

FINANCE & INFORMATION TECHNOLOGY BOARD OF DIRECTORS' MEETING MOULTON NIGUEL WATER DISTRICT 27500 La Paz Road, Laguna Niguel

July 20, 2016 8:30 AM

**Approximate Meeting Time: 2 Hours** 

- 1. CALL MEETING TO ORDER
- 2. APPROVE THE MINUTES OF THE JUNE 15, 2016 FINANCE AND INFORMATION TECHNOLOGY BOARD OF DIRECTORS' MEETING
- 3. PUBLIC COMMENTS

Persons wishing to address the Board of Directors on matters <u>not listed</u> on the Agenda may do so at this time. "Request To Be Heard" forms are available at the entrance to the Board Room. Comments are limited to five minutes unless further time is granted by the Presiding Officer. Submit form to the Recording Secretary prior to the beginning of the meeting.

Those wishing to address the Board of Directors on any item <u>listed</u> on the Agenda should submit a "Request To Be Heard" form to the Recording Secretary before the Presiding Officer announces that agenda item. Your name will be called to speak at that time.

# **DISCUSSION ITEMS**

- 4. Laguna Sur Sewer Rates
- 5. Fiscal Year 2016-17 Meter Maintenance and Replacement Program Meter Purchase
- 6. Rebate Applications for Turf Removal

# **INFORMATION ITEMS**

- 7. Monthly Financial Report
  - a. Summary of Financial
  - b. Budget Comparison Report
  - c. Statement of Net Position
  - d. Restricted Cash and Investments with Fiscal Agent
  - e. Net Position

- f. Summary of Disbursements June 2016
- 8. Water Usage Update
- 9. Outreach Update
- 10. Future Agenda Items (Any items added under this section are for discussion at future meetings only)
- 11. 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]

# **CLOSED SESSION**

# 12. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation and initiation of litigation pursuant to paragraphs (2) and (4) of subdivision (d) of Government Code Section 54956.9

One potential case

# **ADJOURNMENT**

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) 831-2500 at least forty-eight (48) 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 forty-eight (48) hours prior to the scheduled meeting.

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 seventy-two (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 and on the District website at <a href="https://www.mnwd.com">www.mnwd.com</a>.



# DRAFT MINUTES OF THE REGULAR MEETING OF THE FINANCE & INFORMATION TECHNOLOGY BOARD OF DIRECTORS OF THE MOULTON NIGUEL WATER DISTRICT

## June 15, 2016

A Regular Meeting of the Finance & Information Technology Board of Directors of the Moulton Niguel Water District was held at the District offices, 27500 La Paz Road, Laguna Niguel, California, at 8:30 AM on June 15, 2016. There were present and participating:

# **DIRECTORS**

Duane Cave Director

Scott Colton Vice President

Richard Fiore Director
Donald Froelich President

Gary Kurtz Director (via teleconference)

Larry Lizotte Director

Brian Probolsky Vice President/Chair (arrived at 8:45 a.m.)

Also present and participating were:

## STAFF MEMBERS, LEGAL COUNSEL, AND MEMBERS OF THE PUBLIC

Joone Lopez General Manager

Matt Collings Assistant General Manager

Marc Serna Director of Engineering & Operations

Gina Hillary Director of Human Resources

Paige Gulck Board Secretary
Tim Bonita Recording Secretary

Trevor Agrelius MNWD
Drew Atwater MNWD
Johnathan Cruz MNWD
Carole Wayman-Piascik MNWD

Michael Bell Consulting, Inc.

Steve Gagnon Raftelis

Larry McKenney Metropolitan Water District of Southern California

**Board Member** 

Best, Best, and Krieger

Kelly Salt

#### 1. CALL MEETING TO ORDER

The meeting was called to order by Richard Fiore at 8:30 a.m.

2. APPROVE THE MINUTES OF THE MAY 18, 2016 FINANCE AND INFORMATION TECHNOLOGY BOARD OF DIRECTORS' MEETING

MOTION DULY MADE BY SCOTT COLTON AND SECONDED BY DONALD FROELICH, MINUTES OF THE MAY 18, 2016 FINANCE AND INFORMATION TECHNOLOGY BOARD OF DIRECTORS' MEETING WERE APPROVED AS PRESENTED. A ROLL CALL VOTE WAS TAKEN AND THE VOTE WAS UNANIMOUS WITH DIRECTORS DUANE CAVE, SCOTT COLTON, RICHARD FIORE, DONALD FROELICH, GARY KURTZ, AND LARRY LIZOTTE ALL VOTING 'AYE'. DIRECTOR BRIAN PROBOLSKY WAS ABSENT.

#### **3.** PUBLIC COMMENTS

None.

# **INFORMATION ITEMS**

13. Monthly Financial Report

This item was taken first on the agenda. Trevor Agrelius presented the Monthly Financial Report.

Brian Probolsky arrived at 8:45 p.m.

# **DISCUSSION ITEMS**

Joone Lopez stated that staff will be covering items that were continued from the June 13, 2016 Engineering & Operations Board of Directors' Meeting.

Drew Atwater provided a brief presentation on the Water Shortage Contingency Plan Continued Implementation. Key topics covered were statewide and regional actions, regional response, self-certification approach, and staffs proposed response. Staff recommends that the Board of Directors approve the resolution entitled, "Continuing Water Shortage Stages 1 and 2".

Director Larry McKenney, from Metropolitan Water District provided insight into Metropolitan's perspective on conservation and self-certification.

**4.** Amendment No. 1 to Professional Services Agreement - Michael Bell Management Consulting, Inc.

Joone Lopez provided information on the item. Staff recommends that the Board of Directors approve Amendment No. 1 to the Professional Services Agreement with Michael Bell Management Consulting for an amount of \$50,000 for a total not-to-exceed contract of \$230,000; and authorize the General Manager to execute the Agreement. Discussion ensued regarding the agreement.

**5.** Amendment No. 5 to Professional Services Agreement - Public Financial Management, Inc.

Staff recommends that the Board of Directors approve Amendment No. 5 to the Professional Services Agreement with Public Financial Management, Inc.; and authorize the General Manager to execute Amendment No. 5.

