

REVISED
REGULAR MEETING
OF THE BOARD OF DIRECTORS
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
AND ANNUAL MEETING OF THE BOARD OF DIRECTORS
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
WATER FACILITIES CORPORATION
18700 Ward Street, Board Room, Fountain Valley, California
September 21, 2016, 8:30 a.m.

AGENDA

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENTS/PARTICIPATION

At this time, members of the public will be given an opportunity to address the Board concerning items within the subject matter jurisdiction of the Board. Members of the public may also address the Board about a particular Agenda item at the time it is considered by the Board and before action is taken. If the item is on the Consent Calendar, please inform the Board Secretary before action is taken on the Consent Calendar and the item will be removed for separate consideration.

The Board requests, but does not require, that members of the public who want to address the Board complete a voluntary "Request to be Heard" form available from the Board Secretary prior to the meeting.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

Determine need and take action to agendize items(s) which arose subsequent to the posting of the Agenda. (ROLL CALL VOTE: Adoption of this recommendation requires a two-thirds vote of the Board members present, or, if less than two-thirds of the Board members are present, a unanimous vote of those members present.)

ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING

Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection in the lobby of the District's business office located at 18700 Ward Street, Fountain Valley, California 92708, during regular business hours. When practical, these public records will also be made available on the District's Internet Web site, accessible at <http://www.mwdoc.com>.

**SPECIAL DISTRICT LEADERSHIP FOUNDATION PRESENTATION TO MWDOC
BOARD OF DIRECTORS**

MWDOC WATER FACILITIES CORPORATION AGENDA ITEMS

WFC-1 FINANCIAL REPORT

- a. Annual Filing of Tax Compliance Reports.

Recommendation: Authorize the annual filing of the tax compliance reports as presented.

WFC-2 REORGANIZATION OF MWDOC WFC BOARD OFFICERS

Recommendation: Consider reorganizing the MWDOC WFC Board officers.

ADJOURNMENT -- END MWDOC WFC AGENDA

NEXT RESOLUTION NO. 2037

CONSENT CALENDAR (Items 1 to 8)

(All matters under the Consent Calendar will be approved by one motion unless a Board member requests separate action on a specific item)

1. MINUTES

- a. August 3, 2016 Workshop Board Meeting
- b. August 6, 2016 Special Board Meeting
- c. August 17, 2016 Regular Board Meeting

Recommendation: Approve as presented.

2. COMMITTEE MEETING REPORTS

- a. Planning & Operations Committee: August 1, 2016
- b. Administration & Finance Committee: August 10, 2016
- c. Public Affairs & Legislation Committee: August 8, 2016
- d. Executive Committee Meeting: August 18, 2016

Recommendation: Receive and file as presented.

3. TREASURER'S REPORTS

- a. MWDOC Revenue/Cash Receipt Register as of August 31, 2016
- b. MWDOC Disbursement Registers (August/September)

Recommendation: Ratify and approve as presented.

- c. Summary of Cash and Investment and Portfolio Master Summary Report (Cash and Investment report) as of July 31, 2016
- d. PARS Monthly Statement (OPEB Trust)
- e. Water Use Efficiency Projects Cash Flow

Recommendation: Receive and file as presented.

4. FINANCIAL REPORT

- a. Combined Financial Statements and Budget Comparative for the period ending June 30, 2016

Recommendation: Receive and file as presented.

5. WATER LOSS CONTROL TECHNICAL ASSISTANCE

Recommendation: (1) Authorize the General Manager to enter into agreements with McCall's Meters, Inc. and Westerly Meter Service Company for up to five years to provide meter accuracy testing services to interested member agencies, and (2) authorize the General Manager to enter into Choice-based cost-sharing agreements with agencies wishing to access meter accuracy testing services.

6. APPROVE AMENDMENTS TO RECORDS RETENTION SCHEDULE

Recommendation: Approve the proposed changes to the District's Records Retention Schedule as presented.

7. 2016 CONFLICT OF INTEREST CODE – BIENNIAL REVIEW

Recommendation: Approve changes to the Districts Conflict of Interest Code and authorize staff to submit the 2016 Biennial Review Code changes to the Orange County Clerk of the Board of Supervisors.

8. APPROVAL/RATIFICATION OF PARTICIPATION IN THE CENTER FOR DEMOGRAPHIC RESEARCH

Recommendation: Ratify participation in the Center for Demographic Research for fiscal years 2014/15 (\$39,961), 2015/16 (\$39,739.50), and approve participation for fiscal year 2016/17 (\$39,971.50). (These amounts were included in the budgets for each of the aforementioned fiscal years).

– End Consent Calendar –

ACTION ITEMS**9-1 ISDOC ELECTIONS**

Recommendation: Receive recommendation from the Public Affairs & Legislation Committee and authorize President Osborne, or his designee, to vote on the District's behalf.

INFORMATION CALENDAR (All matters under the Information Calendar will be Received/Filed as presented following any discussion that may occur)

10. GENERAL MANAGER'S REPORT, SEPTEMBER 2016 (ORAL AND WRITTEN)

Recommendation: Receive and file report(s) as presented.

11. MWDOC GENERAL INFORMATION ITEMS

- a. Board of Directors - Reports re: Conferences and Meetings and Requests for Future Agenda Topics

Recommendation: Receive and file as presented.

CLOSED SESSION

12. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: (1 case)

13. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: General Manager
Government Code Section 54957

ADJOURNMENT

Note: Accommodations for the Disabled. Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by contacting Maribeth Goldsby, District Secretary, at (714) 963-3058, or writing to Municipal Water District of Orange County at P.O. Box 20895, Fountain Valley, CA 92728. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that District staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the District to provide the requested accommodation.



Item No. WFC-1

WFC ACTION ITEM

September 21, 2016

TO: Board of Directors, MWDOC Water Facilities Corporation

FROM: Robert Hunter, General Manager Staff Contact: Jeffrey Stalvey

SUBJECT: 2016 Annual Filing of Tax Compliance Reports for the MWDOC Water Facilities Corporation

STAFF RECOMMENDATION

Staff recommends that the Board of Directors authorize the annual filing of the Water Facilities Corporation tax compliance reports as presented.

COMMITTEE RECOMMENDATION

Committee concurred with staff recommendation.

SUMMARY

To maintain the Water Facilities Corporation ("Corporation") as an active entity, the following tax compliance reports will be filed on behalf of the Corporation for FY 2015-16, upon review of the Administration & Finance Committee, and concurrence by the Corporation Board of Directors:

- Return of Organization Exempt from Income Tax (IRS Form 990EZ)
- California Exempt Organization Annual Information Return (CA Form 199)
- Annual Registration Renewal Fee Report to Attorney General of California (CA Form RRF-1)
- The Corporation Board of Directors approved filing these reports for FY 2014-15 on September 16, 2015.

Attachments

- IRS Form 990EZ
- CA Form 199
- CA Form RRF-1

MAIL TO:

Registry of Charitable Trusts
P.O. Box 903447
Sacramento, CA 94203-4470
Telephone: (916) 445-2021

WEB SITE ADDRESS:

<http://ag.ca.gov/charities/>

ANNUAL REGISTRATION RENEWAL FEE REPORT TO ATTORNEY GENERAL OF CALIFORNIA

Sections 12586 and 12587, California Government Code
11 Cal. Code Regs. sections 301-307, 311 and 312

Failure to submit this report annually no later than four months and fifteen days after the end of the organization's accounting period may result in the loss of tax exemption and the assessment of a minimum tax of \$800, plus interest, and/or fines or filing penalties as defined in Government Code section 12586.1. IRS extensions will be honored.



State Charity Registration Number 34561

Municipal Water District of Orange County-Water Facilities Corporation

Name of Organization
18700 Ward Street

Address (Number and Street)
Fountain Valley, Ca 92708

City or Town, State and ZIP Code

Check if:

☐ Change of address

☐ Amended report

Corporate or Organization No. D-0844386

Federal Employer I.D. No. 95-3500739

ANNUAL REGISTRATION RENEWAL FEE SCHEDULE (11 Cal. Code Regs. sections 301-307, 311 and 312) Make Check Payable to Attorney General's Registry of Charitable Trusts

Gross Annual Revenue	Fee	Gross Annual Revenue	Fee	Gross Annual Revenue	Fee
Less than \$25,000	0	Between 100,001 and \$250,000	\$50	Between \$1,000,001 and \$10 million	\$150
Between \$25,000 and \$100,000	\$25	Between \$250,001 and \$1 million	\$75	Between \$10,000,001 and \$50 million	\$225
				Greater than \$50 million	\$300

PART A - ACTIVITIES

For your most recent full accounting period (beginning 07 / 01 / 2015 ending 06 / 30 / 2016) list:

Gross annual revenue \$ 0 Total assets \$ 0

PART B - STATEMENTS REGARDING ORGANIZATION DURING THE PERIOD OF THIS REPORT

Note: If you answer "yes" to any of the questions below, you must attach a separate sheet providing an explanation and details for each "yes" response. Please review RRF-1 instructions for information required.

	Yes	No
1. During this reporting period, were there any contracts, loans, leases or other financial transactions between the organization and any officer, director or trustee thereof either directly or with an entity in which any such officer, director or trustee had any financial interest?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. During this reporting period, was there any theft, embezzlement, diversion or misuse of the organization's charitable property or funds?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. During this reporting period, did non-program expenditures exceed 50% of gross revenues?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. During this reporting period, were any organization funds used to pay any penalty, fine or judgment? If you filed a Form 4720 with the Internal Revenue Service, attach a copy.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. During this reporting period, were the services of a commercial fundraiser or fundraising counsel for charitable purposes used? If "yes," provide an attachment listing the name, address, and telephone number of the service provider.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. During this reporting period, did the organization receive any governmental funding? If so, provide an attachment listing the name of the agency, mailing address, contact person, and telephone number.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. During this reporting period, did the organization hold a raffle for charitable purposes? If "yes," provide an attachment indicating the number of raffles and the date(s) they occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Does the organization conduct a vehicle donation program? If "yes," provide an attachment indicating whether the program is operated by the charity or whether the organization contracts with a commercial fundraiser for charitable purposes.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9. Did your organization have prepared an audited financial statement in accordance with generally accepted accounting principles for this reporting period?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Organization's area code and telephone number (714) 593 - 5022

Organization's e-mail address istalvey@mwdoc.com

I declare under penalty of perjury that I have examined this report, including accompanying documents, and to the best of my knowledge and belief, it is true, correct and complete.

Jeffrey Stalvey

Deputy Treasurer

8/23/2016

Signature of authorized officer

Printed Name

Title

Date

Form **990-EZ****Short Form****Return of Organization Exempt From Income Tax**

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-1150

2015**Open to Public Inspection**Department of the Treasury
Internal Revenue Service

▶ Do not enter social security numbers on this form as it may be made public.

▶ Information about Form 990-EZ and its instructions is at www.irs.gov/form990.

A For the 2015 calendar year, or tax year beginning July 1, 2015, and ending June 30, 2016	
B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	
C Name of organization Municipal Water District of Orange County - Water Facilities Corporation Number and street (or P.O. box, if mail is not delivered to street address) Room/suite P.O. Box 20895 City or town, state or province, country, and ZIP or foreign postal code Fountain Valley, California 92728	
D Employer identification number 95-3500739	
E Telephone number 714-593-5022	
F Group Exemption Number ▶	
G Accounting Method: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual Other (specify) ▶	
I Website: ▶ http://mwdoc.com	
J Tax-exempt status (check only one) — <input type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () ◀ (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527	
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other	
L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ ▶ \$	

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)Check if the organization used Schedule O to respond to any question in this Part I ☐

Revenue	1 Contributions, gifts, grants, and similar amounts received	1	0
	2 Program service revenue including government fees and contracts	2	0
	3 Membership dues and assessments	3	0
	4 Investment income	4	0
	5a Gross amount from sale of assets other than inventory 5a		
	b Less: cost or other basis and sales expenses 5b		
	c Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a) 5c		
	6 Gaming and fundraising events		
	a Gross income from gaming (attach Schedule G if greater than \$15,000) 6a		
b Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000) 6b			
c Less: direct expenses from gaming and fundraising events 6c			
d Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c) 6d			
7a Gross sales of inventory, less returns and allowances 7a			
b Less: cost of goods sold 7b			
c Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a) 7c		0	
8 Other revenue (describe in Schedule O) 8		0	
9 Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8 ▶ 9		0	
Expenses	10 Grants and similar amounts paid (list in Schedule O) 10		
	11 Benefits paid to or for members 11		
	12 Salaries, other compensation, and employee benefits 12		
	13 Professional fees and other payments to independent contractors 13		
	14 Occupancy, rent, utilities, and maintenance 14		
	15 Printing, publications, postage, and shipping 15		
	16 Other expenses (describe in Schedule O) 16		
17 Total expenses. Add lines 10 through 16 ▶ 17		0	
Net Assets	18 Excess or (deficit) for the year (Subtract line 17 from line 9) 18		
	19 Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return) 19		
	20 Other changes in net assets or fund balances (explain in Schedule O) 20		
	21 Net assets or fund balances at end of year. Combine lines 18 through 20 ▶ 21		0

For Paperwork Reduction Act Notice, see the separate instructions.

Cat. No. 106421

Form **990-EZ** (2015)

Check if the organization used Schedule O to respond to any question in this Part II ☐

		(A) Beginning of year	(B) End of year
22	Cash, savings, and investments	0 22	0
23	Land and buildings	0 23	0
24	Other assets (describe in Schedule O)	0 24	0
25	Total assets	0 25	0
26	Total liabilities (describe in Schedule O)	0 26	0
27	Net assets or fund balances (line 27 of column (B) must agree with line 21)	0 27	0

Check if the organization used Schedule O to respond to any question in this Part III . . . ☐

Expenses
(Required for section
501(c)(3) and 501(c)(4)
organizations; optional for
others.)

28		
	(Grants \$) If this amount includes foreign grants, check here ▶ <input type="checkbox"/>	28a 0
29		
	(Grants \$) If this amount includes foreign grants, check here ▶ <input type="checkbox"/>	29a 0
30		
	(Grants \$) If this amount includes foreign grants, check here ▶ <input type="checkbox"/>	30a 0
31	Other program services (describe in Schedule O)	
	(Grants \$) If this amount includes foreign grants, check here ▶ <input type="checkbox"/>	31a 0
32	Total program service expenses (add lines 28a through 31a) ▶	32 0

Check if the organization used Schedule O to respond to any question in this Part IV ☐

[illegible]

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V) Check if the organization used Schedule O to respond to any question in this Part V ☐

	Yes	No
33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O		✓
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions)		✓
35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?		✓
b If "Yes," to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O		✓
c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III		✓
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N		✓
37a Enter amount of political expenditures, direct or indirect, as described in the instructions ▶ 37a		
b Did the organization file Form 1120-POL for this year?		✓
38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?		✓
b If "Yes," complete Schedule L, Part II and enter the total amount involved 38b		
39 Section 501(c)(7) organizations. Enter: 39a		
a Initiation fees and capital contributions included on line 9 39a		
b Gross receipts, included on line 9, for public use of club facilities 39b		
40a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ ; section 4912 ▶ ; section 4955 ▶		
b Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		✓
c Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 ▶		
d Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization ▶		
e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T		✓
41 List the states with which a copy of this return is filed ▶		
42a The organization's books are in care of ▶ <u>Hilary Chumplitazi</u> Telephone no. ▶ <u>714.593.5019</u> Located at ▶ <u>18700 Ward Street, Fountain Valley CA</u> ZIP + 4 ▶ <u>92708</u>		
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	Yes	No
If "Yes," enter the name of the foreign country: ▶		✓
See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
c At any time during the calendar year, did the organization maintain an office outside the U.S.?		✓
If "Yes," enter the name of the foreign country: ▶		
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 —Check here <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the tax year ▶ 43		
44a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		✓
b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		✓
c Did the organization receive any payments for indoor tanning services during the year?		✓
d If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O		✓
45a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		✓
b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)		✓

- 46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I

	Yes	No
46		<input checked="" type="checkbox"/>

Part VI Section 501(c)(3) organizations only

All section 501(c)(3) organizations must answer questions 47–49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI ☐

- 47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II

	Yes	No
47		

- 48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E

48		
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- 49a Did the organization make any transfers to an exempt non-charitable related organization?

49a		
-----	--	--

- b If "Yes," was the related organization a section 527 organization?

