

# **AGENDA**

Board of Directors' Meeting

January 21, 2010

6:00 p.m.

Agenda exhibits and other writings that are disclosable public records distributed to all, or a majority of, the members of the Moulton Niguel Water District Board of Directors in connection with a matter subject to discussion or consideration at an open meeting of the Board of Directors are available for public inspection at the District Office, 27500 La Paz Road, Laguna Niguel, CA ("District Office"). If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available in the reception area of the District Office at the same time as they are distributed, except that, if such writings are distributed immediately prior to, or during, the meeting, they will be available in the Board meeting room.

**BOARD OF DIRECTORS' MEETING  
MOULTON NIGUEL WATER DISTRICT  
27500 La Paz Road, Laguna Niguel  
January 21, 2010  
6:00 p.m. (PST)  
Approximate Meeting Time: 2 Hours**

**I. CALL MEETING TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. APPROVE MINUTES OF DECEMBER 17, 2009 BOARD OF DIRECTORS' MEETING**

**IV. PUBLIC COMMENTS**

**V. PRESIDENT'S REPORT**

**VI. BOARD/COMMITTEE REPORTS .....3**

**VII. CONSENT ITEMS\***

A. Meters in Service – December 2009 .....4

B. Meter Distribution – December 2009 .....4

C. Wastewater Treatment Flows – December 2009 .....4

D. Potable Water Imported – December 2009 .....5

E. Recycled Water Produced – December 2009 .....5

F. Recycled Water Goals – Thru December 2009 .....5

G. District Activity – December 2009 .....6

**VIII. GENERAL MANAGER'S REPORT .....9**

**IX. OPERATIONS MATTERS .....9**

**X. FINANCIAL MATTERS .....10**

**XI. ENGINEERING MATTERS .....11**

**XII. LEGAL MATTERS .....17**

\* Consent items: All items will be approved by Board action as received and filed. Requests for discussion of any specific item should be made to the President of the Board in conjunction with the discussion of the consent motion.

A copy of the agenda and attachments is available for review at the District office. The Board of Directors' Meeting Room is wheelchair accessible. If you require any special disability related accommodations (i.e., access to an amplified sound system, etc.), please contact the Moulton Niguel Water District Secretary's office at (949) 643-2006 at least seventy-two (72) hours prior to the scheduled meeting. This agenda can be obtained in alternate format upon written request to the Moulton Niguel Water District Secretary at least seventy-two (72) hours prior to the scheduled meeting.

The next Regular Board Meeting will be held at 6:00 p.m., on February 18, 2010 at the Moulton Niguel Water District.

**VI. BOARD/COMMITTEE REPORTS**

A. BOARD MEETINGS

CHAIRMAN

Community Relations

Probolsky

Engineering & Facilities

Froelich

Finance & Audit

Buck

Investment

Lizotte

Personnel & Salary

McKenney

B. STANDING COMMITTEES - (MEETINGS ON CALL OF CHAIRMAN)

Legal & Legislation

McKenney

Rate Review

Kurtz

**VII. CONSENT ITEMS**

**A. METERS IN SERVICE – December 2009**

Description	Beginning of Month	Added/ (Subtracted)	End of Month	One Year Ago
Single Family	33,907	8	33,915	33,841
Multi Family	14,680	8	14,688	14,651
Commercial	2,836	1	2,837	2,818
Irrigation	2,635	0	2,635	2,628
Total	54,058	17	54,075	53,938
Est. Population	167,139	42	167,181	166,892

**B. METER DISTRIBUTION \* – December 2009**

Size	Beginning of Month	Added/ (Subtracted)	End of Month	One Year Ago
5/8"	107	0	107	107
3/4"	36,577	-2	36,575	36,631
1"	10,732	18	10,750	10,580
1½"	930	0	930	930
2"	4,946	1	4,947	4,935
2-1/2"	12	1	13	12
3"	80	0	80	75
4"	152	0	152	151
6"	315	-1	314	313
8"	186	0	186	183
10"	21	0	21	21
Total	54,058	17	54,075	53,938

\*Includes potable and recycled water meters.