**6.** Selection of the Annual Lump Sum Prepayment Option for Unfunded Accrued Liability to CalPERS for Fiscal Year 2016-17

Gina Hillary gave a brief introduction to the item. Staff recommends that the Board of Directors elect the annual lump sum prepayment option to pay for the unfunded accrued liability to CalPERS for Fiscal Year (FY) 2016-17.

7. General Obligation Bond Tax Rates for Fiscal Year 2016-17

Trevor Agrelius provided information on the item. Staff recommends that the Board of Directors approve the resolution entitled, Setting Tax Rates for Outstanding General Obligation Bonds of Improvement Districts for Fiscal Year 2016-17". Discussion ensued regarding the item.

**8.** Annual Gann Appropriations Limit for Fiscal Year 2016-17

Trevor Agrelius presented the item. Staff recommends that the Board of Directors approve the resolution entitled, "Approving Appropriations Limit for Fiscal Year 2016-17 and Finding Compliance with Article XIIIB of the Constitution of the State of California".

**9.** Adoption of Updated Capacity Fees

Joone Lopez provided a brief introduction to the item. Staff recommends that the Board of Directors adopt the resolution entitled, "Adopting Water and Wastewater Capacity Charges". Discussion ensued regarding the item.

#### **10.** Board Per Diem

Gina Hillary gave a brief introduction to the item. Discussion ensued regarding Board per diem, and the Board directed staff to proceed with the compensation adjustment process.

# **11.** Fiscal Year 2016-17 Proposed Budget

Joone Lopez provided a brief introduction to the item. There were no questions on the item.

# **12.** Rebate Application for Turf Removal

Drew Atwater presented the application. Staff recommends that the Board of Directors consider the rebate application for customer account #7-02174 without a limitation on the maximum allowable acreage for the project and direct staff accordingly. Discussion ensued regarding the rebate application.

**14.** Future Agenda Items (Any items added under this section are for discussion at future meetings only)

Donald Froelich requested that the Audit ad-hoc committee look into the District's financial controls.

**15.** Late Items (Appropriate Findings to be Made)

Staff has none.

# **ADJOURNMENT**

The meeting was adjourned at 10:38 a.m.

Respectfully submitted,

Tim Bonita Recording Secretary



# **STAFF REPORT**

TO: Board of Directors MEETING DATE: July 20, 2016

FROM: Drew Atwater, Director of Planning

Johnathan Cruz, Senior Finance and Resource Analyst

**SUBJECT: Laguna Sur Sewer Rates** 

DIVISION: 5

# **SUMMARY:**

<u>Issue</u>: Setting sewer service charges and usage rates for Laguna Sur/Monarch Point/Seaview Summit properties for fiscal year 2016-17.

<u>Recommendation</u>: It is recommended that the Board of Directors approve the resolution entitled, "Adopting Report of Annual Sewer Service Charges to be Collected via Property Tax Statements on Tax Roll for the Period Commencing July 1, 2016 (Laguna Sur/Monarch Point LAFCO Reorganization RO96-05)."

Fiscal Impact: No impact.

# **BACKGROUND**:

The Laguna Sur/Monarch Point Reorganization Area was detached from South Coast Water District (SCWD) and annexed into Moulton Niguel Water District (MNWD), effective April 1997. SCWD continues to provide sewer service to the Reorganization Area through contract with MNWD. As part of the terms and conditions of the reorganization, MNWD continues the prior SCWD practice of collection of the sewer service charges and rates on the tax roll, and then remits the charges and rates to SCWD.

#### DISCUSSION:

On June 27, 2016, the Board of Directors approved new rates effective July 1, 2016 that are passed on from SCWD. On June 16 and June 23, Section 6066 notices were published in the legal section of the OC Register consistent with the Health and Safety Code. Attached is a resolution to continue collection of the sewer service

# #4.

Laguna Sur Sewer Rates July 20, 2016 Page **2** of **2** 

charges and rates for the Reorganization Area on the property tax bills for 411 customers that reside in the applicable area. The collection procedure under Health and Safety Code Section 5473 et seq. requires SCWD to prepare a report of the assessor parcel numbers and corresponding sewer service charges and rates. It also requires that MNWD notice a public hearing and adopt the report, absent a majority protest to the tax roll collection procedure. The proposed charges and rates are consistent with those adopted by SCWD and then MNWD June 27, 2016 pursuant to a Proposition 218 hearing process.

Attachment: Resolution entitled, "Adopting Report of Annual Sewer Service Charges to be Collected via Property Tax Statements on Tax Roll for the Period Commencing July 1, 2016 (Laguna Sur/Monarch Point LAFCO Reorganization RO96-05)."

### **RESOLUTION NO. 16-\_\_\_\_**

# RESOLUTION OF THE BOARD OF DIRECTORS OF THE MOULTON NIGUEL WATER DISTRICT ADOPTING REPORT OF ANNUAL SEWER SERVICE CHARGES TO BE COLLECTED VIA PROPERTY TAX STATEMENTS ON TAX ROLL FOR THE PERIOD COMMENCING JULY 1, 2016

# (LAGUNA SUR/MONARCH POINT LAFCO REORGANIZATION RO96-05)

**WHEREAS**, the Moulton Niguel Water District ("MNWD") is a California Water District organized and existing under the California Water District Law (California Water Code Section 34000 *et seq.*), and all of the land within the boundaries of said District are located in the County of Orange, State of California;

**WHEREAS**, pursuant to Orange County Local Agency Formation Commission (LAFCO) Reorganization RO96-05, certain parcels of real property located in an area commonly known as the Laguna Sur/Monarch Point area ("Property") was detached from South Coast Water District ("SCWD") and annexed to MNWD, subject to the terms and conditions approved by LAFCO for Reorganization RO96-05. Reference is made to the map and legal description depicting the boundaries of the Property under Reorganization RO96-05 attached to LAFCO's Certificate of Completion recorded on April 30, 1997;

**WHEREAS**, included within the terms and conditions of Reorganization RO96-05 is the requirement that SCWD continue to provide for sewage collection, conveyance, treatment and disposal services to the Property, and annually furnish MNWD with SCWD's authorized sewer service charges ("Reorganization Sewer Service Charges") in sufficient time for MNWD to arrange for the continued collection of such charges on the tax roll;