49b		
-----	--	--

- 50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation

- f Total number of other employees paid over \$100,000 ▶

- 51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation

- d Total number of other independent contractors each receiving over \$100,000 ▶

- 52 Did the organization complete Schedule A? **Note:** All section 501(c)(3) organizations must attach a completed Schedule A ☐ Yes ☐ No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer		Date			
	Jeffrey D. Stalvey - Deputy Treasurer					
Paid Preparer Use Only	Print/Type preparer's name		Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
	Firm's name ▶		Firm's EIN ▶			
	Firm's address ▶		Phone no. ▶			
	May the IRS discuss this return with the preparer shown above? See instructions <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					

2015**California Exempt Organization
Annual Information Return****199**Calendar Year 2015 or fiscal year beginning (mm/dd/yyyy) **07/01/2015**, and ending (mm/dd/yyyy) **06/30/2016**

Corporation/Organization name

Municipal Water District of Orange County - Water Facilities Corporation

California corporation number

0844386

Additional information. See instructions.

FEIN

9 5 3 5 0 0 7 3 9

Street address (suite or room)

P.O. Box 20895

PMB no.

City

Fountain Valley

State

ca

Zip code

92728

Foreign country name

Foreign province/state/county

Foreign postal code

A First Return ☐ Yes ☒ No

B Amended Return ☐ Yes ☒ No

C IRC Section 4947(a)(1) trust ☐ Yes ☒ No

D Final Information Return?
☐ Dissolved ☐ Surrendered (Withdrawn) ☐ Merged/Reorganized
 Enter date: (mm/dd/yyyy) ● ____ / ____ / ____

E Check accounting method: (1) ☐ Cash (2) ☒ Accrual (3) ☐ Other

F Federal return filed? (1) ☐ 990T (2) ☐ 990PF (3) ☐ Sch H (990)
 (4) ☒ Other 990 series

G Is this a group filing? See instructions. ☐ Yes ☒ No

H Is this organization in a group exemption ☐ Yes ☒ No
 If "Yes," what is the parent's name? _____

I Did the organization have any changes to its guidelines
 not reported to the FTB? See instructions. ☐ Yes ☒ No

J If exempt under R&TC Section 23701d, has the organization
 engaged in political activities? See instructions. ☐ Yes ☒ No

K Is the organization exempt under R&TC Section 23701g?.. ☐ Yes ☒ No
 If "Yes," enter the gross receipts from nonmember sources .. \$ _____

L If organization is exempt under R&TC Section 23701d and
 meets the filing fee exception, check box.
 No filing fee is required. ☐

M Is the organization a Limited Liability Company?..... ☐ Yes ☒ No

N Did the organization file Form 100 or Form 109 to report
 taxable income?..... ☐ Yes ☒ No

O Is the organization under audit by the IRS or has the IRS
 audited in a prior year?..... ☐ Yes ☒ No

P Is federal Form 1023/1024 pending?..... ☐ Yes ☒ No
 Date filed with IRS _____

Part I Complete Part I unless not required to file this form. See General Instructions B and C.

Receipts and Revenues	1	Gross sales or receipts from other sources. From Side 2, Part II, line 8.	●	1	0	00
	2	Gross dues and assessments from members and affiliates	●	2	0	00
	3	Gross contributions, gifts, grants, and similar amounts received	●	3	0	00
	4	Total gross receipts for filing requirement test. Add line 1 through line 3. This line must be completed. If the result is less than \$50,000, see General Instruction B.	●	4	0	00
	5	Cost of goods sold	●	5	00	
	6	Cost or other basis, and sales expenses of assets sold	●	6	00	
	7	Total costs. Add line 5 and line 6.	●	7	0	00
	8	Total gross income. Subtract line 7 from line 4.	●	8	0	00
Expenses	9	Total expenses and disbursements. From Side 2, Part II, line 18	●	9	0	00
	10	Excess of receipts over expenses and disbursements. Subtract line 9 from line 8	●	10	0	00
Filing Fee	11	Total payments	●	11	0	00
	12	Use tax. See General Instruction K	●	12	0	00
	13	Payments balance. If line 11 is more than line 12, subtract line 12 from line 11	●	13	0	00
	14	Use tax balance. If line 12 is more than line 11, subtract line 11 from line 12	●	14	0	00
	15	Filing fee \$10 or \$25. See General Instruction F.	●	15	0	00
	16	Penalties and Interest. See General Instruction J	●	16	0	00
	17	Balance due. Add line 12, line 15, and line 16. Then subtract line 11 from the result	●	17	0	00
Sign Here	Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.					
	Signature of officer ►	Title Deputy Treasurer	Date 8/23/2016	● Telephone (714) 593-5022		
Paid Preparer's Use Only	Preparer's signature ►	Date	Check if self-employed ► <input type="checkbox"/>	● PTIN		
	Firm's name (or yours, if self-employed) and address ►			● FEIN		
				● Telephone ()		
May the FTB discuss this return with the preparer shown above? See instructions <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No						

Part II Organizations with gross receipts of more than \$50,000 and private foundations regardless of amount of gross receipts — complete Part II or furnish substitute information.

Receipts from Other Sources	1 Gross sales or receipts from all business activities. See instructions	●	1	0	00
	2 Interest	●	2		00
	3 Dividends	●	3		00
	4 Gross rents	●	4		00
	5 Gross royalties	●	5		00
	6 Gross amount received from sale of assets (See Instructions)	●	6		00
	7 Other income. Attach schedule	●	7		00
	8 Total gross sales or receipts from other sources. Add line 1 through line 7. Enter here and on Side 1, Part I, line 1		8	0	00
Expenses and Disbursements	9 Contributions, gifts, grants, and similar amounts paid. Attach schedule	●	9		00
	10 Disbursements to or for members	●	10		00
	11 Compensation of officers, directors, and trustees. Attach schedule	●	11		00
	12 Other salaries and wages	●	12		00
	13 Interest	●	13		00
	14 Taxes	●	14		00
	15 Rents	●	15		00
	16 Depreciation and depletion (See instructions)	●	16		00
	17 Other Expenses and Disbursements. Attach schedule	●	17		00
	18 Total expenses and disbursements. Add line 9 through line 17. Enter here and on Side 1, Part I, line 9		18	0	00

Schedule L Balance Sheet

	Beginning of taxable year		End of taxable year	
	(a)	(b)	(c)	(d)
Assets				
1 Cash		0	●	0
2 Net accounts receivable			●	
3 Net notes receivable			●	
4 Inventories			●	
5 Federal and state government obligations			●	
6 Investments in other bonds			●	
7 Investments in stock			●	
8 Mortgage loans			●	
9 Other investments. Attach schedule			●	
10 a Depreciable assets				
b Less accumulated depreciation	()		()	
11 Land			●	
12 Other assets. Attach schedule			●	
13 Total assets		0		0
Liabilities and net worth				
14 Accounts payable			●	
15 Contributions, gifts, or grants payable			●	
16 Bonds and notes payable			●	
17 Mortgages payable			●	
18 Other liabilities. Attach schedule				
19 Capital stock or principal fund			●	
20 Paid-in or capital surplus. Attach reconciliation			●	
21 Retained earnings or income fund			●	
22 Total liabilities and net worth		0		0

Schedule M-1 Reconciliation of income per books with income per return

Do not complete this schedule if the amount on Schedule L, line 13, column (d), is less than \$50,000.

1 Net income per books	●	0	7 Income recorded on books this year not included in this return. Attach schedule	●	0
2 Federal income tax	●		8 Deductions in this return not charged against book income this year. Attach schedule	●	0
3 Excess of capital losses over capital gains	●		9 Total. Add line 7 and line 8		0
4 Income not recorded on books this year. Attach schedule	●		10 Net income per return. Subtract line 9 from line 6		0
5 Expenses recorded on books this year not deducted in this return. Attach schedule	●				
6 Total. Add line 1 through line 5		0			

FEDERAL STATEMENTS
Municipal Water District of Orange County
Water Facilities Corporation
95-3500739
Year 2015

STATEMENT 1

FORM 990EZ, PART IV

LIST OF OFFICERS, DIRECTORS, TRUSTEES, AND KEY EMPLOYEES

Name and Address	Title & average hrs/week devoted to position	Compensation	Contributions to employee benefits & def comp	Expense disbursements & allowances
Brett Barbre [REDACTED]	Director	0	0	0
Sat Tamaribuchi [REDACTED]	Director	0	0	0
Larry Dick [REDACTED]	Director	0	0	0
Joan Finnegan [REDACTED]	Director	0	0	0
Susan Hinman [REDACTED]	Director	0	0	0
Wayne Osborne [REDACTED]	President	0	0	0
Jeffery Thomas [REDACTED]	Vice President	0	0	0

CALIFORNIA STATEMENTS
Municipal Water District of Orange County
Water Facilities Corporation
D-0844386
Year 2015

STATEMENT 1

FORM 199, PART II, LINE 11

LIST OF OFFICERS, DIRECTORS, TRUSTEES, AND KEY EMPLOYEES

Name and Address	Title & average hrs/week devoted to position	Compensation	Contributions to employee benefits & def comp	Expense disbursements & allowances
Brett Barbre [REDACTED]	Director	0	0	0
Sat Tamaribuchi [REDACTED]	Director	0	0	0
Larry Dick [REDACTED]	Director	0	0	0
Joan Finnegan [REDACTED]	Director	0	0	0
Susan Hinman [REDACTED]	Director	0	0	0
Wayne Osborne [REDACTED]	President	0	0	0
Jeffery Thomas [REDACTED]	Vice President	0	0	0



Item No. WFC-2

WFC ACTION ITEM September 21, 2016

TO: Board of Directors, MWDOC Water Facilities Corporation

FROM: Robert Hunter, General Manager Staff Contact: Jeffrey Stalvey

SUBJECT: Annual Reorganization of Board Officers for the MWDOC Water Facilities Corporation

STAFF RECOMMENDATION

Staff recommends that the Board of Directors consider reorganization of Board Officers for the MWDOC Water Facilities Corporation.

COMMITTEE RECOMMENDATION

Committee reviewed this item; a recommendation will be made at the Board meeting.

SUMMARY

In December 2010, the Board of Directors adopted the Amended and Restated By-Laws for the Water Facilities Corporation ("Corporation"). An annual reorganization of Corporation Board Officers shall be conducted in accordance with Article IV., Sections 4.02 and 4.03, as excerpted below.

Section 4.02. Appointment. The officers shall be chosen at the annual meeting each year by the Board of Directors and each shall hold their office until they shall resign, be removed, or otherwise disqualified to serve, or a successor shall be qualified and appointed.

Section 4.03. Term of Office. Unless otherwise determined at the discretion of the Board of Directors, the term of office of the President and Vice President of the Corporation shall be for one year. The term of office of the General Manager, Secretary and Treasurer of the Corporation, respectively, shall coincide with each individual's term of employment with the District.

Currently Director Osborne serves as President and Director Thomas serves as Vice President of the MWDOC Water Facilities Corporation.

**MINUTES OF THE WORKSHOP BOARD MEETING
OF THE BOARD OF DIRECTORS OF
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY (MWDOC)
WITH THE MWDOC MET DIRECTORS**

August 3, 2016

At 8:30 a.m. President Wayne Osborne called to order the Workshop Board Meeting of the Board of Directors of Municipal Water District of Orange County (MWDOC) at the District facilities located in Fountain Valley. Associate General Manager Harvey De La Torre led the Pledge of Allegiance and Secretary Goldsby called the roll.

MWDOC DIRECTORS

Brett R. Barbre*
Larry Dick*
Joan Finnegan
Susan Hinman (via teleconf.)
Wayne Osborne
Sat Tamaribuchi
Jeffrey M. Thomas (absent)

MWDOC STAFF

Robert Hunter, General Manager
Karl Seckel, Assistant General Manager
Joe Byrne, Legal Counsel
Maribeth Goldsby, Board Secretary
Harvey De La Torre, Associate General Mgr.
Joe Berg, Dir. of Water Use Efficiency
Jonathan Volzke, Public Affairs Manager
Melissa Baum-Haley, Sr. Water Resource Analyst
Tiffany Baca, Public Affairs Supervisor

*Also MWDOC MET Directors

OTHER MWDOC MET DIRECTORS

Larry McKenney
Linda Ackerman (absent)

OTHERS PRESENT

Mark Monin
William Kahn
Peer Swan
Doug Reinhart
Paul Weghorst
Jim Fisler
Don Froelich
Saundra Jacobs
Gary Melton
Sue Sims
Richard Eglash
Kelly Rowe
Cathrene Glick

El Toro Water District
El Toro Water District
Irvine Ranch Water District
Irvine Ranch Water District
Irvine Ranch Water District
Mesa Water
Moulton Niguel Water District
Santa Margarita Water District
Yorba Linda Water District
Metropolitan Water District of So. Cal.
Brady & Associates

TELECONFERENCE SITE

Director Hinman attended the meeting via telephone from Montana. All agenda requirements pursuant to the Ralph M. Brown Act were complied with.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED - Determine need and take action to agendize item(s), which arose subsequent to the posting of the Agenda. (ROLL CALL VOTE: Adoption of this recommendation requires a two-thirds vote of the Board members present or, if less than two-thirds of the Board members are present, a unanimous vote.)

No items were presented.

ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING

President Osborne inquired as to whether there were any items distributed to the Board less than 72 hours prior to the meeting with General Manager Hunter responding no items were distributed.

PUBLIC PARTICIPATION/PUBLIC COMMENTS

President Osborne inquired whether any members of the public wished to comment on agenda items.

No items were received.

PRESENTATION/DISCUSSION/INFORMATION ITEMS

INPUT OR QUESTIONS ON MET ISSUES FROM THE MEMBER AGENCIES/MET DIRECTOR REPORTS

President Osborne requested reports from the MET Directors and comments, questions, or input from the audience.

Director Sandra Jacobs (Santa Margarita Water District) referenced a recent presentation at the Southern California Water Committee (SCWC) meeting by Debra Man (Metropolitan) and others, regarding developing water supplies, including recharge, storm water retention, and direct potable reuse. She commented that all of these projects are identified as needed for regional reliability however all of them have the potential for reducing demand on imported water systems, which may impact the MET system.

She noted that in the budget process, the MET Board authorized forming a Committee to study treatment costs, including potentially developing a fixed treatment charge to address stranded assets. Ms. Jacobs requested an updated on the Committee's activities.

Director Barbre commented that although the Committee has not yet met, it is anticipated that it will convene in August or September. He advised that the MET Directors and staff recognize the importance of this issue and will be monitoring it closely; more information will be presented in the coming months.

AB 2909 (LEVINE) – WATER TRANSFER OR EXCHANGE EXPEDITED REVIEW (SUPPORT IF AMENDED)

General Manager Hunter advised that at the July 18, 2016 meeting, the Public Affairs & Legislation Committee (PAL) directed staff to return this item once the expected amendments

were “in print,” however, these amendments were not yet ready. Therefore, Board referred this item back to the August 15, 2016 PAL Committee.

ORANGE COUNTY’S WATER SUPPLY AND PERFORMANCE REPORT FOR MAY 2016

Associate General Manager, Harvey De La Torre, reported on Orange County’s water supply conditions and performance report for May 2016, noting that for the month of May, Orange County saved 22.31%, far exceeding the MWDOC Countywide saving goal of 10%. He also reviewed supply conditions, reservoir storage, snowpack levels, and the Table A State Water Project allocations for 2016 (currently set at 60%).

Discussion ensued, with specific emphasis on the voluntary conservation efforts, snow pack levels, and the effectiveness of the drought outreach campaign. Director Peer Swan (IRWD) suggested the District track the evapotranspiration rates to help evaluate how the conservation savings were working.

The Board received and filed the report.

PRESENTATION BY SUE SIMS (METROPOLITAN) REGARDING MET’S UPCOMING WATER CONSERVATION ADVERTISING AND OUTREACH PROGRAM FOR FISCAL YEAR 2016-17

Ms. Sue Sims (MET) presented information regarding MET’s advertising and outreach campaign, including a recap of the 2015 campaign. Ms. Sims provided an overview of the evolution of MET’s campaign, the campaign timeline, partnerships (e.g., LA Galaxy), and the new slogan and logo (provided in 6 languages), as well as targeted venues (print, radio, digital/mobile apps, banners, and social media). She noted that the proposed budget for the 2016 media efforts would be approximately \$1.9 million and that the materials used will be coordinated with MET’s member agencies.

Responding to an inquiry by SMWD Director Jacobs, Ms. Sims advised that MET is benchmarking the value of its efforts via surveys and focus groups.

President Osborne thanked Ms. Sims for the informative presentation.

The Board received and filed the report.