**C. WASTEWATER TREATMENT FLOWS (MGD) – December 2009**

Description	Current Month	One Year Ago
Total Flow	12.4	13.4

D. POTABLE WATER IMPORTED – December 2009

Source	Current Month Average Flow (cfs)	Current Month Volume (af)	Since 7/01/09 To Date Volume (af)	Year Ago To Date Volume (af)
Joint Transmission Main	6.5	344.2	2,093.8	2,822.4
Allen-McColloch Pipeline	13.0	799.1	5,211.5	2,565.7
Central Intertie Pipeline	12.1	743.8	8,860.1	12,809.6
Interties	0.0	0.0	0.0	0.0
<b>Total</b>	<b>30.7</b>	<b>1,887.1</b>	<b>16,165.4</b>	<b>18,197.7</b>

E. RECYCLED WATER PRODUCED – December 2009

<b>UOR Storage at End of Month: 356.3 af</b>	Current Month Average Flow (mgd)	Current Month Volume (af)	Since 7/01/09 To Date Volume (af)	Year Ago To Date Volume (af)
Source				
Regional AWT	3.53	335.8	3,916.4	3,743.0
Plant 3A AWT	1.20	114.2	711.2	518.8
SCWD AWT**	-0.22	-20.9	38.7	170.7
Total Produced	4.51	429.1	4,666.3	4,432.5
To(-)/From(+) Storage	-2.45	-233.1	+107.0	+147.2
Total Delivered	2.06	196.0	4,773.3	4,579.7

\*\*MNWD delivered recycled water to SCWD during month.

F. RECYCLED WATER GOALS – Thru December 2009

Fiscal Year	Users Planned	Users Online	Acreage Planned	Acreage Online
02-03	1,100	1,096	3,400	3,364
03-04	1,130	1,141	3,688	3,641
04-05	1,155	1,166	3,700	3,694
05-06	1,189	1,183	3,736	3,727
06-07	1,220	1,197	3,798	3,748
07-08	1,250	1,206	3,858	3,768
08-09	1,250	1,218	3,858	3,797
09-10	1,260	1,227	3,900	3,804

G. DISTRICT ACTIVITY – December 2009

	<u>December 2009</u>	<u>December 2008</u>
<u>Cross Connection</u>		
Backflow notices	33	42
Inspections	9	35
<u>Customer Inquiries</u>		
Board room use	7	7
Letters of credit	8	4
Record changes	106	98
Website hits	4,322	4,651
<u>Delinquent Accounts</u>		
Delinquent Notices	1,012	1,000
Shut-offs	154	94
<u>Education Programs</u>		
Number of students	0	426
<u>Maintenance</u>		
Meter maintenance	213	12
Meter checks	93	207
Angle stop	15	13
Meter lids	71	33
Meter replacements	231	72
Meter box replacements	2	1
Vault replacements	3	2
<u>Meter Activity</u>		
Construction meters	32	38
Meter sales	33	6
New services	18	18
Turn-offs	192	176
Turn-ons	505	485
<u>Meters Read</u>		
Hand-held	985	5,156
Touch read	39,194	36,979
Radio-read	13,865	11,777
<u>Service Orders</u>		
Customer inquiries	55	35
Hydrants	8	5
Valve can/Manhole lids	6	0
Fire flow tests	3	3
Leaks	11	14
Pressure tests	16	15
Turn-offs for repairs	28	35
Site visits	794	51
Non-MNWD leaks/breaks	21	53
Water quality	0	0
Other service orders	4	8
<u>Total Service Orders</u>	1,660	648



**VIII. GENERAL MANAGER'S REPORT**

**A. SUMMARY AND DISCUSSION:**

1. Water Supply Allocation/Usage Update
2. Laguna Niguel Thermal Heat Transfer Agreement
3. Upper Chiquita Reservoir Tour – February 23, 2010
4. Municipal Water District of Orange County (MWDOC)  
Update on Resolution With Client Agencies Cost Funding for MWDOC Activities
5. Alternative Medical, Dental and/or Vision Plans for Moulton Niguel Water District Board Members

In lieu of utilizing the District's medical, dental and/or vision plans, a Board Member may select their employers plan or a plan similar to the District's plan in efforts to save the District money.

**RECOMMENDED ACTION:**

THE BOARD OF DIRECTORS DELEGATE AUTHORITY TO THE GENERAL MANAGER TO APPROVE ALTERNATIVE MEDICAL, DENTAL AND/OR VISION PLANS AS LONG AS THE REIMBURSEMENT COSTS ARE LESS AND REMAIN LESS THAN IF THE BOARD MEMBER RECEIVED THE DISTRICT'S MEDICAL, DENTAL AND/OR VISION PLANS.

**B. LATE ITEMS (Appropriate Findings to be Made)**

- a. Need to take immediate action; and
- b. Need for action came to District's attention after Agenda posting  
[Requires 2/3 vote (5 members) or unanimous vote if less than 2/3 are present]

**IX. OPERATIONS MATTERS**

- A. A presentation was given at the Engineering Board meeting on January 19, 2010 on the District's preparation for the 7-day Diemer Filtration Plant shutdown, which is planned to start on January 25, 2010, the Joint Transmission Main 21-day shutdown in February 2010, and the Mission Viejo Country Club recycled water operation.

