrence	\$50
Posting of Shut-Off Notice - 2nd Occurrence	\$50
Posting of Shut-Off Notice - 3rd Occurrence	\$100
Returned Check Fee	\$20
Release of Lien	\$20

**Water and Wastewater Connection Fees**

Water and Wastewater connection fees are authorized by MCWD Code Chapter 12 Section 6.03 and Chapter 11 Section 6.03.

**Mammoth Community Water District**  
**Master Fee Schedule**  
Effective ~~July 19~~April 1, 2019~~April 1, 2019~~April 1, 2020

**Connection Fees**

Meter Size	Water	Wastewater	Total
3/4"	\$7, <del>351,225</del> <u>126</u>	\$3, <del>179,257</del> <u>4</u>	\$10, <del>530,350</del> <u>0</u>
1"	\$12, <del>252,042</del> <u>5,461</u>	\$8, <del>359,216</del> <u>24</u>	\$20, <del>611,258</del> <u>3,685</u>
1 1/2"	\$24, <del>505,085</del> <u>38,878</u>	\$16, <del>285,006</del> <u>16,893</u>	\$40, <del>790,091</del> <u>55,771</u>
2"	\$39, <del>208,853</del> <u>671,256</u>	\$30, <del>522,299</del> <u>993,468</u>	\$69, <del>730,853</del> <u>94,724</u>
3"	\$85, <del>767,429</del> <u>718,983</u>	\$64, <del>079,298</del> <u>136,518</u>	\$149, <del>846,727</del> <u>220,501</u>
4"	\$154, <del>380,173</del> <u>528,449</u>	\$130, <del>158,279</del> <u>286,286</u>	\$284, <del>538,796</del> <u>356,735</u>
6"	\$343, <del>067,371</del> <u>895,74,683</u>	\$227, <del>674,373</del> <u>131,459</u>	\$570, <del>741,609</del> <u>62,706,142</u>
8"	\$588, <del>115,780</del> <u>38</u>	TBD	TBD

**Meter Cost**

Size	Cost
3/4"	\$1, <del>888</del> <u>944</u>
1"	\$2, <del>462</del> <u>24</u>
1 1/2"	\$4, <del>967</del> <u>581</u>
2"	\$56, <del>429</del> <u>615</u>
3"	quote required
4"	quote required
6"	quote required

**Permit and Plan Checking Fees**

- Landscape Plan Check fees are described in MCWD Code Chapter 12, Section 10.3
- Water Plan Check fees are described in MCWD Code Chapter 12, Section 6.01
- Sewer Plan Check fees are described in MCWD Code Chapter 11, Section 6.01
- Water Construction Permit fees are described in MCWD Code Chapter 12, Section 6.02
- Sewer Construction Permit fees are described in MCWD Code Chapter 11, Section 6.02
- Water Permit Application fees are described in MCWD Code Chapter 12, Section 6.06
- Sewer Permit Application fees are described in MCWD Code Chapter 11, Section 6.15
- Water Permit Plan Check fees are described in MCWD Code Chapter 12, Section 6.17
- Sewer Permit Plan Check fees are described in MCWD Code Chapter 11, Section 6.17
- Sewer Easement fees are described in MCWD Code Chapter 11, Section 6.05
- Fees for preparing or checking water and sewer special studies fees are described in MCWD Code Chapter 12, Section 6.07 and Chapter 11, Section 6.07
- Food Service Establishment/Property Owner Fats, Oils, and Grease Discharge Permit fee is \$100 for a new permit and \$50 for annual renewal of the permit

**Mammoth Community Water District**  
**Master Fee Schedule**  
 Effective ~~July 19 April 1, 2019~~ April 1, 2020

**MCWD Services**

**Wastewater Disposal**

Type	Fee
RV Dump Station	\$10 per use
Commercial	\$1.70/100 gallons
Industrial	See MCWD Code Chapter 11, Section 6.11 B

**Labor and Equipment Fees**

Equipment	Rate
Heavy Equipment	\$100/hour
Vactor	\$250/hour
Dump Truck	\$75/hour
TV Inspection Van	\$120/hour
Utility Truck	\$40/hour
Water Line Tap Tool	\$100 per use
See Snake	\$100 per use
Flat-bed Truck	\$40/hour
Contracted Services	Cost + 10%
Labor Rate	Fully Burdened Hourly Rate
Out-of-District Emergency Response Fee	\$500

Hydrant Meter  
\$2,500 Deposit  
\$65.39/Month  
\$3.13/1000 gallons

Formatted: Font: (Default) +Body (Calibri), 11 pt

Formatted: Font: (Default) +Body (Calibri), 11 pt

Formatted: Font: (Default) +Body (Calibri), 11 pt

Formatted: Font: (Default) +Body (Calibri), 11 pt

Material	Unit cost
Cold Mix	\$110/ton
Concrete Bags	\$9/bag
6 Sack Slurry	\$128/yard
1.5 Sack Slurry	\$62/year
Fill Sand	\$15/ton
Gravel	\$28/ton
Plumbing Fittings	Cost + 20%

**Administrative Fees**

Description	Fee
Reproduction Fees - Black and White	\$0.15/page
Reproduction Fees - Color	\$0.30/page

Mammoth Community Water District  
**Master Fee Schedule**  
Effective ~~July 19~~ April 1, 2019 April 1, 2020

**Mammoth Community Water District**  
**Master Fee Schedule**  
 Effective ~~July 19~~~~April 1, 2019~~April 1, 2020

Formatted: Normal

**GIS Fees**

<b>Description</b>	<b>Fee</b>
Contour Data (Any Interval)	\$ 12/MB
Plotter Photo Paper Hard Copy Charge	\$ 25/sq. ft.
Black & White Map Copy (8 x 11)	\$ 0.15/page
Color Map Copy (8 x 11)	\$ 0.30/page
Black & White Map Copy (11 x 17)	\$ 0.30/page
Color Map Copy (11 x 17)	\$ 0.40/page