WHEREAS, after individual notice to property owners of parcels within the Property, a public hearing pursuant to Health and Safety Code Section 5473, *et seq.*, and adoption of Ordinance No. 180 entitled "An Ordinance of the Board of Directors of South Coast Water District Establishing Method for Billing Sewer Service Charges for the Fiscal Year Commencing July 1, 1995," on July 25, 1995, as thereafter supplemented by SCWD Ordinance Nos. 186 and 188 and subsequent ordinances and resolutions, SCWD approved the Reorganization Sewer Service Charges to be collected from parcels within the Property via the property tax statements on the tax roll, and MNWD thereafter provided for the collection of the Reorganization Sewer Service Charges, as revised from time to time by SCWD, via the property tax roll;

**WHEREAS**, SCWD most recently revised the Reorganization Sewer Service Charges for the Property for years 2016-17 in June, 2016 ("2016 SCWD Rate Revisions");

**WHEREAS**, MNWD adopted Ordinance No. 16-01 authorizing the 2016 SCWD Rate Revisions for the Property;

# #4.

**WHEREAS**, the Board of Directors of MNWD (the "Board") finds it in MNWD's best interest to continue to collect the Reorganization Sewer Service Charges on the tax roll;

**WHEREAS**, a report ("Report") has been filed with the District Secretary containing a description of the parcels of real property subject to the Reorganization Sewer Service Charges and amount of the corresponding Reorganization Sewer Service Charges to be to be imposed thereon for Fiscal Year 2016-2017 and effective July 1, 2016, which Report is attached hereto as Exhibit A and incorporated herein by this reference;

**WHEREAS**, pursuant to Health and Safety Code Section 5473.1, the filing of the Report and notice of public hearing thereon was duly noticed as required by law by publication once each week for two successive weeks in the *Orange County Register*, a newspaper of general circulation, printed and published in the Property boundaries, such hearing to be held on July 21, 2016, at 6:00 p.m. (or as soon thereafter as practicable) at the Board Meeting Room located at 27500 La Paz Road, Laguna Niguel, California 92677;

**WHEREAS**, at the time set, the duly noticed public hearing was held and all persons interested were given an opportunity to be heard concerning the Report and to submit any objections or protests to the Report; and

WHEREAS, the Board of Directors has determined and hereby finds that protests have not been made by the owners of a majority of the separate parcels or property described in the Report; and

**WHEREAS**, the Board finds it in MNWD's best interest to collect the Reorganization Sewer Service Charges in accordance with the 2016 SCWD Rate Revisions on the tax roll, which charges shall constitute a lien against the parcel or parcels of land described in the Report in accordance with California Health and Safety Code sections 5473 *et seq*.

**NOW, THEREFORE,** the Board of Directors of Moulton Niguel Water District does hereby **RESOLVE, DETERMINE** and **ORDER** as follows:

- **Section 1**. The forgoing Recitals are hereby made findings and determinations of the Board of Directors and are incorporated herein.
- Section 2. The Board hereby adopts the Report attached as Exhibit A to this Resolution, which Report contains a description of the parcels of real property comprising the Property for which the Reorganization Sewer Service Charges shall be imposed and collected via the secured property tax roll and containing the amount of the charges for each parcel effective July 1, 2016, computed in conformity with the schedule of rates and charges approved by the Board pursuant to MNWD Ordinance No. 16-01.
- <u>Section 3.</u> The Secretary is hereby authorized and directed to endorse on the Report a statement that the Report was adopted by this Board of Directors on July 21, 2016, and to take whatever other action is required by the County of Orange Auditor-Controller (or other County officers) in regard thereto.

Section 4. On or before the 10<sup>th</sup> day of August, 2016, the Secretary is hereby authorized and directed to file a copy of the Report, in either written or electronic form, with the County of Orange Auditor-Controller (or such other County officers as may request same), or such other date as may be permitted by the County of Orange Auditor-Controller or such other County officers.

Section 5. The Board of Directors hereby requests the County of Orange Auditor-Controller (and such other County officers as required) to collect the Reorganization Sewer Service Charges on the 2016-2017 tax bills for the taxable parcels in MNWD identified in the Report. Such Reorganization Sewer Service Charges shall be collected at the same time and in the same manner and by the same persons as, together with and not separately from, the general taxes for MNWD, and shall be delinquent at the same time and thereafter be subject to the same delinquency penalties to be levied on and collected from the owners of said parcels.

**ADOPTED, SIGNED** and **APPROVED** this 21<sup>th</sup> day of July 2016.

#### MOULTON NIGUEL WATER DISTRICT

President
MOULTON NIGUEL WATER DISTRICT
and of the Board of Directors thereof

Secretary
MOULTON NIGUEL WATER DISTRICT
and of the Board of Directors thereof

# #4.

# Exhibit A

Report of Assessor Parcels – Reorganization Sewer Service Charges Fiscal Year 2016-17



# **STAFF REPORT**

TO: Board of Directors MEETING DATE: July 20, 2016

FROM: Marc Serna, Director of Engineering and Operations

**Doug Zytkewicz, Superintendent of Customer Service** 

**SUBJECT:** Fiscal Year 2016-17 Meter Maintenance and Replacement Program

**Meter Purchase** 

**DIVISION: District-wide** 

# **SUMMARY:**

<u>Issue</u>: Staff requests authorization to procure meters for Fiscal Year (FY) 2016-17 for the meter maintenance and replacement program.

<u>Recommendation:</u> It is recommended that the Board of Directors authorize meter and meter-related purchases for an amount not-to-exceed \$548,220 for Fiscal Year 2016-17.

<u>Fiscal Impact</u>: Sufficient funds are included in the approved FY 2016-17 Operating budget.

# **BACKGROUND:**

The District has 54,918 meters that provide potable and recycled water service to District's customers. The Customer Service Department maintains, repairs, and replaces these meters on an on-going basis as scheduled and necessary. On average, staff replaces approximately 3,000 meters and performs additional maintenance on approximately 1,600 meters each year.