**B. LATE ITEMS (Appropriate Findings to be Made)**

- a. Need to take immediate action; and
- b. Need for action came to District's attention after Agenda posting  
[Requires 2/3 vote (5 members) or unanimous vote if less than 2/3 are present]

**X. FINANCIAL MATTERS**

**A. SUMMARY OF DISBURSEMENTS DATED DECEMBER 31, 2009**

1. The Board of Directors will review the Summary of Disbursements dated

December 31, 2009, for the month of December 2009 operations. The total disbursements for the period amounted to \$5,195,068.37 applicable to the following funds:

a.	General Fund	3,929,525.84
b.	Planning & Construction Fund	146,932.58
c.	Replacement & Refurbishment Fund	1,118,445.95
d.	Water Supply Reliability Fund	164.00

2. The major expenditures include the following:

a.	Municipal Water District of Orange County (MWDOC)	
	October Water Purchases 2,691.2 AF	1,904,024.00
	September Recycled Rebates 932.1 AF	(143,543.40)
	October Capacity Charges	29,604.87
	October RTS Charges	57,380.00
	October SCP Operation Surcharge	12,710.61
	RTS Adjustments FY 2008-2009	(22,996.39)
b.	Municipal Water District of Orange County (MWDOC)	135,343.00
	AMP 89 COPs Debt Service	
c.	South Coast Water District	147,939.39
	LAFCO Agreement 1 <sup>st</sup> Installment FY 2009/2010	
d.	SOCWA Capital Budget Deposit December 2009	753,190.00

These expenditures, pursuant to Board authorization, were previously reviewed and approved on a weekly basis by the Director of Finance/Treasurer.

**B. FINANCIAL STATEMENTS**

**SUMMARY AND DISCUSSION:**

The Financial Statements, dated December 2009, were reviewed by the Board of Directors at its Finance and Audit Board of Directors' Meeting on January 20, 2010.

**RECOMMENDED ACTION:**

THAT THE BOARD OF DIRECTORS RECEIVE AND ORDER FILED:

1. SUMMARY OF DISBURSEMENTS DATED DECEMBER 31, 2009; and
2. FINANCIAL STATEMENTS DATED DECEMBER 31, 2009.

**C. ANNUAL INVESTMENT POLICY & GUIDELINES**

**SUMMARY AND DISCUSSION:**

The Annual Statement of Investment Policy was reviewed by the Board of Directors at their Finance and Audit Board Meeting on January 20, 2010. One change was suggested whereby the

LAIF Fund should be increased from \$40 million, to the state-imposed maximum of \$50 million.

California Government Code Section 53646 requires the Treasurer to annually render to the Board of Directors, the Statement of Investment Policy. It has also been the District's practice to formalize procedures and criteria used by the District Treasurer and/or Investment Advisor when investing District funds.

RECOMMENDED ACTION:

THAT THE BOARD OF DIRECTORS ADOPT RESOLUTION NO. 10-\_\_\_\_, ENTITLED "RESOLUTION OF THE BOARD OF DIRECTORS OF THE MOULTON NIGUEL WATER DISTRICT ADOPTING ANNUAL INVESTMENT POLICY FOR PUBLIC FUNDS".

D. LATE ITEMS (Appropriate Findings to be Made)

- a. Need to take immediate action; and
- b. Need for action came to District's attention after Agenda posting)  
[Requires 2/3 vote (5 members) or unanimous vote if less than 2/3 are present]

**XI. ENGINEERING MATTERS**

A. CAPITAL CONSTRUCTION PROJECTS' STATUS AND PROJECT BUDGET SUMMARY

SUMMARY AND DISCUSSION:

The Construction Progress Report is shown on pages 12 through 16 . Staff will be available to answer any questions relating to this report.

RECOMMENDED ACTION:

THAT THE BOARD OF DIRECTORS RECEIVE AND ORDER FILED:

- 1. THE CAPITAL CONSTRUCTION PROJECTS' STATUS AND PROJECT BUDGET SUMMARY.

B. LATE ITEMS: (Appropriate Findings to be Made)

- a. Need to take immediate action; and
- b. Need for action came to District's attention after Agenda posting)  
[Requires 2/3 vote (5 members) or unanimous vote if less than 2/3 are present]









**XII. LEGAL MATTERS**

A. There are no legal matters for discussion this month.

B. LATE ITEMS: (Appropriate Findings to be Made)

- a. Need to take immediate action; and
- b. Need for action came to District's attention after Agenda posting)  
[Requires 2/3 vote (5 members) or unanimous vote if less than 2/3 are present]