**Lab Fees**

<b>Test</b>	<b>Fee</b>
Alkalinity	\$ 44.18
Ammonia Nitrogen	\$ 16.00 *
Arsenic	\$ 16.00 *
Biochemical Oxygen Demand Prep	\$ 125.91
Biochemical Oxygen Demand Sample	\$ 30.00
Carbonaceous BOD sample	\$ 30.00
Chemical Oxygen Demand	\$ 38.45
Colilert Present/Absent	\$ 20.58
Colilert QuantiTray 51 Wells	\$ 22.26
Colilert QuantiTray 97 Wells	\$ 22.84
Color	\$ 15.00
Copper	\$ 16.00 *
Dissolved Oxygen	\$ 15.00
General Mineral & Inorganic Chemical	\$ 522.00 *
General Physical	\$ 32.00 *
Gross Alpha Radioactivity	\$ 28.00 *
Iron	\$ 16.00 *
Lead	\$ 16.00 *
MBAS	\$ 48.00 *
Nitrate Nitrogen	\$ 16.00 *
Nitrite Nitrogen	\$ 16.00 *
Odor	\$ 30.00
pH & Temperature	\$ 15.00
Physical Analysis	\$ 60.00
Radium 228	\$ 149.00 *
Settleable Solids	\$ 15.00
1,2,3 TCP	\$ 105.00 *

**Mammoth Community Water District**  
**Master Fee Schedule**  
 Effective ~~July 19~~ ~~April 1, 2019~~ April 1, 2020

Total Dissolved Solids	\$	15.00	
Total Hardness	\$	32.00	*
Total Kjeldahl Nitrogen	\$	53.00	*
Total Radium 226	\$	59.00	*
Total Solids	\$	15.00	
Total Suspended Solids	\$	15.00	
Turbidity	\$	15.00	
Uranium	\$	75.00	*

\* Shipping and handling fees may apply

<u>Miscellaneous Lab Services</u>	<u>Fee</u>
Prior Results Search Fee	\$ 15.00
Rush Fee	\$ 30.00
Shipping & Handling	Actual Cost

Formatted: Font: 11 pt

**Violations**

- Enforcement actions for District water conservation standards and regulations are defined in MCWD Code Chapter 12, section 12.02. For three or more violations of permanent or declared water use restrictions, a fine of \$50 per day is imposed after the notification period. If water is disconnected or a flow restrictor installed as a result of violations of water use restrictions, a charge of \$100 per disconnected meter or \$200 per flow restrictor, plus a fine of \$500 is imposed. If a flow restrictor is installed, a \$20 monthly fee will be imposed for the cost of administration and monitoring the flow restrictor. The District will impose a fine of \$50 to a food service or lodging establishment upon three or more violations related to serving water or notification of option to reduce linen service.
- The fine for the second and subsequent violations of the Food Service Establishment/Property Owner Fats, Oils, and Grease Discharge Permit is \$100 per violation notice.
- The fine for a permittee's failure to respond and correct a violation of the Food Service Establishment/Property Owner Fats, Oils, and Grease Discharge Permit within the specified time is \$50 per day, up to a maximum of 12 days or \$600.
- Annual Backflow Testing is required by the Water District's Cross-Connection Control Program and is mandated by the California Department of Public Health. Failure to comply may result in a discontinuation of water service and a fee of \$100 to reinstate service.

**RESOLUTION NO. 03-19-20-04**

---

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
MAMMOTH COMMUNITY WATER DISTRICT  
ADOPTING A MAMMOTH COMMUNITY WATER DISTRICT  
MASTER FEE SCHEDULE**

**WHEREAS**, the Master Fee Schedule for the Mammoth Community Water District has been prepared by staff and included within Exhibit A, entitled "Mammoth Community Water District Master Fee Schedule," which is attached hereto and incorporated herein by this reference; and,

**WHEREAS**, the rates, fees and charges set forth in the District's Master Fee Schedule have been calculated and established in accordance with applicable laws and represent the actual costs of providing the services for which each rate, fee or charge is imposed.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Mammoth Community Water District hereby approves and adopts the MCWD Master Fee Schedule for the Fiscal Year 2020-2021 as presented in attached Exhibit A.

**PASSED AND ADOPTED** by the Board of Directors of the Mammoth Community Water District at a regular meeting held on March 19, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

MAMMOTH COMMUNITY WATER DISTRICT

---

Thomas R. Smith, President  
Board of Directors

ATTEST:

---

Mark Busby, Secretary  
Board of Directors

## AGENDA ITEM

---

**Subject:** Adopt The Fiscal Year 2021 (FY21) Salary And Authorized Positions Resolution (SAPR)

**Information Provided By:** Personnel Services Department

---

### **Background**

Attached is the District's FY21 SAPR reflecting salary range adjustments negotiated with Local 12, salary ranges for non-represented classifications, creation of new classifications, deletion of obsolete classifications and provisions, clarification and modification of existing provisions, minor housekeeping items, and the number of permanent full-time and permanent part-time positions approved in the FY21 budget.

### **Discussion**

The FY21 SAPR of the MCWD Board of Directors establishes rules for the application of District employee compensation rates, schedules, salary ranges and adjustments and related requirements. It also shows the compensation rates and salary range adjustments negotiated with the bargaining units. The FY21 SAPR also establishes the number of permanent full-time and permanent part-time positions in which persons may be employed within the various departments under the approved FY21 budget, and incorporates any administrative changes occurring since FY21 budget approval.

All of the salaries and pay rules incorporated in the resolution for existing classes have been approved by the Board in resolutions, Memoranda of Understanding, General Manager classification maintenance plan direction and adopted FY21 budget. The FY21 SAPR includes the following:

- Section 2, Subsection B. Alphabetical Class/Position Listing: Reflects the salary range structure to be effective April 1, 2020, for all represented classes in accordance with the current Memorandum of Understanding.
- Section 2, Subsection B. Alphabetical Class/Position Listing: Reflects the salary range structure to be effective April 1, 2020, for non-represented classes in accordance with direction from the Board and General Manager.
- Section 3, Subsection B. Authorized Positions Table, Parts 1 and 2: Allocates the number of permanent full-time positions in which persons may be employed by the District during the fiscal year and in accordance with the funding approved in the original FY21 budget.