MWD ITEMS CRITICAL TO ORANGE COUNTY

- a. MET’s Water Supply Conditions
- b. MET’s Finance and Rate Issues
- c. Colorado River Issues
- d. Bay Delta/State Water Project Issues
- e. MET’s Ocean Desalination Policy and Potential Participation by MET in the Doheny Desalination Project
- f. Orange County Reliability Projects
- g. East Orange County Feeder No. 2
- h. South County Projects

The Board received and filed the information as presented.

METROPOLITAN (MET) BOARD AND COMMITTEE AGENDA DISCUSSION ITEMS

- a. Summary regarding July MET Board Meeting
- b. Review Items of significance for the Upcoming MET Board and Committee Agendas

No new information was presented.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 9:30 a.m.

Maribeth Goldsby
Board Secretary

MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
August 6, 2016

At 9:08 a.m., President Osborne called to order the Special Meeting of the Municipal Water District of Orange County Board of Directors at the Westin Hotel, 686 Anton Blvd., Segerstrom Room, 1st Floor, Costa Mesa, California.

MWDOC DIRECTORS

Brett R. Barbre
Larry Dick
Joan Finnegan
Susan Hinman (via teleconference)
Wayne Osborne
Sat Tamaribuchi
Jeffery M. Thomas

STAFF PRESENT

Robert Hunter, General Manager

ALSO PRESENT

No members of the public were present.

PUBLIC COMMENTS

No public comments were received.

TELECONFERENCE SITE

Director Hinman attended the meeting via telephone from Montana. All agenda requirements pursuant to the Ralph M. Brown Act were complied with.

CLOSED SESSIONS ITEM

At 9:10 a.m., the Board adjourned to closed session pursuant to Government Code Section 54957 to conduct the performance evaluation of the General Manager.

**RECONVENE
ANNOUNCEMENTS FROM CLOSED SESSION**

The Board reconvened from closed session at 2:30 p.m., and President Osborne announced that no reportable action was taken in closed session.

ADJOURNMENT

At 2:30 p.m., President Osborne adjourned the special meeting.

Respectfully submitted,

Maribeth Goldsby, Secretary

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
August 17, 2016**

At 8:30 a.m., President Osborne called to order the Regular Meeting of the Municipal Water District of Orange County in the Board Room at the District facilities located in Fountain Valley. Director Thomas led the Pledge of Allegiance and Secretary Goldsby called the roll.

MWDOC DIRECTORS

Brett R. Barbre
Larry Dick
Joan Finnegan
Susan Hinman (via teleconf.)
Wayne Osborne
Sat Tamaribuchi
Jeffery M. Thomas

STAFF

Robert Hunter, General Manager
Karl Seckel, Assistant General Manager
Joe Byrne, Legal Counsel
Maribeth Goldsby, Board Secretary
Melissa Baum-Haley, Sr. Water Resources Analyst

ALSO PRESENT

Larry McKenney
Linda Ackerman
Mark Monin
Doug Reinhart
Jim Fisler
Stacy Taylor
Adam Hutchinson
Ray Miller
Dennis Erdman
Rick Erkeneff
Andy Brunhart
Marc Marcantonio
Kelly Rowe
Richard Eglash

MWDOC MET Director
MWDOC MET Director
El Toro Water District
Irvine Ranch Water District
Mesa Water
Mesa Water
Orange County Water District
San Juan Capistrano
South Coast Water District
South Coast Water District
South Coast Water District
Yorba Linda Water District
Water Resources Consultant
Brady & Associates

TELECONFERENCE SITE

Director Hinman attended the meeting via telephone from Montana. All agenda requirements pursuant to the Ralph M. Brown Act were complied with.

PUBLIC PARTICIPATION/PUBLIC COMMENT

President Osborne announced members of the public wishing to comment on agenda items could do so after the item has been discussed by the Board and requested members of the public identify themselves when called on. Mr. Osborne asked whether there were any comments on other items which would be heard at this time.

Director Mark Monin (ETWD) addressed the Board and asked for their support in his bid to become the 2nd Vice President of ISDOC Executive Committee, highlighting his participation to date.

Director Jim Fisler (Mesa Water), also addressed the Board and asked for their support in his bid to become ISDOC President, highlighting his experience, participation, and plans for the future of ISDOC. He advised that he is currently 1st Vice President, and encouraged support for Sandra Jacobs who is running for that position.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

Determine need and take action to agendize items(s), which arose subsequent to the posting of the Agenda. (ROLL CALL VOTE: Adoption of this recommendation requires a two-thirds vote of the Board members present or, if less than two-thirds of the Board members are present, a unanimous vote.)

No items were received.

ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING

President Osborne inquired as to whether there were any items distributed to the Board less than 72 hours prior to the meeting.

No information was presented.

CONSENT CALENDAR

President Osborne stated all matters under the Consent Calendar would be approved by one MOTION unless a Director wished to consider an item separately.

Upon MOTION by Director Finnegan, seconded by Director Thomas, and carried (7-0), the Board approved the Consent Calendar items as follows. A roll call vote was taken, and Directors Barbre, Dick, Finnegan, Hinman, Osborne, Tamaribuchi and Thomas all voted in favor.

MINUTES

The following minutes were approved.

July 6, 2016 Workshop Board Meeting
July 20, 2016 Regular Board Meeting

COMMITTEE MEETING REPORTS

The following Committee Meeting reports were received and filed as presented.

Planning & Operations Committee Meeting: July 5, 2016
Administration & Finance Committee Meeting: July 13, 2016
Public Affairs & Legislation Committee Meeting: July 18, 2016
Executive Committee Meeting: July 21, 2016
MWDOC/OCWD Joint Planning Committee Meeting: July 27, 2016

TREASURER'S REPORTS

The following items were ratified and approved as presented.

MWDOC Revenue/Cash Receipt Register as of July 31, 2016
MWDOC Disbursement Registers (July/August)

The following items were received and filed as presented.

MWDOC Summary of Cash and Investment and Portfolio Master Summary Report (Cash and Investment report) as of June 30, 2016

PARS Monthly Statement (OPEB Trust)

Water Use Efficiency Projects Cash Flow

FINANCIAL REPORT

The following items were received and filed as presented.

Combined Financial Statements and Budget Comparative for the period ending May 31, 2016

Quarterly Budget Review

APPROVE BOY SCOUT MERIT BADGE SPONSORSHIP

The Board authorized sponsoring the Soil and Water Conservation merit badge offered by Boy Scouts of America, at a cost not to exceed \$5,000.

END CONSENT CALENDAR

ACTION CALENDAR

AUTHORIZE CONTRIBUTION TO THE DISTRICT'S OPEB IRREVOCABLE TRUST

Upon MOTION by Director Barbre, seconded by Directors Thomas and Dick, and carried (7-0), the Board authorized a payment of \$400,000 to the District's Other Post Employee Benefits (OPEB) Irrevocable Trust through Public Agency Retirement Services (PARS) from the General Operations Reserves, the initiation of a new actuarial study, and the subsequent payment of the new unfunded actuarial accrued liability (UAAL) up to an additional \$250,000. A roll call vote was taken, and Directors Barbre, Dick, Finnegan, Hinman, Osborne, Tamaribuchi and Thomas all voted in favor

ADOPT MWDOC/OCWD JOINT RESOLUTION SUPPORTING MAXIMUM WATER SUPPLY RELIABILITY FOR THE ECONOMIC BENEFIT OF OUR SHARED CUSTOMERS, COMMUNITIES, CONSTITUENTS AND CONSUMERS

President Osborne reported that this Resolution was developed as a result of a meeting between representatives from both the MWDOC and OCWD Boards to discuss the relationship between the

agencies and how to improve that relationship. He advised that this “committee” agreed that the common goal should be to supply water to the region and that the first step toward cooperation would be adopting the proposed Resolution, which, he noted, doesn’t entirely solve the communication/cooperation issues, but places the burden on each Board member to make an effort to work with the other agency.

Director Dick (who participated in the meeting) expressed support for the Resolution, noting that although the two agencies operate under different missions (which may contradict from time to time), he supports the leadership outlined and encouraged the Districts to work together to resolve any differences. He highlighted the fact that the Resolution does not mean an automatic support or “rubber stamp” on various projects, but it does create a commitment to do what’s best for the ratepayers.

Director Finnegan commented that the agencies have worked well in the past.

Director Hinman noted that the Resolution was a positive step forward, noting that as MWDOC completes the Reliability Study, a partnership between MWDOC and OCWD is an especially critical element toward improving water supplies and reliability which will impact our ratepayers and economy. She asked whether a minor change could be made and Director Barbre advised that the OCWD Board would be adopting the same Resolution and as the change was not substantive, he would prefer it remain unchanged; Ms. Hinman agreed.

Director Thomas commented that it should be expected that both agencies work together toward a common goal.

General Manager Hunter commented that although he believed the agencies work well together, and that the spirit of the Resolution is good, he cautioned that the Resolution does not include language relative to cost effective or environmentally sound projects, it simply states that the agencies will work toward maximum water supply reliability (which implies no concern for cost). He suggested amending the Resolution to include language regarding cost effectiveness, noting that the OCWD Board does not yet have this Resolution on an agenda for approval so there is time to amend.

President Osborne responded by stating that the issue Mr. Hunter highlights was discussed and both Boards agreed that the goal would be maximum reliability for the region – regardless of the cost. He noted, however, that this does not mean that the District needs to agree with or support all projects, but simply indicates a commitment to work with them. He reiterated that the Districts need to develop a maximum amount of water supply for Orange County.

Director Tamaribuchi expressed concern with the Resolution and could not approve as written, noting he would prefer adding language as Mr. Hunter suggested regarding cost effectiveness.

Director Dick highlighted language included in the Resolution which states “both districts shall work together for the common purpose of sourcing, treating and transmitting safe, reliable, high-quality, affordable water supplies throughout Orange County, “ noting that the word “affordable” addresses the cost-effectiveness concern.

President Osborne reiterated that this Resolution simply builds a consensus, it does not bind the Board into supporting all projects, it simply confirms that MWDOC will work with OCWD, instead of

fighting or resisting them.

Upon MOTION by Director Barbre, seconded by Director Finnegan, and carried (6-1), the Board adopted RESOLUTION NO. 2036 between MWDOC and OCWD to support maximum water supply reliability for the economic benefit of shared customers, communities, constituents and consumers. Said RESOLUTION NO. 206 was adopted by the following roll call vote:

AYES:	Directors Barbre, Dick, Finnegan, Hinman, Osborne & Thomas
NOES:	Director Tamaribuchi
ABSENT:	None
ABSTAIN	None

INFORMATION CALENDAR

GENERAL MANAGER'S REPORT, AUGUST 2016

General Manager Hunter advised that the General Manager's report was included in the Board packet.

Responding to an inquiry by Director Osborne, Assistant General Manager Karl Seckel provided an overview of the Salinity Control Program to consider water conservation savings, which is jointly funded by the federal government and agencies within the Colorado River Basin states.

Mr. Hunter highlighted that MWDOC will be participating in the Coastkeeper's Coastal Clean-Up event to be held Saturday, September 17th in Huntington Beach, noting that Ricki the Raindrop will make his debut appearance.

The Board received and filed the report as presented.

MWDOC GENERAL INFORMATION ITEMS

BOARD OF DIRECTORS

The Board members each reported on their attendance at the regular (and special) MWDOC Board and Committee meetings. In addition to these meetings, the following reports were made on conferences and meetings attended on behalf of the District.

Director Thomas reported on attending the East Orange County Water District meeting, the Tustin City Council meeting, the Planning & Operations Committee, Public Affairs & Legislation, Administration & Finance, and Executive Committee meetings, as well as the MWDOC Board meetings (special and regularly held meetings).

Director Tamaribuchi stated that due to vacations, he would be reporting for both July and August. These meetings included all regularly scheduled MWDOC meetings (except the Board, Administration & Finance, and MWDOC/OCWD Joint Planning Committee meetings), as well as the Ad Hoc Committee re Water Policy Dinners, the Southern California Water Committee Water and Energy event, a meeting with Joe Grindstaff and Jerry Meral, the NWRI meeting, the ISDOC meeting, the ACC-OC meeting, WACO (both July and August), many meetings between MET staff and Coastkeepers, the OCBC Infrastructure Committee, and the CCEEB conference.

Director Barbre reported on attending the following MWDOC related meetings: Executive Committee, Planning & Operations Committee, Public Affairs & Legislation, Administration & Finance Committee meetings, MWDOC Workshop, Special, and Regular Board meetings, the YLWD-City of Yorba Linda Joint Committee, YLWD Citizen's Advisory Committee, the Tustin Councilman Allan Bernstein/ACCOC meeting on water issues, the Ad Hoc Committee on Water Policy Dinners, the YLWD-Golden State-City of Placentia joint committee, the YLWD Board meeting, and the Brea City Council meeting. He also reported on attending the following MET related meetings: a meeting with Paul Camaur (Diemer issues), a meeting with Artun Ereren (Long Beach water issues), the City of Blythe Centennial celebration, the MET Committee meetings (both second week and fourth week), the MET Board meeting, the MWDOC/MET Director meeting, the OC Taxpayer's Association luncheon, a meeting with Pat Scanlon to discuss GSWC issues from the MET perspective, the WACO meeting, the OC Elected Official meeting with Congresswoman Mimi Walters, the MET Caucus, the YLWD Board meeting.

Director Finnegan advised that she attended the Public Affairs & Legislation, Planning & Operations, Administration & Finance, MWDOC/OCWD Joint Planning Committee, and Executive Committee meetings, as well as the MWDO Workshop, Regular and Special Board meetings. She also attended the ISDOC Executive Committee meeting, and the WACO Planning Committee meeting. She announced that she could not attend the CDR meeting and that OCCOG meeting was not held.

Director Dick reported on his attendance at the Executive, MWDOC/OCWD Joint Planning, Planning & Operations, Public Affairs & Legislation, and Administration & Finance Committee meetings, as well as the MWDOC Workshop, Special and Regular Board meetings. He also attended the East Orange County Water District Board meeting, two ACC-OC meetings, ISDOC Executive Committee meeting, OC Taxpayers Association meeting, the Ad Hoc Committee on Water Policy dinners, the WACO meeting, the UGMO meeting, the OC Elected Official meeting with Mimi Walters, and the Garden Grove Chamber of Commerce meeting. He also attended the MET Board and Committee meetings, as well as the MWDOC MET Director meeting, the MET Caucus, and a meeting with Feedy Mares (MET's Interim Assistant General Manager/CFO).

Director Osborne advised that he attended the Planning & Operations, Administration & Finance, Public Affairs & Legislation, and Executive Committee meetings, as well as MWDOC's Workshop, Special, and Regular Board meetings, and the WACO meeting.

Director Hinman advised that she teleconferenced in to all of the publicly noticed MWDOC Board and Committee meetings.

ADJOURNMENT

There being no further business to come before the Board, President Osborne adjourned the meeting at 9:04 a.m.

Respectfully submitted,

Maribeth Goldsby, Secretary

MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF THE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Jointly with the
PLANNING & OPERATION COMMITTEE
August 1, 2016 - 8:35 a.m. to 9:20 a.m.
MWDOC Conference Room 101

P&O Committee:

Director Larry Dick
Director Susan Hinman (via telecon)
Director Finnegan

Staff:

Robert Hunter, Karl Seckel,
Harvey DeLaTorre, Katie Davanaugh,
Jonathan Volzke, Kelly Hubbard,
Colin Eckerle, Joe Berg

Also Present:

Director Wayne Osborne
Director Brett Barbre
MWDOC MET Director, Larry McKenney
MWDOC MET Director, Linda Ackerman
Paul Weghorst, Irvine Ranch Water District
Adam Hutchinson, Orange County Water Dist.

Director Dick called the meeting to order at 8:30 a.m.

Director Hinman participated via telephone conference. All agenda posting requirements pursuant to the Ralph M. Brown Act were complied with.

PUBLIC PARTICIPATION

No comments were received.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

No items were presented.

ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING

No items were distributed.

Mr. De La Torre introduced Colin Eckerle, new MWDOC intern, who will be working for the Engineering and WEROC departments.

DISCUSSION ITEMS

**SUMMARY OF POTENTIAL PROJECTS TO IMPROVE WATER RELIABILITY IN
ORANGE COUNTY**

Mr. Seckel noted that this topic was recently discussed at a workshop meeting with member agencies. A review of the staff report included a list of current projects from the Orange

County Water Reliability Study, a list of potential projects, and the draft conclusions and recommendations which are currently being circulating to member agencies for comment. The Committee reviewed and discussed the conclusions in the staff report pertaining to water supply shortages and MET's responsibilities under those conditions. It was noted that without new investments, water shortages are likely to occur in 8 out of 10 years by the year 2040, which is significant.