Based on past replacement rates and experience, staff estimates approximately 600 meters will need to be replaced in FY 2016-17 as a result of maintenance-related activity. In addition to regular maintenance, District staff also performs meter replacements of obsolete and worn-out meters. For FY 2016-17, staff has identified 2,040 meters (¾" and 1") from various residential routes that are due for meter replacement. The majority of the meters proposed to be replaced are 20 to 21 years old. Per AWWA standards, meters are at the end of their useful life at 15 to 20 years.

# #5.

Fiscal Year 2016-17 Meter Maintenance and Replacement Program Meter Purchase July 18, 2016
Page 2 of 3

The District also has approximately 2,743 irrigation meters in service, consisting of both 1½" and 2" meters. Based on prior year repair and replacement levels, the District expects to replace approximately 220 irrigation meters in FY 2016-17.

Meters are also sold to the public when new developments are constructed or when customers up-size their services. Approximately 100 meters were sold to the public in FY 2015-16. Staff does not anticipate a significant change in public meter sales in the upcoming fiscal year as there are limited numbers of vacant, un-metered parcels within the District's boundary. Staff estimates 100 new meters that range in size ¾" to 2" will be required for public meter purchases in FY 2016-17.

Table 1 summarizes the estimated number of meters required to be purchased for FY 2016-17.

Table 1 Meters to Be Purchased							
Meter Replacement Program							
- Residential	2,040						
- Irrigation	220						
Public Meter Purchases	100						
Maintenance Related Meters	600						
TOTAL	2,960						

# **DISCUSSION:**

Staff compiled a list of meter specifications based on the District's requirements for meter quality, functionality, and compatibility, and issued a Request for Quote (RFQ) to six (6) pre-qualified meter distributor/manufacturers that were capable of meeting the District's specifications: Aclara, Aqua-Metric (Sensus), iFlow Energy Solutions (Kamstrup), Mueller, Equarius Water Works (Neptune), and Badger Meter. LG Supply has been the District's meter lid supplier due to their ability to comply with District specifications. A quote from LG Supply was provided for meter lids only.

After receiving the RFQ and assessing all requirements, Equarius (Neptune), Badger and Mueller chose not to submit quotes due to lack of product availability and conflicts with functional specification capabilities. Aclara did not respond to the RFQ.

Fiscal Year 2016-17 Meter Maintenance and Replacement Program Meter Purchase July 18, 2016
Page 3 of 3

The price quotes from the two qualified meter manufacturers and single source lid supplier are listed in Table 2 below.

Table 2 Summary of Price Quotes by Type										
Manufacturer & Type	¾-inch Meter	1-inch Meter	1½-inch Meter	2-inch Meter	Meter Lids					
iFlowEnergy Solutions (Kamstrup)	\$106.66	\$206.25	\$509.09	\$621.00						
Aqua-Metric (Sensus)	\$122.95	\$157.86	\$1,223.00	\$992.77						
LG Supply					\$24.75 /ea					

Based on price quotes received, staff is recommending purchase of ¾-inch and 1-inch meters and parts from Aqua-Metric and 1½-inch and 2-inch meters and parts from iFlowEnergy Solutions. Additionally, staff recommends single sourcing the purchase of meter lids to LG Supply. Meter lids were competitively priced by staff in 2015 and it was determined that LG Supply offers a higher quality, more aesthetic lid design, at a competitive price that better satisfies the District's standards than what was offered by other suppliers.

Staff's meter purchase recommendation for FY 2016-17 is detailed in Table 3.

Table 3 Meter Purchase Recommendations								
Description	Supplier	Estimated Quantity	Estimated Cost					
Residential Meter Replacement	Aqua-Metric (3/4" and 1")	2,040 (1350 /3/4"–691 /1")	\$274,941					
Meter System Maintenance	Aqua-Metric	600 (100/1" – 500/ 3/4")	\$77,261					
Irrigation Meter Replacement	iFlow Energy Solutions (1-1/2 " and 2")	220 (10/ 1.5" - 210/ 2")	\$135,500					
New meter sales	Aqua-Metric	100 (25 ea. Size)	\$35,273					
Meter lids	LG supply	1,020	\$25,245					
TOTAL \$548,220								



# **STAFF REPORT**

TO: Board of Directors MEETING DATE: July 20, 2016

FROM: Drew Atwater, Director of Planning

**SUBJECT: Rebate Applications for Turf Removal** 

**DIVISION: District-wide** 

# **SUMMARY:**

<u>Issue</u>: The District has received exemption requests for rebate applications that exceed the maximum allowable acreage for turf removal as defined in the approved Board policy.

<u>Recommendation:</u> It is recommended that the Board of Directors consider the rebate applications for the identified projects without a limitation on the maximum allowable acreage for the projects and direct staff accordingly.

<u>Fiscal Impact</u>: Sufficient funds are available within the Water Use Efficiency Fund to fund the identified rebate application. Additional information is provided within the staff report.

# BACKGROUND:

More than half of the water used at the District is for outdoor landscapes. Water efficient landscapes can decrease water use up to 70 percent through a combination of proper plant selection and irrigation technology. However, the cost of installing climate-applicable plants is sometimes an obstacle to turning traditional grass landscapes into more water-efficient environments. The District's turf replacement program is designed to help residents, businesses, and public agencies make that conversion.

The proposed projects are eligible to receive \$2 per square foot from the District for turf removal and \$1.50 for synthetic turf installation. Supplemental funding for synthetic turf projects expires for projects submitted after June 30, 2016. The program provides limitations on the amount of turf removal and/or synthetic turf installation that qualifies for the rebate. The relevant cap for the applicants are

# #6.

Rebate Applications for Turf Removal July 20, 2016
Page 2 of 2

10,000 square feet for District funding per meter for the commercial projects and 3,000 square feet for the residential project.

All rebates from the District are funded through the Water Efficiency Fund using the incremental revenue generated from the higher consumption tiers (Tiers 3, 4 and 5) in the water budget-based rate structure.