The adoption of this SAPR implements the motions and actions of the Board in the original approved FY21 budget, other motions to date for direction in drafting this final action, and General Manager classification maintenance plan direction. By adoption of this SAPR, the Board hereby directs responsible District staff to make the necessary technical and clerical corrections to this SAPR to



implement the intent of the Board. Such corrections shall not alter, in any manner, the substance or intent of the Board in adopting this SAPR.

**Fiscal Impact**

Refer to the original approved FY21 budget.

**Requested Action**

It is recommended the Board adopt the attached FY21 SAPR.

March 19, 2020

Attachment(s): FY21 Salary & Authorized Positions Resolution, No. 03-19-20-05 (final version)

**MAMMOTH COMMUNITY WATER DISTRICT**

*\* WATER IS OUR FUTURE\**



**Fiscal Year 2021**

(April 1, 2020 through March 31, 2021)

**Salary and Authorized Positions Resolution**

**SALARY AND AUTHORIZED POSITIONS RESOLUTION**  
**TABLE OF CONTENTS**

	<b><u>PAGE</u></b>
<b><u>SECTION 1 – SPECIAL PROVISIONS APPLICABLE TO ALL CLASSES</u></b>	
Definitions-----	1 – 1
<b><u>SECTION 2 – ALPHABETICAL CLASS/POSITION LISTING</u></b>	
Alphabetical Class/Position Listing -----	2 – 3
Definitions-----	2 – 1
<b><u>SECTION 3 – AUTHORIZED POSITIONS TABLE</u></b>	
Authorized Positions Table -----	3 – 7
Definitions-----	3 – 5
<b><u>SECTION 4 – COMPENSATION FOR EMPLOYEES IN NON-REPRESENTED CLASSES</u></b>	
CTO -----	4 – 9
On Call/Call Back/Standby -----	4 – 9
Safety Footwear-----	4 – 11
<b><u>SECTION 5 – INSURANCE FOR EMPLOYEES IN NON-REPRESENTED CLASSES</u></b>	
Definitions-----	5 – 11
Premium Contributions -----	5 – 12
<b><u>SECTION 6 – RETIREMENT FOR EMPLOYEES IN NON-REPRESENTED CLASSES</u></b>	
Pension Contributions -----	6 – 13
<b><u>SECTIONS 7 - 9 – Reserved for Future Use</u></b>	
<b><u>SECTION 10 – UNUSUAL CIRCUMSTANCES</u></b> ----- 10 – 13	
<b><u>SECTION 11 – CONFLICTING RESOLUTIONS</u></b> ----- 11 – 13	
<b><u>SECTION 12 – VALIDITY</u></b> ----- 12 – 13	

RESOLUTION NUMBER 03-19-20-05

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MAMMOTH COMMUNITY WATER DISTRICT ESTABLISHING RULES FOR THE APPLICATION OF DISTRICT EMPLOYEE COMPENSATION RATES, SCHEDULES AND RELATED REQUIREMENTS, ESTABLISHING COMPENSATION RATES AND SCHEDULES FOR FY 2021, AND ESTABLISHING THE NUMBER OF POSITIONS AUTHORIZED IN THE VARIOUS DEPARTMENTS AND OFFICES OF THE DISTRICT FOR FY 2021

RESOLVED, by the Board of Directors of the Mammoth Community Water District, as follows:

**SECTION 1 – SPECIAL PROVISIONS APPLICABLE TO ALL CLASSES**

Unless specified otherwise in a Section, the rules set forth in this resolution constitute special provisions applicable to all classes of employment in the District service; provided, however, that if any provision of a Memorandum of Understanding adopted and approved by the Board of Directors and currently in effect is clearly and specifically in conflict with any rule contained in this resolution, the provision in such Memorandum of Understanding shall prevail.

**SECTION 2 – ALPHABETICAL CLASS/POSITION LISTING**

A. Definitions

1. Classification Title: Under the heading “Class Title” is designated the title of classification of job class and/or position.
2. Job Classification Number: Under the heading “JCN” is the job classification number, which identifies the job title for personnel accounting and classification maintenance purposes.
3. Federal Fair Labor Standards Act: Under the heading “FLSA” is the designation of classification under the Federal Fair Labor Standards Act. The following are the FLSA designations.

A – Administrative

E – Executive

P – Professional

L – Elective

N – Non-Exempt

Employees in classes that do not have an “N” are exempt from FLSA, and are not eligible for overtime or compensatory time off for overtime as provided for in the rules and regulations of the FLSA.

4. Probationary Period: Under the heading “PP” is the number of months for the probationary period of new incumbents.
5. Unit: Under the heading “Unit” is the designation of the registered bargaining unit which represents the classification. Non-represented classifications are designated as “NR”, non-represented seasonal classifications are designated as “NR-S”, and elected officials are designated as “EL”.
6. Salary Range: The figures under this heading represent the minimum and maximum salaries in an hourly equivalent. Actual placement and movement within the salary range is determined consistent with the Code and merit-based performance factors.