Mr. Hunter noted that the OC Water Reliability Study, preliminarily completed at the end of June 2016, specifically did not include an evaluation or ranking of projects included on the master list, as the study is an on-going project that continually assesses the needs of the County. The next phase of the study is anticipated to be completed at the end of August. Paul Weghorst, IRWD, expressed appreciation for MWDOC's collaborative efforts during the study process in involving the member agencies.

Mr. Hunter noted that updates will be provided to the Committee on this topic on a regular basis, as they are available.

From this discussion of member agency projects, Director Barbre requested that IRWD provide a report on their PVID program at a future meeting.

INFORMATION ITEMS

SUMMARY OF RECENT SJBA WORKSHOP ON THE SAN JUAN WATERSHED PROJECT

Mr. Seckel provided an overview of the informational staff report, noting that the San Juan Basin Authority (Authority) has been studying options for a long-term use of the San Juan Watershed for the past 4 years. The July workshop focused on an initial project to construct rubber dams to capture the water. Additionally, incidental recharge of recycled water is another possible alternative for groundwater recharge and has multiple environmental benefits for the local watershed. It was noted that local, State, Federal agency permitting will be required for the project. Inquiries from the Board and participants during the workshop included basis of cost estimates, life of the rubber dams (which ranges from 10-20 years), the basis of the available stormflow for capture and what the implications are of changing precipitation patterns, coordination efforts with the OC Flood Control District, maintenance required for the recharge basins, and species of concern within the streambed location.

The next steps include selection of the CEQA consultant, requests to the local water agencies for potential participation in the project, development of a water rights agreement, completion of the preliminary design report and development of a financing plan.

STATUS REPORTS

- a. Ongoing MWDOC Reliability and Engineering/Planning Projects
- b. WEROC
- c. Water Use Efficiency Projects
- d. Water Use Efficiency Programs Savings and Implementation Report

The informational status reports were received and filed.

**REVIEW OF ISSUES RELATED TO CONSTRUCTION PROGRAMS, WATER USE
EFFICIENCY, FACILITY AND EQUIPMENT MAINTENANCE, WATER STORAGE,
WATER QUALITY, CONJUNCTIVE USE PROGRAMS, EDUCATION, DISTRICT
FACILITIES, and MEMBER-AGENCY RELATIONS**

No information was presented.

ADJOURNMENT

There being no further business to be brought before the Committee, the meeting adjourned at 9:20 a.m.

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF
THE MUNICIPAL WATER DISTRICT OF ORANGE COUNTY**

Jointly with the

ADMINISTRATION & FINANCE (A&F) COMMITTEE

August 10, 2016 – 8:35 a.m. to 9:15 a.m.

MWDOC Conference Room 101

Committee Members:

Director Jeff Thomas, Chair
Director Joan Finnegan
Director Brett Barbre

Staff:

Robert Hunter, Karl Seckel, Melissa Baum-Haley
Katie Davanaugh, Cathy Harris, Ivan Flores,
Hilary Chumpitazi, Jonathan Volzke

Also Present:

Director Wayne Osborne
Director Larry Dick
Andrew Hamilton, Mesa Water
Larry McKenney, MWDOC MET Director
Linda Ackerman, MWDOC MET Director
Randy Fick, Orange County Water District
Bill Kahn, El Toro Water District

Director Thomas called the meeting to order at 8:35 a.m.

It was noted that Director Hinman would be participating via telephone conference. All agenda requirements pursuant to the Ralph M. Brown Act were complied with.

PUBLIC COMMENTS

No comments were received.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

No items were presented.

ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING

No items were distributed.

PROPOSED BOARD CONSENT CALENDAR ITEMS

TREASURER'S REPORT

- a. Revenue/Cash Receipt Report – July 2016
- b. Disbursement Approval Report for the month of August 2016
- c. Disbursement Ratification Report for the month of July 2016
- d. GM Approved Disbursement Report for the month of July 2016
- e. Water Use Efficiency Projects Cash Flow – July 31, 2016
- f. Consolidated Summary of Cash and Investment – June 2016
- g. OPEB Trust Fund monthly statement

Following review of the disbursement register, upon MOTION by Director Barbre, seconded by Director Finnegan, and carried (3-0), the Committee recommended the Treasurer's Report for approval at the August 17, 2016 Board meeting. Directors Barbre, Thomas and Finnegan all voted in favor.

Mr. Hunter noted that staff met with Public agency Retirement Services (PARS) staff on August 9th and a meeting will be scheduled with the Committee in September to review the financial status of the account. He also pointed out that the OPEB liability is approximately 64% funded, while CalPERS is 86%. The investment returns for the PARS account are lower than anticipated and will be reviewed with PARS.

FINANCIAL REPORT

- a. Combined Financial Statements And Budget Comparative For The Period Ending June 30, 2016
- b. Quarterly Budget Review

Upon MOTION by Director Barbre, seconded by Director Finnegan, and carried (3-0), the Committee recommended the Financial Reports for approval at the August 17, 2016 Board meeting. Directors Barbre, Thomas and Finnegan all voted in favor.

DISCUSSION ITEM

REVIEW RESERVE POLICY

The Committee held discussion on the appropriate time to review the Reserve Policy, noting that the budget was recently approved for the current fiscal year which commenced July 1st. Some of the major items for consideration include a potential increase to the OPEB account, appropriate building reserve levels for improvements and necessary repairs, impact from grant projects, draws on reserves for election expenses, reliability study considerations, and others.

Mr. Hunter recommended that a comprehensive review and study be conducted to determine appropriate operating reserve levels. Director Osborne recommended that an Ad Hoc committee be assembled to discuss and report findings and recommendations to the Administration & Finance Committee in December.

Randy Fick, OCWD, inquired what the proposed increase to the general operations would be utilized for, with Director Thomas noting that building and election expenses are significantly high.

INFORMATION ITEMS

SEMI-ANNUAL OVERTIME REPORT

The report was received and filed.

DIRECTORS ACTIVITIES REPORT

The Committee held discussion on the activity report and the itemization of activities, noting that it was somewhat confusing as the per diem totals include health insurance and should be called out separately, rather than being listed as "other Misc meetings and activities".

The reports remainder of the informational reports were received and filed without discussion.

INDIVIDUAL CHARGES DISCLOSURE FORE THE PERIOD JAN-DEC 2015

DEPARTMENT ACTIVITIES REPORTS

- a. Administration
- b. Finance and Information Technology

MONTHLY WATER USAGE DATA, TIER 2 PROJECTION & WATER SUPPLY INFO

EL TORO WATER DISTRICT'S LRP APPLICATION FOR THE PHASE II RECYCLED WATER DISTRIBUTION SYSTEM EXPANSION PROJECT

Bill Kahn, El Toro Water District, thanked MWDOC staff with their assistance in the efforts in processing their LRP application.

OTHER ITEMS

REVIEW ISSUES REGARDING DISTRICT ORGANIZATION, PERSONNEL MATTER, EMPLOYEE BENEFITS, FINANCE AND INSURANCE

No information was presented.

ADJOURNMENT

There being no further business to be brought before the Committee, the meeting adjourned at 9:15 a.m.

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY**

Jointly with the
PUBLIC AFFAIRS AND LEGISLATION COMMITTEE

August 8, 2016 - 8:30 a.m. to 9:25 a.m.
MWDOC Conference Room 101

Committee:

Director Brett Barbre
Director Susan Hinman
Director Sat Tamaribuchi

Staff:

Karl Seckel, Heather Baez, Laura Loewen,
Jonathan Volzke, Pat Meszaros,
Tiffany Baca, Harvey De La Torre

Also Present:

Joan Finnegan, MWDOC Director
Wayne Osborne, MWDOC Director
Linda Ackerman, MWDOC MET Director
Dick Ackerman, Ackerman Consulting
John Lewis, Lewis Consulting
Syrus Devers, BBK
Jim Leach, Santa Margarita W.D.
Lori Kiesser, OC Dept. of Ed.
Damon Micalizzi, YLWD
Tim Jemal

Chair Tamaribuchi called the meeting to order at 8:30 a.m.

PUBLIC PARTICIPATION

No items were presented.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

No items were presented.

ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING

No items were presented.

DISCUSSION ITEMS

LEGISLATIVE ACTIVITIES

a. Federal Legislative Report (Barker)

No items were presented.

b. State Legislative Report (BBK)

Mr. Devers reported that SB 1298 (Hertzberg) as amended only addresses stormwater and recent amendments made it a non-fiscal bill. AB 2909 (Levine) was amended but still does not

include all amendments so Mr. Devers stated that MWDOC tried to support it but the author didn't produce a bill warranting support. While the Legislature is on break, activity on the "California Water Fix" heated up. The State Water Resources Control Board (SWRCB) is entering a critical phase on the Fix. The DWR is preparing to submit its responses to comments on the EIR/EIS and hopes to complete this process by Fall and have a Record of Decision on the federal EIS this year. Secondly, the SWRCB opened the first of two hearings that will eventually lead to state agency approval of the Fix. Finally, the state and federal agencies are preparing a draft Biological Opinion under the state and federal endangered species laws. Mr. Devers reported that the recent hearing at SWRCB was highly technical.

Discussion continued with Director Barbre stating that it was a brilliant and strategic move on the part of the Governor to hire Bruce Babbitt to help guide the Fix through the coming challenges. Director Barbre inquired whether he expects that we will have some kind of resolution by the end of the year to which Mr. Devers responded that we must get some resolution by the end of the year before President Obama leaves office, or we will have to start over educating a new administration.

c. County Legislative Report (Lewis)

Mr. Lewis reported that with regard to a term limit change, at both the July 12 and July 26 Board of Supervisor meetings, Supervisor Shawn Nelson fell short of the three votes necessary to place the measure on the November 6 ballot.

d. Legal and Regulatory Report (Ackerman)

The report was received and filed.

e. MWDOC Legislative Matrix

f. Metropolitan Legislative Matrix

The reports were received and filed.

ACTION ITEMS

AB 2909 (LEVINE) – WATER TRANSFER OR EXCHANGE, EXPEDITED REVIEW

Mr. Hunter introduced this item and stated that the Board, at its July 18 meeting, asked that this bill be brought back after amendments were made. Since the author could be working on this for another week, Mr. Hunter asked the Board if they wanted to see it again on another board agenda to which they responded they did not. Mr. Devers stated that MWDOC was ready to support a good bill.

APPROVE BOY SCOUT MERIT BADGE SPONSORSHIPS

Mr. Hunter stated that the 2016-17 MWDOC budget included \$5,000 to sponsor the Boy Scouts' Soil and Water Conservation merit badge in the Orange County District. Mr. Volzke summarized the requirements for the badge which include a combination of lessons about soil, nutrients, soil erosion, water sheds, water supply and water treatment, along with a tour of water-treatment facility and hands-on activities such as native plantings. MWDOC and scouting officials will plan

“merit badge in a day” events at which Scouts can accomplish the “classroom” portion of the merit badge and tour a water/wastewater facility, accomplishing seven of the eight requirements for the Soil and Water Conservation badge in a single day. The goal for each daylong event is 50 to 80 scouts. MWDOC plans to work with its member agencies, who will each host a Saturday session. The program will also create an additional partnership between MWDOC and its member agencies.

Discussion continued with Director Hinman inquiring whether there are other youth related groups asking for sponsorships to which Mr. Volzke responded that we reached out to the Girl Scouts and hope to have opportunities with Boys and Girls Clubs and other groups. Mr. Hunter reiterated that any sponsorships must be presented, discussed and approved in the budget process to be considered.

Director Hinman asked that at the completion of the program, it would be helpful for the Board to get a report back on how many Boy Scouts participated and where. Mr. Volzke indicated that Board will be informed about individual events. Director Barbre stated that he couldn't find the Boy Scouts in the budget. Mr. Volzke responded that it was called out in backup material. Mr. Hunter stated we'd research it.

Upon MOTION by Director Hinman, seconded by Director Barbre, and carried (3-0), the Committee recommended sponsoring the Soil and Water Conservation merit badge offered by Boy Scouts of America (with the caveat that an overview of Boy Scouts served be provided) at the August 17, 2016 Board meeting. Directors Hinman, Tamaribuchi and Barbre all voted in favor.

INFORMATION ITEMS

INSPECTION TRIP SCHEDULE 2016-17

Dir. Hinman inquired about potential candidates being invited on a tour, as well as Community groups – HOAs, and community clubs. She stated further that the value of the tour is extensive and it's important for us to reach additional people who are active in their communities. Ms. Baca stated that we do try to invite groups who will complement each other. Director Dick stated that we have better success with tour guests now that Ms. Baca is involved. Director Tamaribuchi stated that it's up to each of us on the Board to reach out to our community leaders.

UPDATE ON POTENTIAL SAN JUAN CAPISTRANO UTILITIES CONSOLIDATION

Mr. Hunter noted that the City Council on August 2 voted unanimously to request that LAFCO launch a Municipal Services Review on whether another agency could assume the City's utilities department. The City's Utilities Commission on July 6 approved a list of 12 criteria for consideration during the study. Mr. Hunter remarked that it will be an interesting process to see how this works out.

UPDATE ON WATER POLICY DINNER

Mr. Hunter stated that staff invited the two candidates for California's U.S. Senate seat, Loretta Sanchez and Kamala Harris, to speak at an upcoming Water Policy Dinner. Sanchez's staff was

open to the idea, while Harris' office declined the invitation. We are also looking at several other speakers.

PUBLIC AFFAIRS ACTIVITIES REPORT

Director Barbre would like to revisit the high school program and get an update next month. Director Tamaribuchi mentioned that it would be helpful to get the schedule of events earlier this year to be able to plan on attending. Mr. Volzke stated that we have 20 high schools signed up.

The reports were received and filed.

OTHER ITEMS

REVIEW ISSUES RELATED TO LEGISLATION, OUTREACH, PUBLIC INFORMATION ISSUES, AND MET

No items were presented.

ADJOURNMENT

There being no further business to be brought before the Committee, the meeting adjourned at 9:25 a.m.

MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF THE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
jointly with the
EXECUTIVE COMMITTEE
August 18, 2016, 8:30 a.m. to 10:30 a.m.
Conference Room 102

Committee:

Director Osborne, President
Director Barbre, Vice President
Director Dick

Staff:

R. Hunter, M. Goldsby

Also Present:

Director Tamaribuchi
Director Finnegan

At 8:30 a.m., President Osborne called the meeting to order.

PUBLIC PARTICIPATION

No public comments were received.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

No comments were received.

ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING

At the beginning of the meeting, Staff distributed the draft agendas for the September Committee meetings.

EXECUTIVE COMMITTEE PROPOSALS FOR FUTURE AGENDAS

The Committee reviewed and discussed the draft agendas for each of the Committee meetings and made revisions/additions as noted below.

a. Planning & Operations Committee Meeting

Committee discussed the agenda item regarding MET's Emergency Storage Requirements, and the Committee asked that staff include information on the status of MET's 7-day supply requirement in the write up.

Discussion ensued regarding the Delta Fix, MWDOC's efforts with CoastKeepers, and the need to involve the environmental community with the Delta Fix discussions.

Director Dick referenced the floods in Baton Rouge and suggested staff provide a brief presentation on lessons learned and the reasons why FEMA wasn't actively involved.

b. Workshop Board Meeting

Discussion was held regarding the Carson Regional Recycling Project, noting that although it's a great project, it may be moving too fast. It was noted that the entire financial burden for the project should not be on MET.

Director Dick commented that he would appreciate if the MWDOC Board provided input on how the Board would like the MET delegation to focus/lead others with respect to Local Resources Program projects.

c. Administration & Finance Committee

It was noted that President Osborne would make a nomination on who the next Water Facilities Corporation President should be.

Staff advised that the Reserve Policy would be further discussed in October.

d. Public Affairs & Legislation Committee

The Committee discussed potential legislation regarding conflict of interests, and CSDA's involvement.

e. Executive Committee

No new items were added to the agenda.

MEMBER AGENCY RELATIONS

Director Osborne commented that the ad hoc committee that met with representatives from OCWD regarding the District's relationship, etc. suggested that the MWDOC/OCWD Joint Planning Committee may want to meet more regularly; the MWDOC Committee believed that quarterly was sufficient.

DISCUSSION REGARDING UPCOMING ACTIVITIES OF SIGNIFICANCE

Mr. Hunter reported on the agenda for the upcoming meeting with the South County agencies (Reserve Policy, long-term framework, reliability study, and MET's fixed treatment fees).