# **DISCUSSION:**

In recent months, the District has expanded its outreach efforts to promote water use efficiency in response to the drought emergency. Customers have responded with requests for more than 5 million square feet of turf removal and more than 600,000 square feet of synthetic turf installation. The District has received additional requests from customers to remove 40,798 square feet of turf and 3,072 square feet of synthetic turf. Table 1 identifies the customers and the rebate requests.

Table 1 – Rebate Requests

Customer	Division	Proposed Turf Removal (Sq. Feet)	Proposed Synthetic Turf Installation (Sq. Feet)	Proposed Rebate Value (\$)
Villa Mira – Acct #91-19614	2	12,280		\$24,560
Villa Mira - Acct #91-19617	2	15,316		\$30,632
Villa Mira – Acct #91-19625	2	10,130		\$20,260
Resident – Acct #2-05051	3	3,072	3,072	\$10,752
Total		40,798	3,072	\$86,204

The values provided above are based on estimates from each of the project proponents and may vary as each project becomes more defined. The proposed rebate incentives for the identified project would be funded from the Water Efficiency Fund.

Staff is recommending the Board remove the maximum allowable acreage to allow the General Manager or her designee to consider each application based on the overall project objectives, various funding sources, and current available budget for rebate funding. Removal of the maximum acreage by the Board of Directors does not constitute an approval of the rebate application, but allows each application referenced above to be considered for the full amount of turf removal or synthetic turf installation.

# MOULTON NIGUEL WATER DISTRICT Summary of Financial Results July 20, 2016

Results of operations for the eleven months ended May 31, 2016, are summarized below. The end of May represents 92% of the fiscal year.

Total operating revenues were \$48.7 million through May 2016, which is right on track at 92% of the budget, representing a \$2.7 million (6%) increase over the prior year. Total operating expenses were \$58.9 million as of May 31, 2016, which is trending at 84% of the approved budget, and represents a 2% increase over the prior year. Total Net Income for the eleven months ended is at \$7.5 million. A positive total Net Income amount is indicative of sound financial management strategies and proper planning by the Board.

Property tax revenues will not fully reach the \$26.5 million budget for fiscal year 2015-16. However, the \$25.0 million balance through May represents an increase of 6% over the prior year amount of \$23.6 million and have now fully recovered to exceed the previous highs of fiscal year 2008-09.

Investment income is an item that has worked in the District's favor for fiscal year 2015-16. The total budget for the year was \$2.0 million, and through May, the District has already earned \$2.8 million. Through active cash management and forecasting capital expenses, the District has earned over 40% more than the budgeted amount, despite planned increases in capital spending.

Water Efficiency revenues amount to \$3.8 million, 12% over the \$3.4 million budget for fiscal year 2015-16. The current year increase can be attributed to two things: first, one of the warmest years on record, and second, the District implemented stage 2 of the Water Shortage Contingency Plan as of June 1, 2015. District customers are doing better than ever at living within their budget, and recent water usage updates have served as confirmation.

The Water Efficiency Fund had an ending balance of \$6.4 million. Of that amount, \$2.1 million has already been committed to rebates and other programs, leaving the uncommitted and available fund balance at \$4.3 million.

Total Assets have decreased by \$6.4 million, mostly due to a combination of depreciation and interest expense on long-term debt. The decrease in total liabilities has exceeded the decrease in assets, totaling \$13.9 million. The decrease can mostly be attributed to scheduled debt service principal payments, totaling \$9.4 million during fiscal year 2015-16.

The market value of the fiscal agent reserves accounts were slightly deflated at May 31, 2016, however District staff monitored the balances near June 30, 2016, and all minimum balances were sufficiently funded, meaning all reserve requirements have been met.

#### Moulton Niguel Water District All Funds - Budget Comparison Report Eleven Months Ended May 31, 2016

Description	Fiscal Year to Date Actuals	Prior Fiscal Year to Date Actuals	Current Year Approved Budget	Current Year Budget Balance	% of Actuals to Budget
ALL FUNDS					
Operating Revenues					
Water Sales	\$ 22,883,086	22,725,105			90%
Recycled Water Sales	4,237,154	4,380,213	5,249,795	1,012,641	819
Sewer Sales	17,324,175	14,773,035	18,053,647	729,472	96%
Water Efficiency	3,820,949	3,740,244	3,398,873	(422,076)	1129
Other Operating Income	389,150	324,103	483,500	94,350	80%
Total Operating Revenue	48,654,514	45,942,700	52,634,952	3,980,438	92%
Operating Expenses					
Salaries	9,228,014	8,845,029	10,779,194	1,551,180	86%
PERs Employer Contributions	1,210,607	915,747	1,422,733	212,126	85%
PERs Employee Contributions	111,495	171,456	153,377	41,882	73%
Defined Contribution 401A	147,856	183,736	200,534	52,678	74%
Educational Courses	18,042	19,714	44,770	26,728	40%
Travel & Meetings	166,585	170,450	253,344	86,759	66%
Recruitment & Employee Relations	17,152	9,241	15,000	(2,152)	114%
General Services	319,639	330,174	463,095	143,456	69%
Annual Audit	46,562	40,665	48,080	1,518	97%
Member Agencies O&M	1,008,545	1,130,003	1,542,495	533,950	65%
Dues & Memberships	100,644	83,786	97,010	(3,634)	104%
Consulting Services	2,277,180	1,057,706	3,098,900	821,720	73%
Equipment Rental	54,206	59,933	65,000	10,794	83%
District Fuel	167,770	210,375	340,000	172,230	49%
Insurance - District	331,225	466,000	561,275	230,050	59%
Insurance - Personnel	338,070	362,849	447,992	109,922	75%
Insurance - Benefits	2,291,382	2,103,375	2,703,887	412,506	85%
Legal Services - Personnel	6,581	3,747	50,000	43,419	13%
Legal Services - General <sup>1</sup>	170,466	161,497	200,000	29,534	85%
District Office Supplies	681,674	550,374	965,151	283,477	71%
District Operating Supplies	340,864	264,636	392,967	52,103	87%
Repairs & Maintenance - Equipment	582,521	538,568	741,969	159,448	79%
Repairs & Maintenance - Facilities	2,843,099	2,652,674	4,135,970	1,292,871	69%
Safety Program & Compliance Requiremen		121,620	309,450	70,501	77%
SOCWA	8,863,204	8,357,209	9,204,735	341,531	96%
Special Outside Assessments	188,051	200,296	225,000	36,949	84%
Utilities		,	· · · · · · · · · · · · · · · · · · ·	,	80%
Water Purchases	1,803,233 21,549,068	1,835,220 23,800,608	2,258,900 23,697,842	455,667 2,148,774	91%
			906.000		
Meter / Vault Purchases	637,677	551,988	,	268,323	70%
Water Efficiency	3,091,230	2,237,579	4,849,624	1,758,394	64%
Other Operating Expenses  Total Operating Expenses	21,120 58,852,711	141,148 <b>57,577,401</b>	70,174,294	(21,120) <b>11,342,703</b>	n/a <b>84</b> %
Operating Income (Loss)	(10,198,197)	(11,634,701)	(17,539,342)	(7,362,265)	58%
Operating income (Loss)	(10,138,137)	(11,034,701)	(17,555,542)	(7,302,203)	30%
Non-Operating Revenues (Expenses)			00.53		_
Property Tax Revenue	25,012,187	23,552,844	26,501,190	1,489,003	94%
Investment Income <sup>2</sup>	2,830,996	3,040,224	2,027,705	(803,291)	140%
Property Lease Income	1,622,926	1,574,522	1,660,096	37,170	98%
Interest Expense	(5,116,143)	(5,526,230)	(5,594,886)	(478,743)	91%
Misc. Non-Operating Income <sup>3</sup>	8,005,164	14,617,789	68,000	(7,937,164)	n/a
Capacity Fees	1,046,336	550,307	-	(1,046,336)	n/a
		37,809,455	24,662,105	(8,739,359)	135%
Total Non-Operating Revenue (Expense					
Total Non-Operating Revenue (Expense Change in All Funds	\$ 23,203,267	\$ 26,174,754	\$ 7,122,763	\$ (16,101,624)	
Change in All Funds	\$ 23,203,267	\$ 26,174,754	\$ 7,122,763	\$ (16,101,624)	
	\$ <b>23,203,267</b> 15,689,084	\$ 26,174,754	\$ 7,122,763	\$ <b>(16,101,624)</b> (15,689,084)	n/a