B. Alphabetical Class/Position Listing

**SECTION 2 - ALPHABETICAL CLASS/POSITION LISTING**

*Subsection B.*

CLASSIFICATION TITLE	JCN	FLSA	PP (DAYS)	UNIT	SALARY RANGE	
					MINIMUM HOURLY	MAXIMUM HOURLY
Account Clerk I	-	N	180	GEU	20.44	28.15
Account Clerk II	-	N	180	GEU	22.85	31.36
Account Clerk III	-	N	180	GEU	29.03	41.46
Administrative Analyst	0340	A	180	NR	27.23	41.46
Administrative Assistant	0339	N	180	NR	23.37	30.38
Assistant Engineer	-	N	180	NR	33.22	44.11
Associate Engineer	-	N	180	NR	40.99	63.93
Board of Directors, Member	-	L	-	EL	Stipend & Expenses	
Board of Directors, President	-	L	-	EL	Stipend & Expenses	
Board of Directors, Vice President	-	L	-	EL	Stipend & Expenses	
Construction Equipment Operator	-	N	-	NR-S	23.00	27.00
Construction Foreman	-	N	-	NR-S	33.00	36.00
Construction Heavy Equipment Operator	-	N	-	NR-S	26.00	30.00
Construction Leadworker	-	N	-	NR-S	30.00	33.00
Construction and Maintenance Worker	-	N	-	NR-S	20.00	22.00
District Engineer	-	E	180	NR	55.78	87.95
Executive Assistant	-	A	180	NR	31.00	47.87
Finance Manager	-	E	180	NR	55.78	87.95
General Manager	-	E	-	NR	Per Contract	
Heavy Equipment Operator and Line Maintenance Worker	-	N	180	GEU	23.07	31.67
Human Resources Manager	-	E	180	NR	55.78	87.95
Information Services Manager	2201	E	180	NR	55.78	87.95
Inspector	-	N	180	GEU	29.12	39.78
Instrumentation Technician	-	N	180	GEU	29.61	42.31
Instrumentation Technician Supervisor	-	N	180	GEU	38.62	52.39
Laboratory Technician	-	N	180	GEU	30.46	41.53
Line Maintenance Supervisor	-	N	180	NR	40.97	61.71
Line Maintenance Technician	-	N	180	GEU	28.66	40.99
Line Maintenance Worker I	-	N	180	GEU	20.41	28.11
Line Maintenance Worker II	-	N	180	GEU	23.07	31.67
Line Maintenance Worker III	-	N	180	GEU	25.23	36.18
Mechanical Maintenance Supervisor	-	N	180	NR	40.97	61.71
Mechanical Maintenance Technician	-	N	180	GEU	28.66	40.99
Mechanical Maintenance Worker I	-	N	180	GEU	20.41	28.11
Mechanical Maintenance Worker II	-	N	180	GEU	23.07	31.67
Mechanical Maintenance Worker III	-	N	180	GEU	25.23	36.18
Permit Coordinator	-	N	180	GEU	34.58	47.03
Permit Official	-	N	180	GEU	27.23	37.24
Plant Maintenance Mechanical Technologist	-	N	180	GEU	28.66	40.99
Plant Maintenance Worker I	-	N	180	GEU	20.41	28.11
Plant Maintenance Worker II	-	N	180	GEU	23.07	31.67
Plant Maintenance Worker III	-	N	180	GEU	25.23	36.18
Plant Mechanical and Electrical Instrumentation Supervisor	-	N	180	NR	40.97	61.71
Principal Administrative Analyst	0342	A	180	NR	47.47	61.71

**SECTION 2 - ALPHABETICAL CLASS/POSITION LISTING**

*Subsection B.*

CLASSIFICATION TITLE	JCN	FLSA	PP (DAYS)	UNIT	SALARY RANGE	
					MINIMUM HOURLY	MAXIMUM HOURLY
Purchasing Agent	-	N	180	GEU	26.02	37.30
Resource Monitoring Specialist/Water Treatment Plant Operator I	-	N	180	GEU	24.25	33.25
Resource Monitoring Specialist/Water Treatment Plant Operator II	-	N	180	GEU	29.05	39.62
Resource Monitoring Specialist/Water Treatment Plant Operator III	-	N	180	GEU	30.58	41.14
Senior Administrative Analyst	0341	A	180	NR	34.78	45.21
Storekeeper	-	N	180	GEU	20.13	27.77
Technician Trainee	-	N	180	GEU	21.16	29.11
Utility Worker	-	N	180	GEU	17.73	24.59
Wastewater Treatment Plant Chief Operator	-	N	180	NR	46.90	67.96
Wastewater Treatment Plant Operator (OIT)/Laboratory Assistant	-	N	180	GEU	24.25	33.25
Water and Wastewater Maintenance Superintendent	-	E	180	NR	55.78	87.95
Water and Wastewater Operations Superintendent	-	E	180	NR	55.78	87.95
Water Treatment Chief Operator	-	N	180	NR	40.42	60.01
Water Treatment Plant Operator I	-	N	180	GEU	24.25	33.25
Water Treatment Plant Operator II	-	N	180	GEU	29.05	39.62
Water Treatment Plant Operator III	-	N	180	GEU	30.58	41.14
Water/Wastewater Treatment Plant Operator-In-Training	-	N	180	GEU	22.52	30.94
Water/Wastewater Treatment Plant Operator I	-	N	180	GEU	24.25	33.25
Water/Wastewater Treatment Plant Operator II	-	N	180	GEU	29.05	39.62
Water/Wastewater Treatment Plant Operator III	-	N	180	GEU	30.58	41.14

## **SECTION 3 – AUTHORIZED POSITIONS TABLE**

### **A. Definitions**

1. General: This table establishes the number of permanent/regular, full-time and part-time positions in which persons may be employed by the District during the Fiscal Year. A change in the total number of authorized permanent/regular, full-time and part-time positions in a department or office shall only be accomplished by Resolution of the Board. The number of persons employed in permanent/regular, full-time and part-time positions shall not exceed the total number of authorized positions in a department, division or office in any section of this table.
  - a. The number of permanent positions allocated by class to divisions is for budgeting consideration and convenience only, and is not intended to constitute separate authorization of permanent positions by class.
    - (1) The number of permanent/regular, full-time and part-time positions allocated to any division may be adjusted, provided that the total number of permanent/regular, full-time and part-time positions authorized does not change, and there are sufficient unspent appropriations available to provide funds for the adjustment.
    - (2) The General Manager or his designee may, upon the recommendation of the Human Resources Manager, adjust the number of permanent/regular, full-time and part-time positions allocated by class within any division provided that the total number of permanent/regular positions authorized does not change, and there are sufficient unspent appropriations as verified by the Finance Department Budget Division available to provide funds for the adjustment.
    - (3) Any adjustment made pursuant to Section 3.A.1.a.(1)-(2) above shall only be made with guidelines established by the General Manager.
  - b. By adoption of this Resolution, the Board of Directors hereby directs responsible District staff to make necessary technical and clerical corrections to this Resolution to implement the intent of the Board. Such corrections shall not alter, in any manner, the substance or intent of the Board in adopting this budget Resolution.
2. Department: Under this heading is the designated department and associated divisions.
3. Months Authorized: Under this heading is the months within the fiscal year the positions are authorized.