The Committee also discussed litigation between IRWD and OCWD.

GENERAL MANAGER'S REPORTS

Mr. Hunter announced that the District received the Transparency Certificate of Excellence Award from CSDA; Committee suggested Mr. Palmer make this presentation at the next Board meeting.

Mr. Hunter also presented information regarding the upcoming election, he reviewed the Administrative Code Section regarding Political Activities and the restrictions on staff.

Also with respect to the upcoming election, Mr. Hunter referenced the recent WACO Planning Committee meeting wherein they discussed inviting the State delegation as well as the Board of Supervisors to make statements prior to the election. The Committee suggested Mr. Hunter confer with Mr. Froelich (WACO Chair) suggesting this occur sometime after the election, maybe February 2017.

REVIEW AND DISCUSS DISTRICT AND BOARD ACTIVITIES

No new information was presented.

ADJOURNMENT

There being no further business to be brought before the Committee, the meeting adjourned at 10:20 a.m.

Municipal Water District of Orange County
REVENUE / CASH RECEIPT REPORT
August 2016

WATER REVENUES

Date	From	Description	Amount
08/01/16	City of Newport Beach	June 2016 Water deliveries	139,079.42
08/01/16	City of La Palma	June 2016 Water deliveries	89,168.91
08/08/16	City of Garden Grove	June 2016 Water deliveries	185,890.87
08/10/16	El Toro Water District	June 2016 Water deliveries	733,413.07
08/10/16	City of Westminster	June 2016 Water deliveries	92,003.84
08/11/16	Laguna Beach County Water District	June 2016 Water deliveries	324,625.20
08/11/16	City of Orange	June 2016 Water deliveries	463,523.42
08/12/16	Santa Margarita Water District	June 2016 Water deliveries	2,381,002.33
08/15/16	South Coast Water District	June 2016 Water deliveries	457,808.00
08/15/16	Orange County Water District	June 2016 Water deliveries	4,456,404.05
08/15/16	East Orange County Water District	June 2016 Water deliveries	406,377.62
08/15/16	Irvine Ranch Water District	June 2016 Water deliveries	1,178,787.47
08/15/16	Santiago Aqueduct Commission	June 2016 Water deliveries	160,622.00
08/15/16	Moulton Niguel Water District	June 2016 Water deliveries	2,229,789.59
08/15/16	Yorba Linda Water District	June 2016 Water deliveries	469,044.21
08/15/16	Golden State Water Company	June 2016 Water deliveries	279,105.12
08/18/16	Serrano Water District	July 2016 Water deliveries	82,999.62
08/22/16	City of Newport Beach	July 2016 Water deliveries	78,883.82
08/25/16	Trabuco Canyon Water District	July 2016 Water deliveries	17,891.48
08/26/16	City of Huntington Beach	July 2016 Water deliveries	1,163,145.31
08/26/16	City of Brea	July 2016 Water deliveries	254,892.01
08/29/16	City of Fountain Valley	July 2016 Water deliveries	190,701.87
08/29/16	City of Seal Beach	July 2016 Water deliveries	271,404.74
TOTAL REVENUES			\$ 16,106,563.97

**Municipal Water District of Orange County
REVENUE / CASH RECEIPT REPORT
August 2016**

MISCELLANEOUS REVENUES

Date	From	Description	Amount
08/31/16	Paypal	5/20/16 OC Water Summit	251.86
08/29/16	City of Santa Ana	5/20/16 OC Water Summit	390.00
08/04/16	Darcy Burke	July 2016 COBRA insurance premium	1,293.82
08/30/16	Stan Sprague	September 2016 Retiree Health insurance	211.41
08/08/16	Cathy Harris	Movie tickets	51.00
08/15/16	Christina Fuller	Movie tickets	8.50
08/16/16	Christina Fuller	Movie tickets	25.50
08/23/16	Katie Davanaugh	Movie tickets	17.00
08/25/16	Joe Berg	Movie tickets	85.00
08/03/16	US Treasury	Refund for determination letter application fee returned to MWDOC in error	2,500.00
08/16/16	Autumn Print group	Refund for misprinted signs	103.68
08/05/16	PDC Interiors	Reimbursement for damage to MWDOC cart	142.99
08/29/16	Katie Davanaugh	Reimbursement for personal copies	2.28
08/15/16	City of Newport Beach	May 2016 Smartimer rebate program	450.00
08/05/16	City of Huntington Beach	June 2016 Smartimer rebate program	49.99
08/12/16	City of Fullerton	June 2016 Smartimer rebate program	75.00
08/12/16	El Toro Water District	June 2016 Smartimer rebate program	75.00
08/17/16	Irvine Ranch Water District	June 2016 Smartimer rebate program	75.00
08/04/16	Irvine Ranch Water District	May 2016 Turf Removal rebate program	162,053.00
08/12/16	City of Tustin	June 2016 Turf Removal rebate program	8,395.68
08/26/16	City of San Clemente	June 2016 Turf Removal rebate program	111.00
08/30/16	Irvine Ranch Water District	June 2016 Turf Removal rebate program	263,000.00
08/01/16	Moulton Niguel Water District	June 2016 Smartimer and Turf Removal rebate program	682,495.61
08/03/16	Laguna Beach County Water District	June 2016 Smartimer and Turf Removal rebate program	1,041.00
08/05/16	City of Tustin	May 2016 Smartimer and Turf Removal rebate program	17,063.91
08/15/16	Santa Margarita Water District	June 2016 Smartimer and Rotating Nozzle rebate program	1,063.49
08/01/16	Moulton Niguel Water District	June 2016 So Cal Watersmart Residential rebate program	800.00
08/12/16	Trabuco Canyon Water District	June 2016 So Cal Watersmart Residential rebate program	150.00
08/15/16	Santa Margarita Water District	June 2016 So Cal Watersmart Residential rebate program	2,640.00
08/17/16	Irvine Ranch Water District	June 2016 So Cal Watersmart Residential rebate program	6,254.38
08/17/16	Department of Water Resources	Retention for Industrial Water Use Reduction program	40,479.67
08/23/16	Irvine Ranch Water District	Turf Rebate refund	107,198.00
08/05/16	City of Fullerton	Water Loss Control technical assistance - WSO, Inc.	9,432.00
08/22/16	City of Newport Beach	Water Loss Control technical assistance - WSO, Inc.	9,432.00
08/26/16	City of Huntington Beach	Water Loss Control technical assistance - WSO, Inc.	48,672.00
08/15/16	City of Newport Beach	Printing of Sunset Waterwise booklet	157.24
08/12/16	City of Fullerton	Jan-Jun 2016 School billing	7,506.80
08/16/16	City of Santa Ana	Jan-Jun 2016 School billing	29,820.60
08/08/16	East Orange County Water District	Addition to the Choice School Program FY 15-16	200.75
08/08/16	Golden State Water Company	Addition to the Choice School Program FY 15-16	1,434.45
08/10/16	City of Westminster	Addition to the Choice School Program FY 15-16	65.70
08/12/16	City of Brea	Addition to the Choice School Program FY 15-16	284.70
08/22/16	City of Orange	Addition to the Choice School Program FY 15-16	171.55
08/25/16	City of Garden Grove	Addition to the Choice School Program FY 15-16	343.10
08/26/16	City of Tustin	Addition to the Choice School Program FY 15-16	1,580.45
08/29/16	City of Fountain Valley	Addition to the Choice School Program FY 15-16	459.90
08/31/16	City of Buena Park	Addition to the Choice School Program FY 15-16	1,894.35
08/17/16	Irvine Ranch Water District	Apr-Jun 2016 Landscape Performance Certification program	3,751.50
08/01/16	City of Garden Grove	FY 16-17 Annual Retail Service Connection charge	367,941.90
08/01/16	City of La Palma	FY 16-17 Annual Retail Service Connection charge	47,599.65
08/01/16	Golden State Water Company	FY 16-17 Annual Retail Service Connection charge	450,658.20
08/01/16	South Coast Water District	FY 16-17 Annual Retail Service Connection charge	132,089.85
08/03/16	City of Westminster	FY 16-17 Annual Retail Service Connection charge	220,981.95
08/03/16	Santa Margarita Water District	FY 16-17 Annual Retail Service Connection charge	570,637.35

Municipal Water District of Orange County
REVENUE / CASH RECEIPT REPORT
August 2016

MISCELLANEOUS REVENUES

Date	From	Description	Amount
08/04/16	City of La Habra	FY 16-17 Annual Retail Service Connection charge	151,110.00
08/05/16	City of Fountain Valley	FY 16-17 Annual Retail Service Connection charge	182,985.45
08/05/16	East Orange County Water District	FY 16-17 Annual Retail Service Connection charge	228,121.35
08/08/16	City of Buena Park	FY 16-17 Annual Retail Service Connection charge	205,093.50
08/08/16	City of Newport Beach	FY 16-17 Annual Retail Service Connection charge	285,740.25
08/08/16	Moulton Niguel Water District	FY 16-17 Annual Retail Service Connection charge	577,141.65
08/09/16	Irvine Ranch Water District	FY 16-17 Annual Retail Service Connection charge	1,114,786.65
08/15/16	SOCWA	WEROC Funding for FY 16-17	11,430.00
08/16/16	City of Santa Ana	WEROC Funding for FY 16-17	11,430.00
08/19/16	City of Fullerton	WEROC Funding for FY 16-17	11,430.00
08/24/16	Orange County Water District	WEROC Funding for FY 16-17	75,195.00
08/25/16	Orange County Sanitation District	WEROC Funding for FY 16-17	29,475.00

TOTAL MISCELLANEOUS REVENUES **\$ 6,087,608.61**

TOTAL REVENUES \$ 22,194,172.58

Robert J. Hunter, General Manager

Hilary Chumpitazi, Treasurer

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of September 2016**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
Core Expenditures:		
	Richard Ackerman	
1115	August 2016 Consulting for legal & regulatory matters	975.00
	*** Total ***	975.00
	Aleshire & Wynder LLP	
38530	July 2016 Legal services	337.80
38944	August 2016 Legal services	1,036.00
	*** Total ***	1,373.80
	ALTA FoodCraft	
516081275	8/12/16 Coffee & tea supplies	223.13
	*** Total ***	223.13
	Arcadis US, Inc.	
0796474	June 2016 Services for development of Urban Water Management plan	90,635.90
	*** Total ***	90,635.90
	Association of California Cities - Orange County	
1662	FY16-17 Annual membership dues	5,000.00
	*** Total ***	5,000.00
	Best Best and Krieger LLP	
55401-JUL16	July 2016 Legal services	13,435.57
777817	July 2016 State legislative advocacy services	8,115.87
	*** Total ***	21,551.44
	Black & Veatch	
1230070	July-August 2016 Engineering and operations assistance on pipelines in Orange County	24,993.13
	*** Total ***	24,993.13
	CDM Smith	
80562382/20	7/1/16-8/31/16 Engineering services for Water Reliability Investigation	7,303.00
	*** Total ***	7,303.00
	Constant Contact Inc.	
XR8WAE CAB23816	October 2016-September 2017 E-mail marketing service	2,478.00
	*** Total ***	2,478.00
	Costco	
329088569	2016 Annual membership renewal	110.00
	*** Total ***	110.00
	CSU Fullerton	
AR165558	1st Quarter FY 16/17 CDR Support	9,992.88
	*** Total ***	9,992.88

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of September 2016**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<i>Dissinger Associates</i>	
AP-MWD-JUN16	2014 & 2015 Pension administration fees	4,050.00
	*** Total ***	4,050.00
	<i>Gladwell Governmental Services, Inc.</i>	
3528	August 2016 Records management services	1,500.00
	*** Total ***	1,500.00
	<i>GovConnection, Inc.</i>	
54030973	Upgraded Cisco firewall	3,597.27
54048192	Smartnet maintenance for Cisco firewall	621.79
	*** Total ***	4,219.06
	<i>Humanscale Corporation</i>	
2184763	1 Freedom task chair with headrest	599.00
	*** Total ***	599.00
	<i>Immersiv Media, Inc.</i>	
-19(MWDOC2016)	July-September 2016 MWDOC website hosting & maintenance	525.00
	*** Total ***	525.00
	<i>James C. Barker, P.C.</i>	
105-0816	August 2016 Federal legislative advocacy services	8,000.00
	*** Total ***	8,000.00
	<i>Jungle Promotions</i>	
529347	500 Promotional Frisbees	689.45
	*** Total ***	689.45
	<i>Lewis Consulting Group, LLC</i>	
2016-140	August 2016 Consulting services	3,875.00
	*** Total ***	3,875.00
	<i>Edward G. Means III</i>	
MWDOC-1040	August 2016 Support on Metropolitan issues & strategic guidance to Engineering department	2,158.48
	*** Total ***	2,158.48
	<i>Mission RCD</i>	
2068	July 2016 Turf Removal program surveys and audits	4,744.15
2075	August 2016 Turf Removal program surveys and audits	2,318.70
	*** Total ***	7,062.85

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of September 2016**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	Office Solutions	
I-01009214	8/17/16 Office supplies	49.66
I-01009557	8/17/16 Office supplies	33.30
I-01010842	8/19/16 Office supplies	155.26
I-01010864	8/19/16 Office supplies	6.48
I-01020495	9/6/16 Office supplies	249.31
	*** Total ***	494.01
	Orange County Water District	
16595	July 2016 50% of WACO expense	227.50
16599	MWDOC Shared costs for completion of fire alarm system installation	598.08
16640	July 2016 Postage, shared office & maintenance expense	6,775.71
	*** Total ***	7,601.29
	Patricia Kennedy Inc.	
20966	September 2016 Plant maintenance	214.00
	*** Total ***	214.00
	Tracker, Division of C2,LLC	
08-02730	August 2016-July 2017 Annual subscription fee for investment software	2,340.00
	*** Total ***	2,340.00
	U. S. HealthWorks Medical Group	
2966142-CA	8/8/16 Pre-employment exam	160.00
	*** Total ***	160.00
	USAFact Inc.	
6082020	8/9/16 Pre-employment background check	41.38
	*** Total ***	41.38
	Vavrinek, Trine, Day & Co., LLP	
0127179-IN	July 2016 Services for FY 15/16 audit	7,000.00
	*** Total ***	7,000.00
	Water Systems Optimization, Inc.	
1054	6/30/16-7/31/16 Water Loss Control program	1,140.00
	*** Total ***	1,140.00
	WaterWise Consulting, Inc.	
4717	August 2016 Turf Removal program surveys and audits	1,665.00
	*** Total ***	1,665.00
	The Westin South Coast Plaza	
18553-080616	Facility for offsite 8/6/16 Special Board meeting	2,238.83
	*** Total ***	2,238.83
	Total Core Expenditures	<hr/> 220,209.63

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of September 2016**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
Choice Expenditures:		
	Chambers Group Inc.	
30913	July 2016 Baseline environmental monitoring for Doheny Ocean Desal project	4,822.50
	*** Total ***	4,822.50
	Geoscience Support Services	
15025-16-03	July 2016 Doheny Ocean Desal slant well decommissioning	5,031.50
15025-16-04	August 2016 Doheny Ocean Desal slant well decommissioning	4,866.00
	*** Total ***	9,897.50
	Orange County Water District	
16640	July 2016 Postage for Water Use Efficiency rebate programs	190.15
	*** Total ***	190.15
	Top Hat Productions	
92000	8/31/16 Lunch for Water Loss Control workgroup meeting	613.98
	*** Total ***	613.98
	Total Choice Expenditures	<hr/> 15,524.13
Other Funds Expenditures:		
	FacilityDude.com	
R-106853	August 2016-July 2017 Annual renewal for Crisis Plan application	6,750.00
	*** Total ***	6,750.00
	Fry's Electronics	
21556687	8/18/16 Computer supplies for WEROC S. EOC	37.79
	*** Total ***	37.79
	Mission RCD	
2067	July 2016 Field verifications for rebate programs	19,304.30
2076	August 2016 Field verifications for rebate programs	19,063.05
	*** Total ***	38,367.35
	Orange County Fire Protection	
295092	8/2/16 Fire extinguisher service for WEROC S. EOC	43.50
295559	8/4/16 Fire extinguisher service for WEROC N. EOC	99.26
	*** Total ***	142.76

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of September 2016**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<i>Water Systems Optimization, Inc.</i>	
1054	6/30/16-7/31/16 Water Loss Control program	18,200.00
1068	8/1/16-8/31/16 Water Loss Control program	10,355.00
	*** Total ***	28,555.00
	<i>Total Other Funds Expenditures</i>	<hr/> 73,852.90
	<i>Total Expenditures</i>	<hr/> <hr/> 309,586.66