- 1. Detail of Legal Services General can be found on the next page.
- 2. Investment income is comprised of realized income of \$2,170,954 and unrealized income of \$660,042.
- 3. The District received \$1.3 million for the 2009 COP (Build America Bonds) Federal Interest subsidy and \$5.3 million for the Special Assessment District taxes. The District has historically not budgeted for these items but will re-evaluate for next year's Budget.

#### Moulton Niguel Water District All Funds - Budget Comparison Report Eleven Months Ended May 31, 2016 Legal Services - General

Firm	General <sup>4</sup>	Water Use	Efficiency <sup>4</sup>	Capital <sup>5</sup>	Total
Bowie, Arneson, Wiles & Giannone	\$ 38,902	\$	-	\$ 10,022	\$ 48,924
Best Best & Krieger LLP	123,604		7,367	36,176	167,146
Downey Brand, Attorneys	594		-	3,064	3,658
Total	\$ 163,100	\$	7,367	\$ 49,261	\$ 219,728

- 4. Legal Services General on the previous page is made up of the General balance of \$163,100 and the \$7,367 Water Use Efficiency balance, for a total of \$170,466.
- 5. Capital legal services represent legal services rendered during construction and are capitalized by the District as part of the project.

#### Moulton Niguel Water District General Fund - Budget Comparison Report Eleven Months Ended May 31, 2016

	Description	Approved Budget	Fiscal Year to Date Actuals	<b>Budget Balance</b>	% of Actuals to Budget
	GENERAL FUND				
	Operating Revenues				
Wa	ater Sales	\$ 25,449,137	\$ 22,883,086	\$ 2,566,051	90
Re	cycled Water Sales	5,249,795	4,237,154	1,012,641	81
Sev	wer Sales	18,053,647	17,324,175	729,472	96
Ot	her Operating Income	483,500	389,150	94,350	80
<b>,</b>	Total Operating Revenue	49,236,079	44,833,565	4,402,514	91
	Operating Expenses				
Sal	laries	10,307,516	8,690,597	1,616,919	84
PE	Rs Employer Contributions	1,364,819	1,152,534	212,285	84
PE	Rs Employee Contributions	149,890	109,718	40,172	73
De	fined Contribution 401A	192,000	139,749	52,250	73'
Ed	ucational Courses	44,270	18,042	26,228	41
Tra	avel & Meetings	238,644	156,172	82,472	65
Re	cruitment & Employee Relations	15,000	17,152	(2,152)	114
	eneral Services	458,095	319,639	138,456	70'
An	nual Audit	48,080	46,562	1,518	97'
Me	ember Agencies O&M	1,542,495	1,008,545	533,950	65
Du	ies & Memberships	96,510	100,644	(4,134)	104
Co	nsulting Services	2,248,900	1,643,775	605,125	73
Eq	uipment Rental	65,000	54,206	10,794	83
Dis	strict Fuel	340,000	167,770	172,230	49
Ins	surance - District	561,275	331,225	230,050	59
Ins	surance - Personnel	438,275	325,401	112,874	74
Ins	surance - Benefits	2,587,061	2,166,583	420,478	84
Le	gal Services - Personnel	50,000	6,581	43,419	13
Leg	gal Services - General	200,000	163,100	36,900	82
Dis	strict Office Supplies	475,400	383,280	92,120	81
Dis	strict Operating Supplies	392,967	340,638	52,329	87
Re	pairs & Maintenance - Equipment	738,469	578,571	159,898	78'
Re	pairs & Maintenance - Facilities	4,135,970	2,843,099	1,292,871	69
Saf	fety Program & Compliance Requirements	309,450	238,949	70,501	77'
SO	OCWA	9,204,735	8,863,204	341,531	96
Sp	ecial Outside Assessments	225,000	188,051	36,949	84
Uti	ilities	2,258,900	1,803,233	455,667	80
Wa	ater Purchases	23,697,842	21,549,068	2,148,773	91
Me	eter / Vault Purchases	906,000	637,677	268,323	70'
3	Total Operating Expenses	63,292,562	54,043,766	9,248,796	85
3	Operating Income (Loss)	(14,056,483)	(9,210,201)	(4,846,282)	66
	Non-Operating Revenues (Expenses)				
Pro	operty Tax Revenue	26,501,190	25,012,187	1,489,003	94
	vestment Income	1,867,913	2,693,403	(825,490)	144
	operty Lease Income	1,660,096	1,622,926	37,170	98
	isc. Non-Operating Income <sup>1</sup>	68,000	6,830,842	(6,762,842)	n/
2	Total Non-Operating Revenue (Expenses)	30,097,199	36,159,357	(6,062,158)	120