4. Number of Positions Authorized: Under this heading is the number of permanent/regular, full-time positions authorized.
5. Full-Time Equivalent: Numbers appearing under this heading represent the full-time equivalencies for the number of permanent/regular, part-time positions authorized.

B. Authorized Positions Table

1. Permanent/Regular Full-Time
2. Permanent/Regular Part-Time

**SECTION 3 - AUTHORIZED POSITIONS TABLE**

*Subsection B., Part 1., Permanent/Regular Full-Time*

DEPARTMENT		MONTHS AUTHORIZED	NUMBER OF POSITIONS AUTHORIZED
<b>GENERAL MANAGER'S OFFICE/ADMINISTRATION</b>			
Section 1.1	General Manager Division	Full Year	1
Section 1.2	Administrative and Regulatory Support Services Division	Full Year	3
			4
<b>ENGINEERING DEPARTMENT</b>			
Section 2.1	Administration Division	Full Year	1
Section 2.2	Engineering and Technical Services Division	Full Year	3
Section 2.3	Compliance Division	Full Year	1
			5
<b>FINANCE DEPARTMENT</b>			
Section 3.1	Administration Division	Full Year	1
Section 3.2	Accounting and Treasury Division	Full Year	1
Section 3.3	Payroll Division	Full Year	1
Section 3.4	Purchasing Division	Full Year	1
Section 3.5	Utilities Billing and Collection Division	Full Year	1
			5
<b>INFORMATION SERVICES DEPARTMENT</b>			
Section 4.1	Administration Division	Full Year	2
			2
<b>MAINTENANCE DEPARTMENT (Collection &amp; Distribution Systems)</b>			
Section 5.1	Administration Division	Full Year	2
Section 5.2	Line Maintenance Division	Full Year	5
Section 5.3	Mechanical Maintenance Division	Full Year	4
Section 5.4	Plant Mechanical Maintenance Division	Full Year	4
			15
<b>OPERATIONS DEPARTMENT (Water &amp; Wastewater Treatment Facilities)</b>			
Section 6.1	Administration Division	Full Year	1
Section 6.2	Environmental Services (Laboratory) Division	Full Year	2
Section 6.3	Wastewater Treatment Division	Full Year	3
Section 6.4	Water Treatment Division	Full Year	3
			9
<b>PERSONNEL SERVICES DEPARTMENT</b>			
Section 7.1	Administration Division	Full Year	2
			2

## **SECTION 4 – COMPENSATION FOR EMPLOYEES IN NON-REPRESENTED CLASSES**

### **A. Compensatory Time Off (CTO)**

Nonexempt, non-represented employees who work overtime (OT) may, with approval of their department manager, elect to accrue CTO on a time and one-half basis for each hour of OT worked in lieu of OT pay. CTO accrual shall be limited to forty (40) hours. CTO is to be used for time off, and is subject to approval in the same manner as other leave requests (e.g., vacation). Employees who have reached the maximum accrual balance shall be given cash payment for additional OT hours worked until such balance has been reduced below the maximum allowable accrual amount (i.e., 40 hours). The District may compensate by cash payment all CTO balances on the last payperiod in each fiscal year at the base rate of pay, or in any given payperiod at the employee's request.

### **B. On Call/Call Back/Standby – Nonexempt, Non-Represented Classes**

It is expressly understood that department management determines and designates divisions/units/sections within their department that may implement on call, call back and standby. Additionally, department management may determine and designate specific job classes within their department to be solely eligible to receive on call, call back and standby premium pay. Management retains the exclusive right to determine, designate and assign on call, call back and standby duty, withdraw such assignments, and develop and implement internal policies and procedures concerning the administration thereof.

1. On Call duty is defined as any time outside of an employee's normal/regular scheduled work shift/hours, and he/she is not prescheduled for standby, where the employee is contacted to respond to a problem (normally by phone/other communication device), and which does not require the employee to return to the work site to respond to the problem. Calls such as attempts to locate an employee or provide information on changes in work schedules are not compensable for the purpose of this provision.
  - a. On Call Compensation: Premium pay for on call contact outside of an employee's normal/regular scheduled work shift/hours requiring a response to a problem by phone/other communication device, and which does not require the employee to physically return to the work site shall be a minimum of one (1) hour, or actual hours worked, whichever is greater, at time and one-half (1 ½) an employee's base hourly rate of pay. Within a twenty-four (24) hour period, there will be only one (1), one (1) hour minimum paid outside of an employee's normal/regular daily work schedule.
2. Call Back duty is defined as any time outside of an employee's normal/regular scheduled work shift/hours, whether or not prescheduled for

standby. Call back includes all time spent by the employee from the time of reporting to the work site through completion of the task/problem.

- a. Call Back Eligibility: An employee shall be eligible for call back premium pay when all of the following conditions are met.
    - i. The employee is ordered without prior notice to return to work and does in fact return to work; and
    - ii. The order to return to work is given following termination of the employee's normal/regular work shift and the employee has departed from the work site; and
    - iii. The return to work occurs not less than two (2) hours prior to the established start time of the employee's next shift.
  - b. Call Back Compensation – Not on Standby: Premium pay for call back assignments during each twenty-four (24) hour period (i.e., 12:01 a.m. to 12:00 a.m.) shall be a minimum of three (3) hours, or actual hours worked, whichever is greater, at time and one-half (1 ½) an employee's base rate of pay. There will be only one (1), three (3) hour minimum paid in each twenty-four (24) hour period.
  - c. Call Back Compensation - On Standby Duty and Report to the Work Site Within One (1) Hour, Weather Permitting: Premium pay for call back assignments during each twenty-four (24) hour period (i.e., 12:01 a.m. to 12:00 a.m.) shall be a minimum of one (1) hour, or actual hours worked, whichever is greater, at time and one-half (1 ½) an employee's base rate of pay. There will be only one (1), one (1) hour minimum paid in each twenty-four (24) hour period.
  - d. Call Back Compensation - On Standby Duty and Report to a Problem by Phone/Other Communication Device: Premium pay for call back assignments under this circumstance shall be actual hours worked at time and one-half (1 ½) an employee's base rate of pay from the time of reporting to the work site (i.e., by phone/other communication device) through completion of the task/problem.
3. Standby duty is defined as any time outside of an employee's normal/regular scheduled work shift/hours where management requires an employee to be available to respond to work related problems.
- a. Standby Availability: An employee so assigned must:
    - i. Be readily available at all hours by telephone or other agreed upon communications device; and