**Municipal Water District of Orange County
Disbursement Ratification Report
For the month of August 2016**

<i>Check #</i>	<i>Date</i>	<i>Vendor # Invoice/CM #</i>	<i>Name / Description</i>	<i>Net Amount</i>
Core Disbursements:				
135818	8/3/16	TIMEWA 5210-AUG16	Time Warner Cable August 2016 Telephone and internet expense ***Total ***	1,280.57 1,280.57
135821	8/3/16	VERIZO 9769239440	Verizon Wireless July 2016 4G Mobile broadband unlimited service ***Total ***	76.02 76.02
135830	8/15/16	IRONMO MWM7126	Iron Mountain August 2016 Archived document storage fees ***Total ***	372.62 372.62
135837	8/15/16	TIMEWA 3564-AUG16	Time Warner Cable August 2016 Telephone expense for 4 analog fax lines ***Total ***	143.40 143.40
135839	8/15/16	USBANK 4140/5443-JUL16	U.S. Bank 6/22/16-7/22/16 Cal Card charges ***Total *** (See attached sheet for details)	8,398.78 8,398.78
135840	8/15/16	VANDYK 073016	Corinne Van Dyke July 2016 Business expense ***Total ***	21.92 21.92
135841	8/15/16	VOLZKE 073116	Jonathan Volzke July 2016 Business expense ***Total ***	424.01 424.01
ACH002101	8/15/16	ACKEEX 073116	Linda Ackerman July 2016 Business expense ***Total ***	45.36 45.36
ACH002103	8/15/16	KANZLE 073116	Andrew Kanzler July 2016 Business expense ***Total ***	37.48 37.48
ACH002104	8/15/16	BARBRE 073116	Brett Barbre July 2016 Business expense ***Total ***	223.02 223.02
ACH002107	8/15/16	DICKEY 073116	Larry Dick July 2016 Business expense ***Total ***	172.80 172.80

**Municipal Water District of Orange County
Disbursement Ratification Report
For the month of August 2016**

<i>Check #</i>	<i>Date</i>	<i>Vendor # Invoice/CM #</i>	<i>Name / Description</i>	<i>Net Amount</i>
ACH002110	8/15/16	FINNEG 073116	Joan Finnegan July 2016 Business expense ***Total ***	125.30 125.30
ACH002115	8/15/16	HINMAN 073116	Susan Hinman July 2016 Business expense ***Total ***	161.50 161.50
ACH002116	8/15/16	HUNTER 062216	Robert J. Hunter June 2016 Business expense ***Total ***	73.60 73.60
ACH002117	8/15/16	LOEWEN 073116	Laura Loewen July 2016 Business expense ***Total ***	58.76 58.76
ACH002128	8/31/16	BAEZHE 083116	Heather Baez July-August 2016 Business expense ***Total ***	113.90 113.90
ACH002131	8/31/16	THOMAS 073116	Jeffery Thomas July 2016 Business expense ***Total ***	101.52 101.52
Total Core Disbursements				11,830.56

Choice Disbursements:

135844	8/19/16	SDGE 7768-JUL16	San Diego Gas and Electric 6/20/16-7/20/16 Electric service for Doheny Ocean Desal project ***Total ***	159.81 159.81
135946	8/31/16	SDGE 7768-AUG16	San Diego Gas and Electric 7/20/16-8/18/16 Electric service for Doheny Ocean Desal project ***Total ***	177.01 177.01
Total Choice Disbursements				336.82

**Municipal Water District of Orange County
Disbursement Ratification Report
For the month of August 2016**

Check #	Date	Vendor # Invoice/CM #	Name / Description	Net Amount
Other Funds Disbursements:				
135817	8/3/16	ATTEOC	AT&T	
		4492-JUL16	July 2016 WEROC S. EOC telephone expense	239.79
		8200-JUL16	July 2016 WEROC N. EOC telephone expense	185.99
		0532-JUL16	July 2016 WEROC N. EOC dedicated phone line	64.63
			***Total ***	490.41
135819	8/3/16	TURFRP	Turf Removal Program	
		TR6-MNT-9569-27500	R. Isaac (Re-issue)	598.00
			***Total ***	598.00
135821	8/3/16	VERIZO	Verizon Wireless	
		9769239440	July 2016 4G Mobile broadband unlimited service	38.01
			***Total ***	38.01
135822	8/9/16	TURFRP	Turf Removal Program	
		TR5W-GSWC-5313	M. Slaney (Re-issue)	5,958.00
135823	8/9/16	TR6-O-9697-741	P. Felkner (Re-issue)	2,008.05
			***Total ***	7,966.05
135825	8/15/16	ATTUVEOC	AT&T	
		8599-AUG16	August 2016 U-verse internet service for WEROC N. EOC	55.00
			***Total ***	55.00
135839	8/15/16	USBANK	U.S. Bank	
		4140-JUL16	6/22/16-7/22/16 Cal Card charges	991.00
			***Total ***	991.00
			(See attached sheet for details)	
ACH002118	8/15/16	MESAWA	Mesa Water	
		JUN2016	June 2016 Credit for Local Resources program	44,800.40
			***Total ***	44,800.40
ACH002125	8/15/16	HAGESH	Shenandoah Hage	
		073116	July 2016 Business expense	74.74
			***Total ***	74.74
135843	8/17/16	TURFRP	Turf Removal Program	
		TR6-IRWD-9119-13781	J. Alano (Re-issue)	598.00
			***Total ***	598.00
135845	8/19/16	TURFRP	Turf Removal Program	
		TR7-C-O-3111-3050A	RMHCSC (Ronald McDonald House) (Orange)	4,732.00
135846	8/19/16	TR6-TUST-10139-13291-ADJ	G. Rowell	3,371.00
135847	8/19/16	TR5-IRWD-220-ADJ	C. Jameson	70.67
135848	8/19/16	TR5W-IRWD-5436-ADJ	3000 the Plaza HOA (Irvine)	9,844.00
135849	8/19/16	TR5-LB-026-ADJ	R. Martinez	396.00

**Municipal Water District of Orange County
Disbursement Ratification Report
For the month of August 2016**

Check #	Date	Vendor # Invoice/CM #	Name / Description	Net Amount
135850	8/19/16	TR7-IRWD-23776-14551	D. Mallonee	513.64
135851	8/19/16	TR7-MNT-23514-1-ADJ	Riviera at Bear Brand (Laguna Niguel)	5,500.00
135852	8/19/16	TR7-MNT-24035-23736-ADJ	Niguel Vista HOA (Laguna Niguel)	8,375.00
135853	8/19/16	TR7-MNT-24930-19	S. Goodrich	1,380.00
135854	8/19/16	TR7-MNT-24950-27542	C. Fernandez	684.00
135855	8/19/16	TR7-R-ETWD-4764-4683	K. Coburn	2,454.00
135856	8/19/16	TR7-R-IRWD-1981-1917	J. Allison	4,542.00
135857	8/19/16	TR7-R-IRWD-2027-1970	W. Zhuang	504.00
135858	8/19/16	TR7-R-IRWD-4232-4156	Q. Chen	4,061.11
135859	8/19/16	TR7-R-IRWD-4259-4178	T. Schieder	3,358.00
135860	8/19/16	TR7-R-IRWD-4261-4180	B. Bledsoe	564.00
135861	8/19/16	TR7-R-IRWD-4347-4269	A. Chou	860.00
135862	8/19/16	TR7-R-IRWD-4422-4340	K. Alvarez	1,698.00
135863	8/19/16	TR7-R-IRWD-4552-4473	T. Isgro	2,652.00
135864	8/19/16	TR7-R-IRWD-4582-4501	P. Liu	1,000.00
135865	8/19/16	TR7-R-IRWD-4670-4588	V. Cheung	1,042.00
135866	8/19/16	TR7-R-IRWD-4675-4592	J. Chen	1,036.00
135867	8/19/16	TR7-R-IRWD-4678-4595	H. Zandazad	1,336.00
135868	8/19/16	TR7-R-IRWD-4683-4601	I. Totonji	742.00
135869	8/19/16	TR7-R-IRWD-4701-4617	G. Sun	1,740.00
135870	8/19/16	TR7-R-IRWD-4739-4657	W. Campbell	778.00
135871	8/19/16	TR7-R-IRWD-4768-4686	P. Mittal	2,534.00
135872	8/19/16	TR7-R-IRWD-4770-4689	J. He	610.00
135873	8/19/16	TR7-R-IRWD-4773-4692	S. Dittmar	1,356.00
135874	8/19/16	TR7-R-IRWD-4774-4693	B. Cook	4,612.00
135875	8/19/16	TR7-R-IRWD-4775-4694	A. Trust	2,836.00
135876	8/19/16	TR7-R-IRWD-4797-4716	R. Winkleman	1,352.00
135877	8/19/16	TR7-R-IRWD-4841-4761	T. Kieviet	884.00
135878	8/19/16	TR7-R-MNT-2045-1995-ADJ	J. Lazaro	1,794.50
135879	8/19/16	TR7-R-MNT-2065-3091	J. Brown	1,925.00
135880	8/19/16	TR7-R-MNT-4226-4153	P. Heye	772.00
135881	8/19/16	TR7-R-MNT-4282-4210	B. Zamanpour	1,500.00
135882	8/19/16	TR7-R-MNT-4497-4419	C. Wilcox	4,660.00
135883	8/19/16	TR7-R-MNT-4501-4423	D. Peck	886.00
135884	8/19/16	TR7-R-MNT-4615-4534	J. Hsu	1,210.00
135885	8/19/16	TR7-R-MNT-4634-4553	H. Allison	2,032.50
135886	8/19/16	TR7-R-MNT-4642-4560	T. Clark	2,464.50
135887	8/19/16	TR7-R-MNT-4654-4571-ADJ	E. Baron	807.00
135888	8/19/16	TR7-R-MNT-4725-4644	R. Ige	1,074.00
135889	8/19/16	TR7-R-MNT-4757-4674	K. Vestermark	206.91
135890	8/19/16	TR7-R-MNT-4765-4684	B. Lowry	2,360.00
135891	8/19/16	TR7-R-MNT-4808-4727	M. Bixler	5,745.50
135892	8/19/16	TR7-R-MNT-4814-4766	J. Vogel	3,888.00
135893	8/19/16	TR7-R-MNT-4816-4735	L. Enns	2,107.00
135894	8/19/16	TR7-R-MNT-775-725-ADJ	R. Macedo	1,704.00
135895	8/19/16	TR7-SM-11510-122-ADJ	Sonoma Court Maintenance Corp (Mission Viejo)	3,124.75
135896	8/19/16	TR7-SM-11724-20.5A	Sansovino Neighborhood Corp (Ladera Ranch)	15,554.00
135897	8/19/16	TR7-SM-24084-6-ADJ	P. Redmond	1,561.65
135898	8/19/16	TR7-SOCO-11255-33905-ADJ	T. Prietto	1,493.38

**Municipal Water District of Orange County
Disbursement Ratification Report
For the month of August 2016**

Check #	Date	Vendor # Invoice/CM #	Name / Description	Net Amount
135899	8/19/16	TR8-R-ETWD-4930-4853	D. Prim	800.00
135900	8/19/16	TR8-R-ETWD-5048-4974	C. Hegeduis	1,622.00
135901	8/19/16	TR8-R-IRWD-4859-4780	L. Yacono	852.00
135902	8/19/16	TR8-R-IRWD-4882-4807	J. Chen	1,669.34
135903	8/19/16	TR8-R-IRWD-4897-4821	N. Jasper	1,116.00
135904	8/19/16	TR8-R-IRWD-4909-4832	R. de Jesus	940.00
135905	8/19/16	TR8-R-IRWD-4912-4834	C. Townsend	514.00
135906	8/19/16	TR8-R-IRWD-4932-4857	M. Krupoff	644.00
135907	8/19/16	TR8-R-IRWD-4946-4872	R. Rochelle	2,126.00
135908	8/19/16	TR8-R-IRWD-4949-4875	J. Howard	772.00
135909	8/19/16	TR8-R-IRWD-4952-4878	V. Pillai	2,882.00
135910	8/19/16	TR8-R-IRWD-4974-4900	D. Housky	2,358.00
135911	8/19/16	TR8-R-IRWD-4992-4920	B. Santana	876.00
135912	8/19/16	TR8-R-IRWD-5013-4947	E. Hsu	1,122.00
135913	8/19/16	TR8-R-IRWD-5055-4982	D. Melnick	1,446.00
135914	8/19/16	TR8-R-IRWD-5095-5025	S. Moss	1,526.00
135915	8/19/16	TR8-R-IRWD-5096-5029	F. Ruggles	826.00
135916	8/19/16	TR8-R-IRWD-5121-5053	W. Yang	806.00
135917	8/19/16	TR8-R-IRWD-5132-5064	W. Xia	320.00
135918	8/19/16	TR8-R-IRWD-5167-5096	F. Mehrtens	1,556.00
135919	8/19/16	TR8-R-IRWD-5180-5110	J. Davis	2,172.00
135920	8/19/16	TR8-R-IRWD-5184-5114	B. Ditto	1,376.00
135921	8/19/16	TR8-R-IRWD-6305-6231	J. Davis	654.00
135922	8/19/16	TR8-R-MNT-4710-4628	M. Villasenor	1,942.50
135923	8/19/16	TR8-R-MNT-4791-4710	J. Vosler	1,396.50
135924	8/19/16	TR8-R-MNT-4811-4730	K. Rutherford	2,352.00
135925	8/19/16	TR8-R-MNT-4828-4747	J. Kozel	616.00
135926	8/19/16	TR8-R-MNT-4894-4819	X. Li	980.00
135927	8/19/16	TR8-R-MNT-4915-4838	D. Lively	2,807.00
135928	8/19/16	TR8-R-MNT-4970-4898	E. Miller	8,570.50
135929	8/19/16	TR8-R-MNT-4991-4919	J. Reese	900.00
135930	8/19/16	TR8-R-MNT-4994-4923	T. Hengst	1,739.00
135931	8/19/16	TR8-R-MNT-4995-4924	M. Moga	4,070.00
135932	8/19/16	TR8-R-MNT-5057-4984	S. Davari	752.00
135933	8/19/16	TR8-R-MNT-5059-4986	L. Zuersher	590.00
135934	8/19/16	TR8-R-MNT-5090-5021	D. Lewis	1,930.00
135935	8/19/16	TR8-R-MNT-5103-5034	T. Christman	2,324.00
135936	8/19/16	TR8-R-MNT-5115-5046	J. Higgins	892.50
135937	8/19/16	TR8-R-MNT-5145-5074	K. Lach	3,100.00
135938	8/19/16	TR8-R-MNT-5204-5134	D. Willmer	1,558.00
135939	8/19/16	TR8-R-MNT-5219-5149	L. Burks	1,456.00
135940	8/19/16	TR8-R-MNT-5232-5161	S. Dobson	1,427.00
			***Total ***	202,666.45
135942	8/30/16	TURFRP	Turf Removal Program	
		TR6-BREA-10601-955	Evangelical Christian Credit Union (Brea) (re-issue)	22,302.00
			***Total ***	22,302.00