<sup>1.</sup> The District received \$1.3 million for the 2009 COP (Build America Bonds) Federal Interest subsidy and \$5.3 million for the Special Assessment Assessment District taxes. The District has historically not budgeted for these items but will re-evaluate for next year's Budget.

# Moulton Niguel Water District Water Efficiency Fund - Budget Comparison Report Eleven Months Ended May 31, 2016

Description		Approved Budget	Fisc	cal Year to Date Actuals	Buc	lget Balance	% of Actuals to Budget
WATER EFFICIENCY FUND							
<b>Projected Operating Revenue</b>							
Water Efficiency	\$	3,398,873	\$	3,820,949	\$	(422,076)	112%
Projected Total Operating Revenue		3,398,873		3,820,949		(422,076)	112%
<b>Projected Operating Expenses</b>							
Labor		668,156		742,841		(74,685)	111%
Educational Courses		500		-		500	0%
Travel & Meetings		14,700		10,413		4,287	71%
General Services		5,000		-		5,000	0%
Dues & Memberships		500		-		500	0%
Consulting Services		850,000		535,677		314,323	63%
Legal Services		-		7,367		(7,367)	n/a
Conservation supplies		489,751		302,343		187,408	62%
Repairs and Maintenance - Equipment		3,500		226		3,274	6%
Water Efficiency		4,849,624		3,091,230		1,758,394	64%
Projected Total Operating Expenses		6,881,731		4,690,097		2,191,634	68%
Projected Operating Income (Loss)		(3,482,858)		(869,148)		(2,613,710)	25%
<b>Projected Non-Operating Revenue</b>							
Investment Income		159,792		137,589		22,203	86%
Projected Total Non-Operating Revenue		159,792		137,589		22,203	86%
Projected Change in Water Efficiency Fund	\$	(3,323,066)	ć	(731,559)	¢	(2,591,507)	
- riojected change in water Emcleticy rulid	<del>-</del>	(3,323,000)	ų	(/31,333)	ų	(2,331,307)	

Note: Totals may not sum due to rounding.

# Water Efficiency Available Net Position<sup>1</sup>

Description	Approved Budget	Fisc	al Year to Date Actuals	Вι	ıdget Balance
Fund Net Position, Beginning of Year	\$ 7,180,191	\$	7,180,191	\$	7,180,191
Projected Change in Water Efficiency Fund	(3,323,066)		(731,559)		(2,591,507)
Fund Net Position, Ended May 31, 2016	\$ 3,857,125	\$	6,448,632	\$	4,588,684

<sup>1.</sup> In addition to realized expenditures, there is approximately \$2,143,197 in project commitments, reducing the available WBBRS reserve balance to \$4,305,435.

# MOULTON NIGUEL WATER DISTRICT STATEMENT OF NET POSITION

		(Unaudited) May 31, 2016		Audited June 30, 2015
CURRENT ASSETS:			-	
Cash and investments	\$	38,617,240	\$	33,849,087
Restricted cash and investments with fiscal agent		8,012,800		8,777,679
Accounts receivables:				
Water and sanitation charges		3,527,070		3,392,611
Taxes and acreage assessments		-		300,842
Grant Reimbursements		455,778		405,068
Other accounts receivable		211,881		222,169
Interest receivable		551,757		620,930
Current portion of AMP receivable		656		1,302
Inventory		1,474,136		1,703,635
Prepaid expenses	_	549,347	_	480,124
TOTAL CURRENT ASSETS	_	53,400,665	_	49,753,446
NONCURRENT ASSETS:				
Investments		96,420,691		116,281,296
Retrofit loans receivable		564,734		597,037
AMP Receivable		-		-
Capital assets, net of accumulated depreciation		332,392,596		343,111,410
Capital assets not being depreciated:				
Land		1,091,910		1,091,910
Construction in progress	_	52,698,486	_	31,642,242
TOTAL NONCURRENT ASSETS	_	483,168,417	-	492,723,895
TOTAL ASSETS	_	536,569,082	_	542,477,341
DEFERRED OUTFLOW OF RESOURCES:				
Deferred Charges on Refunding		1,006,125		1,488,900
Deferred Items related to Pension	_	1,431,577	_	1,431,577
TOTAL DEFERRED OUTFLOW OF RESOURCES	_	2,437,702	_	2,920,477
TOTAL ASSETS AND DEFERRED OUTFLOW OF RESOURCE	<b>:s</b> \$ _	539,006,784	\$ _	545,397,818

# MOULTON NIGUEL WATER DISTRICT STATEMENT OF NET POSITION

		(Unaudited) May 31, 2016		Audited June 30, 2015
CURRENT LIABILITIES:	-		_	_
Accounts payable	\$	4,700,692	\$	8,162,699
Interest payable		1,276,408		1,830,740
Compensated absences		612,379		373,162
Current portion of long-term debt:				
Bonds payable		6,060,000		5,685,000
Loans Payable		145,490		2,110,606
Certificates of participation	-	1,855,000	-	1,780,000
TOTAL CURRENT LIABILITIES	-	14,649,970	<del>-</del>	19,942,207
LONG-TERM LIABILITIES				
Compensated absences		204,126		124,386
Long-term debt:				
Bonds payable		16,370,000		22,430,000
Loans payable		10,688,013		10,688,012
Certificates of participation		61,925,000		63,780,000
Net Pension Liability		12,251,838	_	12,251,838
TOTAL LONG-TERM LIABILITIES	-	101,438,977	-	109,274,236
Bond Discount/Premium		2,705,592		3,483,309
TOTAL LIABILITIES	-	118,794,539	-	132,699,752
DEFERRED INFLOW OF RESOURCES:				
Deferred Items related to Pension	-	4,936,619	_	4,936,619
TOTAL DEFERRED INFLOW OF RESOURCES	-	4,936,619	_	4,936,619
NET POSITION:				
Net investment in capital assets		287,440,022		267,393,560
Restricted for capital projects		2,608,471		1,508,109
Unrestricted	-	125,227,133	_	138,859,778
TOTAL NET POSITION	-	415,275,626	<del>-</del>	407,761,447
TOTAL LIABILITIES, DEFERRED INFLOW OF RESOURCES,				
AND NET POSITION	\$	539,006,784	\$ =	545,397,818