- ii. Respond immediately to a call for service, and weather permitting shall respond and report to the work site within one (1) hour of being called; and
  - iii. Refrain from activities which might impair his/her performance of all assigned/required duties upon call out.
- b. Standby assignments will be made on a rotational basis. Trading or switching a standby assignment is permitted with prior notice to applicable department management. The standby period is one (1) week, from Tuesday at 4:00 p.m. through the subsequent Tuesday at 7:00 a.m.
  - c. Time spent on standby duty shall not be considered hours worked.
  - d. Standby premium pay for Monday through Friday is forty-five dollars (\$45.00) per day. Standby premium pay for Saturday is fifty-six dollars (\$56.00) for the day. Standby premium pay for Sunday is sixty-eight dollars (\$68.00) for the day. Standby premium pay for District recognized holidays is seventy-nine dollars (\$79.00) per day/holiday.

C. Safety Footwear

When the District requires that safety shoes be worn by employees as a condition of employment, the District shall reimburse said employees for the cost, not to exceed two hundred twenty-five dollars (\$225.00) per fiscal year, of an acceptable safety shoe. To be eligible for this reimbursement, the employee must obtain prior authorization from the department manager before purchasing safety shoes, and must submit the receipt to the District to verify the cost and substantiate the reimbursement. The District maintains the right to specify the type of required safety shoe.

**SECTION 5 – INSURANCE FOR EMPLOYEES IN NON-REPRESENTED CLASSES**

A. Definitions

General: Consistent with the Code, group medical, dental, vision and life insurance is available to all permanent/regular, full-time and part-time, non-represented employees (Ref. Alphabetical Class/Position Listing) and their eligible dependents. In addition, these employees are eligible to participate in group insurance plans providing for benefits in the event of accidental death or dismemberment, long term disability and short term disability. With respect to each District group insurance plan described below, coverage for any employee, spouse, or dependent child is subject to the terms and conditions of such plan. Coverage is not immediate or automatic and may be subject to certain waiting periods or other matters.

## B. Premium Contributions

1. Group Health Insurance: The group health insurance plan includes three (3) Anthem Blue Cross plan type options (Classic PPO, Advantage PPO, and Consumer Driven Health Plan [CDHP]) available for selection during open enrollment.
  - a. For employees who elect/select the Advantage PPO, the District shall pay the total actual premium cost per month for each employee, spouse, and dependent children to participate in the Advantage PPO.
  - b. For employees who elect/select the Classic PPO, the employee shall make up the monthly premium cost difference between the Classic premium and Advantage PPO premium through payroll deductions, and which may be paid through IRS Section 125 pre-tax payroll deductions.
  - c. For employees who elect/select the CDHP, the District will share the saving 50%-50% as a contribution into the employee's Health Savings Account (HSA) each plan year. Savings sharing is defined as 50% of the difference between the Advantage PPO and HDHP premium rates, subject to a limit equal to the IRS maximum (indexed annually) HSA contribution amount for any year. The exact amount of savings to be applied for each upcoming plan year is calculated during the month of December immediately preceding the plan year (e.g., in December 2013, perform calculations using 2014 plan year rates. Advantage PPO plan year rates minus CDHP plan year rates x # of permanent employees enrolled in CDHP plan = \$ total savings x 50% ÷ # of permanent employees enrolled in CDHP plan = \$ amount contributed to each employee HSA for each plan year, subject to a limit equal to the IRS maximum [indexed annually] HSA contribution amount for any year).
2. The District shall pay the total actual premium cost for each employee, spouse, and dependent children to participate in the District group dental insurance plan.
3. The District shall pay the total actual premium cost for each employee, spouse, and dependent children to participate in the District group (term) life insurance plan
4. The District shall pay the total actual premium cost for each employee, spouse, and dependent children to participate in the District group vision care insurance plan.
5. The District shall pay the total actual premium cost for each employee to participate in a long term disability insurance.
6. The District shall maintain Health and Welfare benefits at or above the current level during the term of this Resolution.

## **SECTION 6 – RETIREMENT FOR EMPLOYEES IN NON-REPRESENTED CLASSES**

Effective January 1, 2014, the District will provide a Pension contribution for all permanent/regular, full-time and part-time, employees in non-represented classes of 20% of an employee's gross pay, and a \$0.50 (limited at 2% of an employee's gross pay) matching Pension contribution for every \$1.00 of an employee's contribution (limited at 4% of an employee's gross pay) to his/her 457 plan.

## **SECTIONS 7 – 9 – Reserved for Future Use**

## **SECTION 10 – UNUSUAL CIRCUMSTANCES**

In any case where, by reason of unusual circumstances, rigid adherence to the foregoing rules would cause a manifest injustice, the General Manager, on recommendation of the appropriate department head and Human Resources Manager, may make such order deviating therefrom, as is in the General Manager's judgment, proper to mitigate the injustice.

## **SECTION 11 – CONFLICTING RESOLUTIONS**

Resolution Number 03-21-19-06, all amendments thereto, and all other resolutions or parts of resolutions in conflict with this resolution except as such resolutions or parts thereof approved in a Memorandum of Understanding are hereby repealed.