**Municipal Water District of Orange County
Disbursement Ratification Report
For the month of August 2016**

Check #	Date	Vendor # Invoice/CM #	Name / Description	Net Amount
135944	8/31/16	CATALI 0013114	Catalina Island Conservancy August 2016 WEROC radio repeater site lease ***Total ***	 1,636.47 1,636.47
		TURFRP	Turf Removal Program	
135947	8/31/16	TR8-R-IRWD-5042-4968	M. Moussavi	2,556.00
135948	8/31/16	TR8-R-IRWD-5047-4973	S. Moussavi	2,520.00
135949	8/31/16	TR7-R-SOCO-4522-4443	D. Levine	1,326.00
135950	8/31/16	TR7-R-WEST-801-739	H. Bui	1,106.00
135951	8/31/16	TR7-R-HB-4376-4300	B. Vuncanon	2,472.00
135952	8/31/16	TR8-R-IRWD-4874-4799	M. Yeun	3,232.00
135953	8/31/16	TR7-R-IRWD-4524-4445	W. Shawky	3,882.00
135954	8/31/16	TR7-R-SOCO-4587-4506	A. Moneymaker	1,618.00
135955	8/31/16	TR8-R-IRWD-4969-4904	J. Danna	502.00
135956	8/31/16	TR7-R-IRWD-4763-4682	W. Wong	866.00
135957	8/31/16	TR8-R-MNT-4981-4909	E. Besner	2,572.50
135958	8/31/16	TR8-R-MNT-4996-4925	S. DeGrassi	982.00
135959	8/31/16	TR8-R-IRWD-5030-4956	P. Grawburg	1,716.00
135960	8/31/16	TR8-R-MNT-5049-4975	S. Wood	904.00
135961	8/31/16	TR8-R-MNT-5007-4935	L. Lawrence	1,520.00
135962	8/31/16	TR7-R-MNT-4685-4603-ADJ	A. Watson	2,437.50
135963	8/31/16	TR8-R-IRWD-5202-5132	R. Mills	1,378.00
135964	8/31/16	TR8-R-MNT-5136-5066	S. Dagenais	1,890.00
135965	8/31/16	TR8-R-MNT-5173-5103	J. Feeley	3,465.00
135966	8/31/16	TR8-R-IRWD-6244-6179	G. Mercure	978.00
135967	8/31/16	TR7-R-MNT-4501-4423-ADJ	D. Peck	573.01
135968	8/31/16	TR7-R-MNT-4384-4307-ADJ	V. Deshmukh ***Total ***	666.00 39,162.01
ACH002130	8/31/16	SANTAM JUN2016	Santa Margarita Water District June 2016 SCP Operation surcharge ***Total ***	 29,478.21 29,478.21
WIRE-160831	8/31/16	METWAT 8736B	Metropolitan Water District June 2016 Water deliveries ***Total ***	 16,730,482.18 16,730,482.18
Total Other Funds Disbursements				17,081,338.93
Total Disbursements				17,093,506.31



Robert J. Hunter, General Manager



Hilary Chumpitazi, Treasurer

Cal Card Statement Detail
Statement Date: July 22, 2016
Payment Date: August 15, 2016

Date	Description	Amount
<u>K. Seckel Card</u>		
06/27/16	6/27/16 Lunch for MET Directors' meeting	190.96
06/28/16	American Water Works Association Annual conference in Chicago, IL from Jun. 19-22, 2016 - Accommodations for R. Hunter refund	(0.40)
06/28/16	500 Promotional sunglasses	846.01
06/28/16	Southern California Water Committee Quarterly meeting in Long Beach, CA on July 22, 2016 - Registration for H. Baez	70.00
06/28/16	California Council for Environmental & Economic Balance conference in Olympia Valley, CA from Jul. 13-15, 2016 - Registrations for Director Tamaribuchi and K. Seckel	2,120.00
06/28/16	California Council for Environmental & Economic Balance conference in Olympia Valley, CA from Jul. 13-15, 2016 - Airfare for K. Seckel	229.96
06/28/16	California Council for Environmental & Economic Balance conference in Olympia Valley, CA from Jul. 13-15, 2016 - Airfare for Director Tamaribuchi	229.96
06/28/16	California Council for Environmental & Economic Balance conference in Olympia Valley, CA from Jul. 13-15, 2016 - Accommodations for K. Seckel	529.44
06/28/16	California Council for Environmental & Economic Balance conference in Olympia Valley, CA from Jul. 13-15, 2016 - Accommodations for Director Tamaribuchi	438.00
06/29/16	ACWA Legislative meeting in Sacramento, CA on Jul. 8, 2016 - Airfare for H. Baez	469.96
07/02/16	FedEx delivery charges for Board & Committee packets on Jun. 29 & 30, 2016	66.48
07/02/16	FedEx delivery charges for M. Goldsby on Jun. 29, 2016	27.63 1
07/04/16	UPS delivery charges for Board & Committee packets on Jun. 29, 2016	35.20
07/07/16	Orange County Public Relations Society of America Annual Summer Media Mixer meeting in Newport Beach, CA on Jul. 12, 2016 - Registration for J. Volzke	51.75
07/08/16	Office supplies from Costco	495.24
07/08/16	Cal Desal Executive Board meeting in Santa Rosa, CA on Jul. 6-7, 2016 - Accommodations for K. Seckel	391.62
07/11/16	Orange County Water Association meeting in Irvine, CA on Jul. 20, 2016 - Registration for Director Thomas	40.00
07/12/16	FedEx delivery charges for Board & Committee packets on Jul. 8, 2016	51.18
07/12/16	UPS delivery charges for Board & Committee packets on Jul. 8, 2016	5.93
07/13/16	International Association of Emergency Managers - Annual membership for K. Hubbard	190.00

Cal Card Statement Detail
Statement Date: July 22, 2016
Payment Date: August 15, 2016

Date	Description	Amount
07/15/16	Brown and Caldwell employment ad for WEROC Coordinator position	200.00
07/17/16	Partition Magic Server software	99.99 ²
07/18/16	UPS delivery charges for Board & Committee packets on Jul. 7 & 13, 2016	101.10
07/18/16	1 Year subscription for Images on Demand	29.00
07/20/16	12 Cases of emergency food supplies	777.76
07/20/16	California Fix meeting in Fountain Valley, CA on Jul. 20, 2016 - Airfare for C. Schmutte	223.10
07/20/16	3 Year Go Daddy SSL certificate for multiple domain names	281.49
07/21/16	International Association of Emergency Managers Annual conference in Savannah, GA from Oct. 14-19, 2016 - Registration for K. Hubbard	801.00
	Total	8,992.36

¹ M. Goldsby reimbursed MWDOC \$27.63

² Refund for defective software received on 7/27/16

R. Hunter Card

06/22/16-07/22/16	Meals for R. Hunter's meetings	69.16
06/22/16	American Water Works Association Annual conference in Chicago, IL from Jun. 19-22, 2016 - Parking for R. Hunter	100.00
06/27/16	Meeting with J. Meral and J. Grindstaff in Corte Madera, CA on Jun. 27, 2016 - Car rental, gas and meals for Director Tamaribuchi and R. Hunter	110.24
06/27/16	Meeting with J. Meral and J. Grindstaff in Corte Madera, CA on Jun. 27, 2016 - Meals for Director Tamaribuchi, R. Hunter and J. Grindstaff	98.02
06/27/16	Meeting with J. Meral and J. Grindstaff in Corte Madera, CA on Jun. 27, 2016 - Parking for R. Hunter	20.00
	Total	397.42

Municipal Water District of Orange County
GM Approved Disbursement Report ⁽¹⁾
For the month of August 2016

Check #	Date	Vendor # Invoice/CM #	Name / Description	Net Amount
Core Disbursements:				
135820	8/3/16	USTREA 012716 RE-ISSUE	United States Treasury Determination letter application fee (re-issue for funds returned to MWDOC in error)	2,500.00
			***Total ***	2,500.00
			Total Core Disbursements	<u>2,500.00</u>
Choice Disbursements:				
			Total Choice Disbursements	<u>-</u>
Other Funds Disbursements:				
135833	8/15/16	RIORDAN 063016	Raymond Riordan July 2015-February 2016 Reimbursement for CalWARN web hosting	225.00
			***Total ***	225.00
135941	8/24/16	METOTH 082316	Metropolitan Water District Refund for Parkside HOA Turf Removal rebate overpayment	26,924.00
			***Total ***	26,924.00
			Total Other Funds Disbursements	<u>27,149.00</u>
			Total Disbursements	<u><u>29,649.00</u></u>


 Robert J. Hunter, General Manager


 Hilary Chumpitazi, Treasurer

(1) For disbursements that did not make the cut-off of previous month's Disbursement Approval report.
 Disbursements are approved by GM for payment and need A & F Committee ratification.



Municipal Water District of Orange County Consolidated Summary of Cash and Investment

July 31, 2016

Street Address:

18700 Ward Street
Fountain Valley, California 92708

Mailing Address:

P.O. Box 20895
Fountain Valley, CA 92728-0895

(714) 963-3058

Fax: (714) 964-9389

www.mwdoc.com

Wayne S. Osborne
President

Brett R. Barbre
Vice President

Larry D. Dick
Director

Joan C. Finnegan
Director

Susan Hinman
Director

Sat Tamaribuchi
Director

Jeffery M. Thomas
Director

Robert J. Hunter
General Manager

MEMBER AGENCIES

City of Brea

City of Buena Park

East Orange County Water District

El Toro Water District

Emerald Bay Service District

City of Fountain Valley

City of Garden Grove

Golden State Water Co.

City of Huntington Beach

Irvine Ranch Water District

Laguna Beach County Water District

City of La Habra

City of La Palma

Mesa Water District

Moulton Niguel Water District

City of Newport Beach

City of Orange

Orange County Water District

City of San Clemente

City of San Juan Capistrano

Santa Margarita Water District

City of Seal Beach

Serrano Water District

South Coast Water District

Trabuco Canyon Water District

City of Tustin

City of Westminster

Yorba Linda Water District

District investments and cash balances are held in various funds designated for certain purposes as follows:

Fund	Book Value	% of Portfolio
Designated Reserves		
General Operations	\$2,494,603	19.08%
Grant & Project Cash Flow	1,480,000	11.32%
Election Expense	215,463	1.65%
Building Repair	500,407	3.83%
Total Designated Reserves	4,690,473	35.88%
General Fund	4,846,284	37.06%
Water Fund	6,432,684	49.17%
Conservation Fund	(3,225,467)	(24.66%)
Desalination Feasibility Study Fund	222,385	1.70%
WEROC Fund	102,571	0.78%
Trustee Activities	8,661	0.07%
Total	\$13,077,591	100.00%

The funds are invested as follows:

Term of Investment	% of Portfolio	Book Value	Market Value
Cash	4.04%	\$528,506	\$528,506
Short-term investment			
• LAIF	1.21%	\$157,777	\$157,777
• OCIP	71.02%	9,288,257	9,288,257
Long-term investment			
• Misc. Securities	5.76%	753,051	767,330
• Certificates of Deposit	17.97%	2,350,000	2,384,295
Total	100.00%	\$13,077,591	\$13,126,165

The average number of days to maturity/call as of July 31, 2016 equaled 215 and the average yield to maturity is 0.993%. During the month, the District's average daily balance was \$18,045,342.32. Funds were invested in Federal Agency Issues, Certificates of Deposit, Negotiable CD's, Miscellaneous Securities, the Local Agency Investment Funds (LAIF) and the Orange County Investment Pool (OCIP) during the month of July 2016.

The \$48,574 difference between the book value and the market value on July 31, 2016 represents the exchange difference if all investments had been liquidated on that date. Since it is the District's practice to "buy and hold" investments until maturity, the market values are a point of reference, not an indication of actual loss or gain. There are no current plans or cash flow requirements identified in the near future that would require the sale of these securities prior to maturity.

Robert J. Hunter
General Manager

Hilary Chumpitazi
Treasurer

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

Portfolio Management - Portfolio Summary July 31, 2016



7/31/2016	Par Value	Market Value	Book Value	% of Portfolio	Days to Mat/Call	YTM @ Cost
Certificates of Deposit - Bank	2,350,000.00	2,384,295.00	2,350,000.00	18.73	713	1.697
Local Agency Investment Funds	157,777.38	157,777.38	157,777.38	1.26	1	0.588
Miscellaneous Securities - Coupon	750,000.00	767,330.00	753,050.94	5.98	1357	2.238
Orange County Investment Pool	9,288,256.48	9,288,256.48	9,288,256.48	74.03	1	0.721
Total Investments	12,546,033.86	12,597,658.86	12,549,084.80	100.00%	215	0.993

Cash						
Passbook Checking	528,506.01	528,506.01	528,506.01		1	0.00
Total Cash and Investments	13,074,539.87	13,126,164.87	13,077,590.81		215	0.993

Total Earnings	Month Ending July	Fiscal Year to Date
Current Year	13,777.07	13,777.07
Average Daily Balance	18,045,342.32	
Effective Rate of Return	0.993%	

We certify that this report reflects the cash and investments of the Municipal Water District of Orange County and is in conformity with the Government Code requirements and the District Investment Policy and Guidelines in effect at the time of investment. The Investment Program herein shown provides sufficient cash flow liquidity to meet the next six month's estimated expenditure. The source for the market values are from Union Bank.


Robert J. Hunter, General Manager

Date

9-8-16


Hilary Chumtipitzi, Treasurer

Date

9/8/16

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Portfolio Management
Long-Term Portfolio Details - Investments
July 31, 2016

Issuer	CUSIP/Ticker	Settlement Date	Par Value	Market Value	Book Value	Coupon Rate	YTM @ Cost	Days To Call/Maturity	Maturity Date
Certificate of Deposit - Bank									
Ally Bank	02006LFV0	7/23/2014	250,000.00	250,895.00	250,000.00	1.150	1.150	358	7/24/2017
American Express Bank	02587CEA4	7/29/2015	250,000.00	252,215.00	250,000.00	1.450	1.450	547	1/29/2018
Barclays Bank	06740KJP3	9/24/2015	250,000.00	256,935.00	250,000.00	1.900	1.900	1149	9/23/2019
Capital One Bank	140420TY6	8/5/2015	250,000.00	253,150.00	250,000.00	1.700	1.700	736	8/6/2018
Capital One Natl Assn	14042E6C9	9/2/2015	250,000.00	257,280.00	250,000.00	1.950	1.950	1129	9/3/2019
Discover Bank	2546712Y5	7/23/2014	250,000.00	252,990.00	250,000.00	1.600	1.600	722	7/23/2018
Goldman Sachs Bank	38143A4T9	1/23/2013	100,000.00	100,240.00	100,000.00	1.050	1.050	176	1/23/2017
Goldman Sachs Bank	36163F JC8	7/25/2014	250,000.00	250,892.50	250,000.00	1.200	1.200	359	7/25/2017
HSBC Bank USA NA	40434AK65	1/21/2016	250,000.00	252,745.00	250,000.00	1.550	2.534	539	1/21/2021
Synchrony Bank	87164XBY1	7/25/2014	250,000.00	256,952.50	250,000.00	2.050	2.050	1094	7/30/2019
Sub Total			2,350,000.00	2,384,295.00	2,350,000.00	1.593	1.697	713	
Miscellaneous Securities - Coupon									
JPMorgan Chase	48625HKA7	11/2/2015	500,000.00	509,885.00	501,618.61	2.250	2.152	1240	1/23/2020
Wells Fargo	94974BGR5	1/13/2016	250,000.00	257,445.00	251,432.33	2.550	2.409	1590	12/7/2020
Sub Total			750,000.00	767,330.00	753,050.94	2.350	2.238	1357	
Total Investments			3,100,000.00	3,151,625.00	3,103,050.94	1.776	1.828	869	

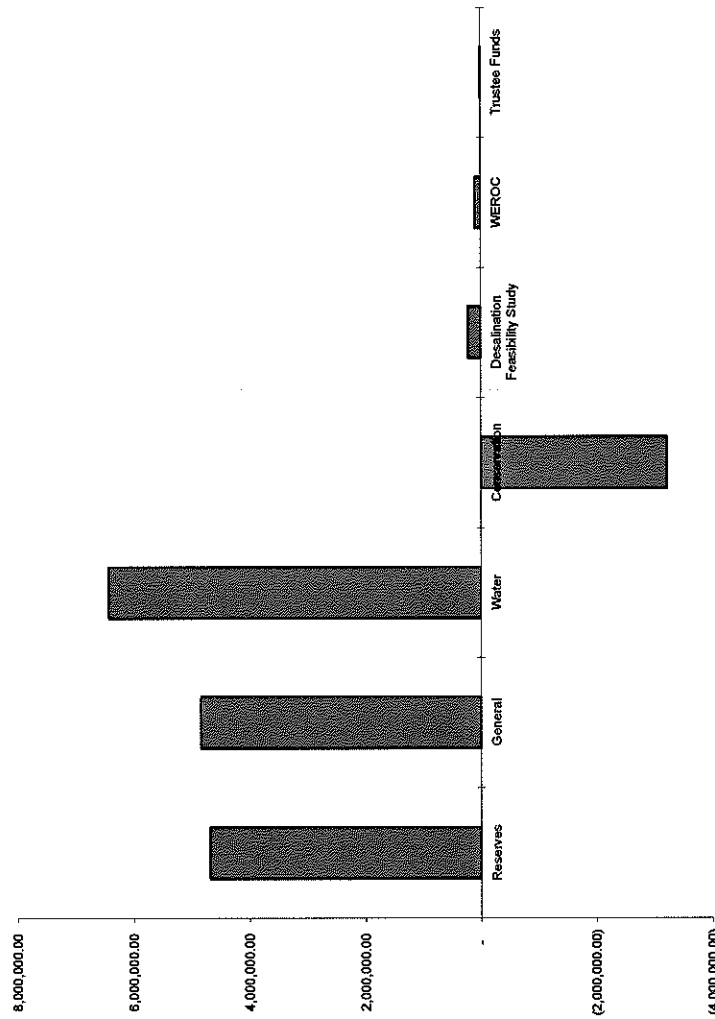
Total Earnings			Month Ending July	Fiscal Year To Date
Current Year			4,628.83	4,628.83