# MOULTON NIGUEL WATER DISTRICT RESTRICTED CASH AND INVESTMENTS WITH FISCAL AGENT As of May 31, 2016

Restricted Cash and Investments:	Re	Reserve equirement	(Unaudited) Balance 5/31/2016	r (Under) uirement	Audited Balance 6/30/2015
DWR Trust Reserves	\$	-	-	\$ - \$	615,739
2009 COPS Trust Reserve		6,000,000	5,973,026	(26,974)	6,023,364
2009 COPs Installment		-	39	39	-
2010 Installment Payment		-	264,586	264,586	-
2010 COPS Trust Reserves		556,000	555,115	(885)	896,180
2014 Consolidated Ref Bonds		-	4	4	-
2015 Refunding Bonds		-	8	8	-
2015 Refunding Reserve		1,226,500	1,220,021	(6,479)	1,226,500
2015 Refunding Issuance Fund		-	-	-	15,896
Total Restricted Trust Accounts	\$	7,782,500	\$ 8,012,800	\$ 230,300 \$	8,777,679

# MOULTON NIGUEL WATER DISTRICT NET POSITION As of May 31, 2016

	(Unaudited) Balance				Audited Balance					
	Rese	rve Policy								
	Target				5/31/2016		Net Change		6/30/2015	
<u>Unrestricted Net Position<sup>1</sup>:</u>										
Designated for Self Insurance Reserves	\$	250,000			252,391	\$	2,536	\$	249,855	
Designated for Water Efficiency (WBBRS) <sup>2</sup>		n/a			6,448,632		(731,559)		7,180,191	
Designated for Replacement and Refurbishment		17,061,912			13,336,841		(3,751,974)		17,088,815	
Designated for Water Supply Reliability		n/a			(270,315)		(1,071,946)		801,631	
Designated for Planning and Construction		n/a			28,949,586		(179,297)		29,128,883	
Designated for Rate Stabilization		13,250,595			13,530,519		2,530,238		11,000,281	
Designated for Emergency Reserve		6,884,925			6,884,925		-		6,884,925	
Unrestricted, undesignated <sup>3</sup>		21,097,521			56,094,554		(10,430,643)		66,525,197	
Total Unrestricted Net Position		58,544,953	4		125,227,133		(13,632,645)	1	.38,859,778	
Restricted for Capital Facilities (Projects)					2,608,471		1,100,362		1,508,109	
									_	
Net Investment in Capital Assets <sup>5</sup>			_		287,440,022		20,046,462	2	67,393,560	
Total Net Position			_	\$	415,275,626	\$	7,514,179	\$ 4	07,761,447	

- 1. Board designation balances represent available cash in that fund.
- 2. In addition to realized expenditures, there is approximately \$2,143,197 in project commitments, reducing the available WBBRS reserve balance to \$4,305,435.
- 3. Unrestricted, undesignated balance include the General Operating Reserve and other general District accrued cash flows. This amount includes the remaining unrestricted cash balance of \$55,167,052.
- 4. All funds in excess of reserve policy targets will be used to fund capital projects and operations.
- 5. Net Investment in Capital Assets calculated as follows:

Total capital assets	386,182,992
Less capital related debt	(99,749,095)
Add deferred charges related to debt	1,006,125
Total Net Investment in Capital Assets	287,440,022

# MOULTON NIGUEL WATER DISTRICT SUMMARY OF DISBURSEMENTS FOR THE MONTH OF JUNE 2016

# **Summary of Disbursements in June 2016:**

General Fund Disbursements		6,482,507
Restricted Fund Disbursements:		
Water Efficiency Fund	687,156	
Replacement & Refurbishment Fund	2,993,082	
Water Supply Reliability Fund	641,483	
Planning & Construction Fund	307,573	4,629,294
Total Disbursements for all Funds	\$	11,111,801
Detail of Major Expenditures in June 2016:		
South Orange County Wastewater Authority (SOCWA)		
FY 15/16 Q4 Capital Project Billings	2,553,677	
AWMA Bridge Agreement	241,300	2,794,977
	_	
2. Municipal Water District of Orange County (MWDOC)		
April Water Purchases 1889.8 AF	1,780,192	
April Turf, Nozzles, and Smart Timer Rebates	354,192	
April Readiness to Serve	141,054	
April Capacity Charge	38,599	
April and May SoCal Water\$mart Residential and CII Rebate Programs	22,884	
April SCP Operation Surcharge	11,162	
April and May Spray to Drip Rebate Program	522	
March Reclaimed Rebate 204.6 AF	(31,508)	2,317,096
3. Vadnais Trenchless Services, Inc.		
C# 2009115 San Juan Creek 30" ETM, progress payments #4 & #5		728,420
Santa Margarita Water District (SMWD)		
FY 15/16 Q3 Plant 3A O&M Charges		514,909
5. Ferreira Construction Co. Inc.		
C# 2014011 Recycled Water Extension, progress payment #2		460,071
6. Irvine Ranch Water District (IRWD)		
FY 15/16 Q4 Baker Pipeline Project # 2006071	170,338	
FY 09/10 thru FY 14/15 Phase 1 Emergency Service Program maintenance costs	27,560	197,898
7 Hardy & Harner Inc		
7. Hardy & Harper, Inc. Paving Work Order Services		172,794
I AVING VIOLA CIUCI SCIVICES		112,134