## **SECTION 12 – VALIDITY**

If any section, subsection, paragraph, sentence, clause or phrase of this Resolution is for any reason held by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of remaining portions of this Resolution. The Board of Directors of the Mammoth Community Water District hereby declares that it would have passed and does hereby enact this Resolution and each section, subsection, paragraph, sentence, clause and phrase hereof, irrespective of the fact that any one or more sections, subsections, paragraphs, sentences, clauses, or phrases be declared invalid or unconstitutional.

BE IT FURTHER RESOLVED by the Board of Directors of the Mammoth Community Water District that this Resolution shall become effective on April 1, 2020, unless otherwise specified, and shall remain in effect until it is modified, revoked, or rescinded by a future Board Resolution.

PASSED AND ADOPTED by the Board of Directors of the Mammoth Community Water District, County of Mono, State of California, this 19<sup>th</sup> day of March, 2020, at a regular meeting of the Board by the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

MAMMOTH COMMUNITY WATER DISTRICT

---

Thomas R. Smith, President

Board of Directors

ATTEST:

---

Mark Busby, Secretary

Board of Directors

Res. 03-19-20-05



## REPORT ON REVIEW FOR CEQA EXEMPTIONS

---

**Project Name:** 2020 Water System Improvements (Project)

**Entity Undertaking Project:**

Mammoth Community Water District  
1315 Meridian Blvd, PO Box 597  
Mammoth Lakes, CA 93546

**Contact Person:** Mark Busby, General Manager

**Project Location:**

**City:** Town of Mammoth Lakes

**County:** Mono

This project consists of seven locations in the Town of Mammoth Lakes. The first portion of work will be in the Trails neighborhood along Wagon Wheel Road, Wagon Road, and Trails End Road. The next location of the project will be the Snowcreek Crest neighborhood, which includes work along Ridge Way and Panorama Drive. The next portion of the project will be in the Juniper Ridge neighborhood, which includes Juniper Road, Juniper Court, and Old Juniper Lane. Work will also be completed at the intersection of Fairway Drive and Old Mammoth Road, at the corner of Minaret Road and Meadows Lane (Snowflower Condos), at the corner of Chateau Road and Azimuth Drive (Woodland Condos), and along the Southern Frontage Road along Highway 203 near post mile 5.4.

**Description of Nature, Purpose and Beneficiaries of Project:**

This project is spread over different locations with different goals for each. The first three neighborhoods mentioned, the Trails, Snowcreek Crest, and Juniper Ridge are lateral replacements. Aging water laterals will be replaced with higher quality pipe of similar size. This project will reduce water losses from leaks or bursting pipe and will benefit the community of Mammoth Lakes by increasing water supply reliability through reduction of losses.

The work at the intersection of Fairway Drive and Old Mammoth Road will install a new gate valve into the existing water line. This will assist personnel in performing recycled water cross connection tests at Snowcreek Golf Course. This new gate valve will further the ability to isolate parts of the water system, limiting impacts to other customers when the golf course performs their mandated tests.

The work at the Snowflower and Woodland Condos is meter pit replacements. The existing infrastructure is aged and due for replacement to meet current standards. This will assist maintenance workers in addressing potential future issues in these condo complexes.

The work on the southern Frontage road along Highway 203 is extension of an existing sewer main. A sewer main was previously constructed in the Frontage Road for local businesses to connect to. This main will be extended an estimated 87 feet. This extension will allow all businesses in the cluster to be serviced by the Frontage road sewer main rather than the Highway 203 main. This will allow for maintenance to be performed off of the Highway, providing safety of maintenance workers and the public.

**Recommendation**

Staff, having undertaken and completed a review of this project for CEQA exemptions in accordance with the District’s “Objectives, Criteria and Procedures for Evaluation of Projects and the Preparation of Environmental Impact Reports,” has determined:

  X   **A. This project is exempt from CEQA under the following CEQA Guidelines Section:**

CEQA Guidelines, Section 15301 (b) provides an exemption for the operation, repair, maintenance or minor alterations of existing public utility structures and facilities involving negligible or no expansion of use. In addition, CEQA Guidelines, Section 15302 (c) provides exemptions for replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced including existing utility systems and/or facilities involving negligible or no expansion of capacity.

The District is a public utility. These exemptions apply because the project is primarily replacement, focusing on repair and maintenance. The new pipeline will serve to connect two existing waterlines and will not result in increasing capacity or allow expansion of service; however, it will improve water quality and flow.

Staff recommends that the Board of Directors approve the Notice of Exemption for the 2020 Water System Improvement Project and direct staff to file the attached Notice of Exemption with the CA Office of Planning and Research and the Mono County Clerk-Recorder’s office.

**APPROVED**

**BOARD OF DIRECTORS**

**Date:** \_\_\_\_\_

**By: President** \_\_\_\_\_

Tom Smith, Board President



## Notice of Exemption

To: Office of Planning and Research  
P.O. Box 3044, Room 113  
Sacramento, Ca 95812-3044

From: Mammoth Community Water District  
P.O. Box 597  
Mammoth Lakes, CA 93546

County Clerk  
County of Mono  
P.O. Box 237  
Bridgeport, CA 93517

**Project Title:** 2020 Water System Improvements

**Project Location:**

**City:** Mammoth Lakes

**County:** Mono

This project consists of seven locations in the Town of Mammoth Lakes. The first portion of work will be in the Trails neighborhood along Wagon Wheel Road, Wagon Road, and Trails End Road. The next location of the project will be the Snowcreek Crest neighborhood, which includes work along Ridge Way and Panorama Drive. The next portion of the project will be in the Juniper Ridge neighborhood, which includes Juniper Road, Juniper Court, and Old Juniper Lane. Work will also be completed at the intersection of Fairway Drive and Old Mammoth Road, at the corner of Minaret Road and Meadows Lane (Snowflower Condos), at the corner of Chateau Road and Azimuth Drive (Woodland Condos), and along the Southern Frontage Road along Highway 203 near post mile 5.4. See attached Exhibit A for detailed locations.

### **Description of Nature, Purpose and Beneficiaries of Project:**

This project is spread over different locations with different goals for each. The first three neighborhoods mentioned, the Trails, Snowcreek Crest, and Juniper Ridge are lateral replacements. Aging water laterals will be replaced with higher quality pipe of similar size. This project will reduce water losses from leaks or bursting pipe and will benefit the community of Mammoth Lakes by increasing water supply reliability through reduction of losses.

The work at the intersection of Fairway Drive and Old Mammoth Road will install a new gate valve into the existing water line. This will assist personnel in performing recycled water cross connection tests at Snowcreek Golf Course. This new gate valve will further the ability to isolate parts of the water system, limiting impacts to other customers when the golf course performs their mandated tests.

The work at the Snowflower and Woodland Condos is meter pit replacements. The existing infrastructure is aged and due for replacement to meet current standards. This will assist maintenance workers in addressing potential future issues in these condo complexes.

The work on the southern Frontage road along Highway 203 is extension of an existing sewer main. A sewer main was previously constructed in the Frontage Road for local businesses to connect to. This

main will be extended an estimated 87 feet. This extension will allow all businesses in the cluster to be serviced by the Frontage road sewer main rather than the Highway 203 main. This will allow for maintenance to be performed off of the Highway, providing safety of maintenance workers and the public.

**Name of Public Agency Approving and Carrying Out the Project:**

The Mammoth Community Water District

**Exempt Status:**

Categorical Exemption. Section 15301 (b) provides an exemption for the operation, repair, maintenance or minor alterations of existing public utility structures and facilities involving negligible or no expansion of capacity.

**Reasons why the project is exempt:**

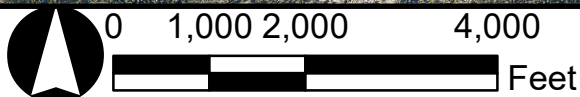
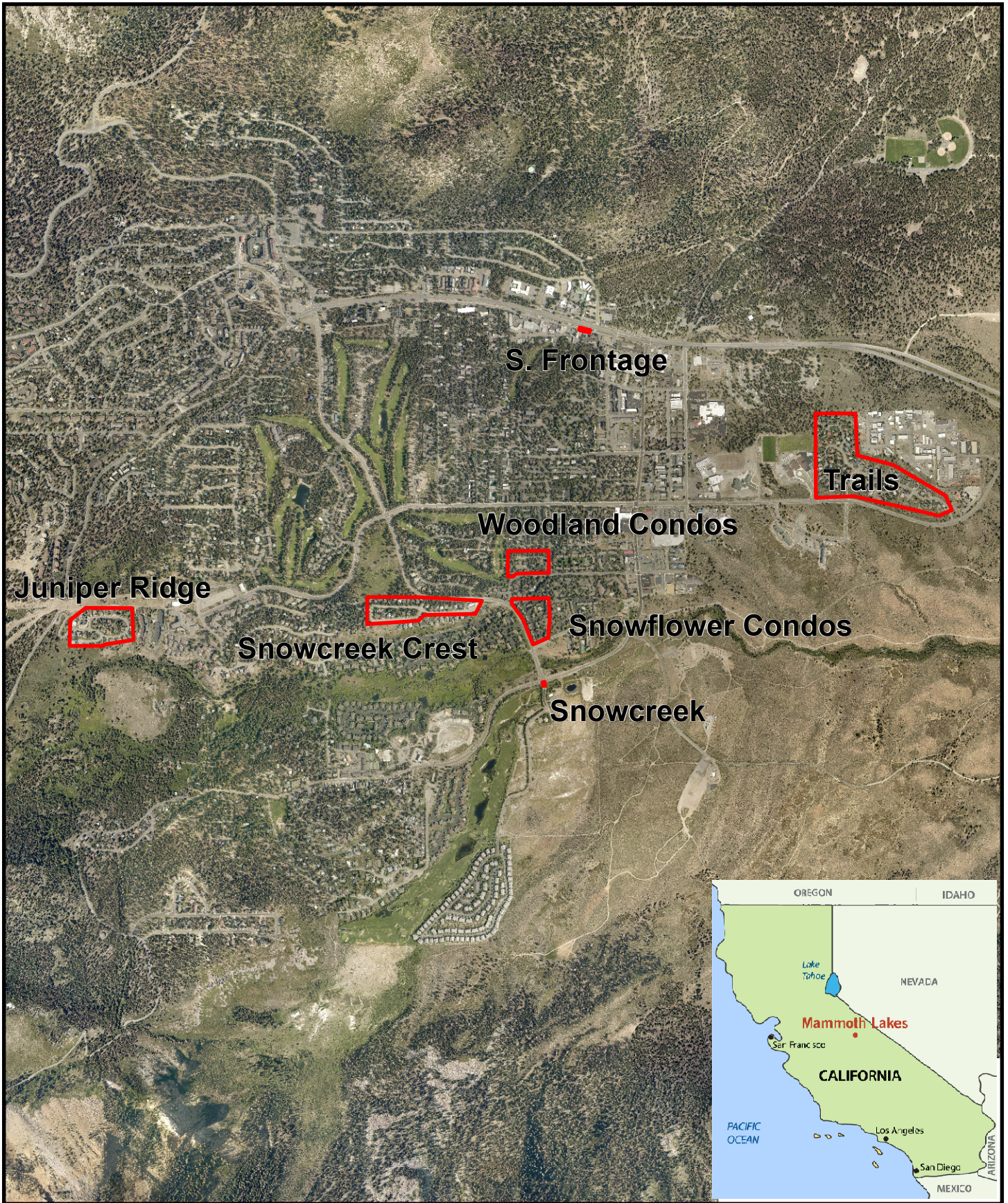
The District is a public utility. These exemptions apply because the project is primarily replacement, focusing on repair and maintenance. The only new construction in this project has negligible impacts on capacity or expansion, and is rather intended to facilitate possible future maintenance.

Lead Agency Contact Person:  
General Manager

Phone (760) 934-2596

Signature \_\_\_\_\_  
Mark Busby, General Manager

Date \_\_\_\_\_



2020 Summer Construction  
**Notice of Exemption (NOE)**  
*Exhibit A*