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Portfolio Management
Short-Term Portfolio Details - Cash and Investments
July 31, 2016

Investments	CUSIP/Ticker	Settlement Date	Par Value	Market Value	Book Value	Coupon Rate	YTM @ Cost	Days To Call/Maturity	Maturity Date
Local Agency Investment Funds									
LAIF LGIP	LAIF	6/30/2010	157,777.38	157,777.38	157,777.38	0.588	0.588	1	N/A
Sub Total			157,777.38	157,777.38	157,777.38	0.588	0.588	1	
Orange County Investment Pool									
County of Orange LGIP	OCIP	6/29/2005	9,288,256.48	9,288,256.48	9,288,256.48	0.721	0.721	1	N/A
Sub Total			9,288,256.48	9,288,256.48	9,288,256.48	0.721	0.721	1	
Total Investments			9,446,033.86	9,446,033.86	9,446,033.86	0.719	0.719		
Passbook Checking									
Bank of America Cash	CASH0547	7/1/2011	528,006.01	528,006.01	528,006.01	0.000	0.000	1	N/A
Petty Cash Cash	CASH	7/1/2011	500.00	500.00	500.00	0.000	0.000	1	N/A
Total Cash			528,506.01	528,506.01	528,506.01	0.000	0.000	1	
Total Cash and Investments			9,974,539.87	9,974,539.87	9,974,539.87	0.719	0.719	1	
Total Earnings									
Current Year			9,148.24		9,148.24				

**Municipal Water District of Orange County
Cash and Investments at July 31, 2016**

ALLOCATION	AMOUNT	%
MWDOC		
Designated Reserves		
General	\$ 2,494,603	19.08%
Grant & Project Cash Flow	1,480,000	11.32%
Election Expense	215,463	1.65%
Building Repair	500,407	3.83%
Total Designated Reserves	4,690,473	35.88%
General	4,846,284	37.06%
Water	6,432,684	49.17%
Conservation	(3,225,467)	-24.66%
Desalination Feasibility Study	222,385	1.70%
WEROC	102,571	0.78%
TOTAL MWDOC	\$ 13,068,930	99.93%
TRUSTEE ACTIVITIES		
AMP Sales Admin	\$ 8,661	0.07%
TOTAL TRUSTEE ACTIVITIES	\$ 8,661	0.07%
TOTAL CASH & INVESTMENTS	\$ 13,077,591	100.00%



MUNICIPAL WATER DIST OF ORANGE COUNTY
PARS OPEB Trust Program

Monthly Account Report for the Period
7/1/2016 to 7/31/2016

Rob Hunter
General Manager
Municipal Water Dist of Orange County
18700 Ward Street
Fountain Valley, CA 92708

Account Summary

Source	Beginning Balance as of 7/1/2016	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 7/31/2016
Employer Contribution	\$1,393,326.72	\$0.00	\$37,982.98	\$873.11	\$0.00	\$0.00	\$1,430,436.59
Totals	\$1,393,326.72	\$0.00	\$37,982.98	\$873.11	\$0.00	\$0.00	\$1,430,436.59

Investment Selection

Moderate HighMark PLUS

Investment Objective

The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

Investment Return

1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
			3-Years	5-Years	10-Years	
2.73%	3.83%	2.26%	5.41%	-	-	10/26/2011

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.

Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.

Account balances are inclusive of Trust Administration (unless invoiced), Trustee and Investment Management fees

Municipal Water District of Orange County
WATER USE EFFICIENCY PROJECTS
Cash Flow as of 06/30/16

Cash - Beginning Balance	Jul 2016	Aug 2016	Sep 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	TOTALS
REVENUES:	\$ (2,257,966.35)	\$ (3,225,466.67)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	
BUREC													\$
City of Brea	339.97												339.97
City of Buena Park	332.10												332.10
City of Fountain Valley													-
City of Fullerton		75.00											75.00
City of Garden Grove													-
City of Huntington Beach	640.85	49.99											690.84
City of La Habra	111.00												111.00
City of San Clemente		111.00											111.00
City of San Juan Capistrano	111.00												111.00
City of Santa Ana													-
City of Tustin	11,583.00	25,459.59											37,042.59
City of Newport Beach		450.00											450.00
City of Orange	2,869.43												2,869.43
City of Westminster													-
County of Orange													-
Department of Water Resources		40,479.67											40,479.67
East Orange County Water District													-
El Toro Water District	75.00	75.00											150.00
East Orange County Water District													-
Golden State Water Company	1,980.00												1,980.00
Irvine Ranch Water District	93,764.10	542,331.88											636,095.98
Laguna Beach County Water District	1,110.00	1,041.00											2,151.00
Mesa Water District	1,127.37												1,127.37
Metropolitan Water District													-
Moulton Niguel Water District	459,396.32	683,295.61											1,142,691.93
MWDOC													-
Santa Margarita Water District	6,821.55	3,703.49											10,525.04
Serrano Water District	75.00												75.00
South Coast Water District													-
Trabuco Canyon Water District	475.00	150.00											625.00
Yorba Linda Water District													-
Miscellaneous Revenues													-
Miscellaneous													-
Interest Revenue													-
Total Revenues	580,811.69	1,297,222.23											\$ 1,878,033.92
EXPENDITURES:													
Aquaficient	5,400.00												\$ 5,400.00
Autumn Print Group													-
Awards & Trophies													-
Conservation Consulting, LLC													-
City of Newport Beach													-
El Toro WD													-
Enterprise Information Systems													-
Golden State Water Company													-
Hotel Program													-
Industrial Program													-
Irvine Ranch Water District													-
Karen's Deal Custom Frames													-
Laguna Beach CWD													-
Metropolitan Water District	229,162.49	111,028.73											340,191.22
MESA													-
Mission RCD	18,300.13	14,225.68											32,525.81
Public Spaces program													-
Santa Margarita Water District													-
South Coast Water District													-
Spray to Drip program													-
Turf Removal	1,287,489.27	214,655.09											1,502,144.36
US Bank													-
URS													-
Waterwise Consulting													-
Miscellaneous Expenses													-
Interest Expense	7,579.92												7,579.92
Salary & Benefit	390.00												390.00
Total Expenditures	1,548,321.81	339,909.50											\$ 1,888,231.31
Cash - Ending Balance	\$ (3,225,466.67)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	\$ (2,268,153.94)	

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
COMBINED FINANCIAL STATEMENTS
AND
BUDGET COMPARATIVE
JULY 1, 2016 THRU JULY 31, 2016

**Municipal Water District of Orange County
Combined Balance Sheet
As of July 31, 2016**

<u>ASSETS</u>	Amount
Cash in Bank	528,506.01
Investments	12,549,084.80
Accounts Receivable	41,441,494.93
Accounts Receivable - Other	43,819.38
Accrued Interest Receivable	16,814.35
Prepays/Deposits	516,101.57
Leasehold Improvements	3,415,059.92
Furniture, Fixtures & Equipment	447,719.37
Less: Accum Depreciation	(2,654,447.72)
Net OPEB Asset	117,790.00
	<hr/>
TOTAL ASSETS	\$56,421,942.61
	<hr/>
<u>LIABILITIES AND FUND BALANCES</u>	
Liabilities	
Accounts Payable	35,290,359.78
Accounts Payable - Other	548.12
Accrued Salaries and Benefits Payable	382,147.63
OCWD CUP Balance Payable	2,796,261.80
Other Liabilities	895,328.83
Unearned Revenue	2,076,778.49
Total Liabilities	41,441,424.65
	<hr/>
Fund Balances	
Restricted Fund Balances	
Water Fund - T2C	963,039.10
Total Restricted Fund Balances	963,039.10
	<hr/>
Unrestricted Fund Balances	
Designated Reserves	
General Operations	2,612,392.51
Grant & Project Cash Flow	1,480,000.00
Election Expense	215,463.03
Building Repair	500,407.45
Total Designated Reserves	4,808,262.99
	<hr/>
GENERAL FUND	2,803,673.61
WEROC	101,241.62
Total Unrestricted Fund Balances	7,713,178.22
	<hr/>
Excess Revenue over Expenditures	
Operating Fund	6,477,056.63
Other Funds	(172,755.99)
Total Fund Balance	14,980,517.96
	<hr/>
TOTAL LIABILITIES AND FUND BALANCES	\$56,421,942.61
	<hr/>

Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
General Fund
From July thru July 2016

	Month to Date	Year to Date	Annual Budget	% Used	Encumbrance	Budget Remaining
<u>REVENUES</u>						
Retail Connection Charge	6,786,864.75	6,786,864.75	6,786,865.00	100.00%	0.00	0.25
Ground Water Customer Charge	<u>392,666.00</u>	<u>392,666.00</u>	<u>392,666.00</u>	<u>100.00%</u>	<u>0.00</u>	<u>0.00</u>
Water rate revenues	7,179,530.75	7,179,530.75	7,179,531.00	100.00%	0.00	0.25
Interest Revenue	<u>15,141.22</u>	<u>15,141.22</u>	<u>123,000.00</u>	<u>12.31%</u>	<u>0.00</u>	<u>107,858.78</u>
Subtotal	<u>7,194,671.97</u>	<u>7,194,671.97</u>	<u>7,302,531.00</u>	<u>98.52%</u>	<u>0.00</u>	<u>107,859.03</u>
Choice Programs	0.00	0.00	1,494,789.00	0.00%	0.00	1,494,789.00
Choice Prior Year Carry Over	0.00	0.00	44,416.00	0.00%	0.00	44,416.00
Miscellaneous Income	25.37	25.37	3,000.00	0.85%	0.00	2,974.63
School Contracts	0.00	0.00	70,000.00	0.00%	0.00	70,000.00
Transfer-In From Reserve	<u>0.00</u>	<u>0.00</u>	<u>535,873.00</u>	<u>0.00%</u>	<u>0.00</u>	<u>535,873.00</u>
Subtotal	<u>25.37</u>	<u>25.37</u>	<u>2,148,078.00</u>	<u>0.00%</u>	<u>0.00</u>	<u>2,148,052.63</u>
TOTAL REVENUES	<u>7,194,697.34</u>	<u>7,194,697.34</u>	<u>9,450,609.00</u>	<u>76.13%</u>	<u>0.00</u>	<u>2,255,911.66</u>

Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
General Fund
From July thru July 2016

	Month to Date	Year to Date	Annual Budget	% Used	Encumbrance	Budget Remaining
<u>EXPENSES</u>						
Salaries & Wages	246,864.72	246,864.72	3,444,620.00	7.17%	0.00	3,197,755.28
Salaries & Wages - Grant Recovery	0.00	0.00	(31,600.00)	0.00%	0.00	(31,600.00)
Salaries & Wages - Recovery	(327.60)	(327.60)	0.00	0.00%	0.00	327.60
Directors' Compensation	17,240.32	17,240.32	231,937.00	7.43%	0.00	214,696.68
MWD Representation	9,428.30	9,428.30	132,535.00	7.11%	0.00	123,106.70
Employee Benefits	67,220.02	67,220.02	968,160.00	6.94%	0.00	900,939.98
OPEB Annual Contribution	0.00	0.00	105,249.00	0.00%	0.00	105,249.00
Employee Benefits - Recovery	(62.40)	(62.40)	0.00	0.00%	0.00	62.40
Director's Benefits	4,970.44	4,970.44	66,297.00	7.50%	0.00	61,326.56
Health Ins \$'s for Retirees	3,598.97	3,598.97	50,326.00	7.15%	0.00	46,727.03
Training Expense	165.00	165.00	12,000.00	1.38%	0.00	11,835.00
Tuition Reimbursement	0.00	0.00	5,000.00	0.00%	0.00	5,000.00
Personnel Expenses	349,097.77	349,097.77	4,984,524.00	7.00%	0.00	4,635,426.23
Engineering Expense	0.00	0.00	405,000.00	0.00%	160,899.56	244,100.44
Legal Expense	13,773.37	13,773.37	320,000.00	4.30%	306,226.63	0.00
Audit Expense	7,000.00	7,000.00	24,000.00	29.17%	11,437.00	5,563.00
Professional Services	43,787.78	43,787.78	1,496,997.00	2.93%	376,549.62	1,076,659.60
Professional Fees	64,561.15	64,561.15	2,245,997.00	2.87%	855,112.81	1,326,323.04
Conference-Staff	1,181.75	1,181.75	22,125.00	5.34%	0.00	20,943.25
Conference-Directors	1,100.00	1,100.00	10,725.00	10.26%	0.00	9,625.00
Travel & Accom.-Staff	2,153.97	2,153.97	71,130.00	3.03%	0.00	68,976.03
Travel & Accom.-Directors	863.46	863.46	38,250.00	2.26%	0.00	37,386.54
Travel & Conference	5,299.18	5,299.18	142,230.00	3.73%	0.00	136,930.82
Membership/Sponsorship	58,456.78	58,456.78	134,458.00	43.48%	0.00	76,001.22
CDR Support	0.00	0.00	39,972.00	0.00%	0.00	39,972.00
Dues & Memberships	58,456.78	58,456.78	174,430.00	33.51%	0.00	115,973.22
Business Expense	268.49	268.49	6,000.00	4.47%	0.00	5,731.51
Maintenance Office	6,176.98	6,176.98	123,185.00	5.01%	114,223.02	2,785.00
Building Repair & Maintenance	569.58	569.58	11,000.00	5.18%	7,430.42	3,000.00
Storage Rental & Equipment Lease	372.09	372.09	7,000.00	5.32%	5,627.91	1,000.00
Office Supplies	2,294.99	2,294.99	38,280.00	6.00%	3,798.06	32,186.95
Postage/Mail Delivery	766.03	766.03	11,400.00	6.72%	4,666.70	5,967.27
Subscriptions & Books	0.00	0.00	2,000.00	0.00%	0.00	2,000.00
Reproduction Expense	0.00	0.00	36,225.00	0.00%	9,000.00	27,225.00
Maintenance-Computers	183.58	183.58	10,000.00	1.84%	1,816.42	8,000.00
Software Purchase	12,375.80	12,375.80	31,300.00	39.54%	1,987.82	16,936.38
Software Support	4,857.72	4,857.72	46,000.00	10.56%	6,675.14	34,467.14
Computers and Equipment	0.00	0.00	32,500.00	0.00%	0.00	32,500.00
Automotive Expense	1,007.31	1,007.31	13,828.00	7.28%	0.00	12,820.69
Toll Road Charges	21.83	21.83	1,100.00	1.98%	0.00	1,078.17
Insurance Expense	8,373.42	8,373.42	90,000.00	9.30%	0.00	81,626.58
Utilities - Telephone	1,621.93	1,621.93	19,200.00	8.45%	0.00	17,578.07
Bank Fees	1,101.15	1,101.15	10,500.00	10.49%	0.00	9,398.85
Miscellaneous Expense	1,252.94	1,252.94	114,020.00	1.10%	0.00	112,767.06
MWDOC's Contrb. To WEROC	12,532.50	12,532.50	150,390.00	8.33%	0.00	137,857.50
Depreciation Expense	607.57	607.57	0.00	0.00%	0.00	(607.57)
Other Expenses	54,383.91	54,383.91	753,928.00	7.21%	155,225.49	544,318.60
Election Expense	0.00	0.00	592,000.00	0.00%	0.00	592,000.00
MWDOC's Building Expense	185,841.92	185,841.92	495,000.00	37.54%	4,004.14	305,153.94
Capital Acquisition	0.00	0.00	62,500.00	0.00%	0.00	62,500.00
TOTAL EXPENSES	717,640.71	717,640.71	9,450,609.00	7.59%	1,014,342.44	7,718,625.85
NET INCOME (LOSS)	6,477,056.63	6,477,056.63	0.00			

Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
Water Fund
From July thru July 2016

	Month to Date	Year to Date	Annual Budget	% Used	Budget Remaining
<u>WATER REVENUES</u>					
Water Sales	17,913,664.80	17,913,664.80	121,881,702.00	14.70%	103,968,037.20
Readiness to Serve Charge	1,055,607.64	1,055,607.64	12,674,093.00	8.33%	11,618,485.36
Capacity Charge CCF	402,482.50	402,482.50	4,829,790.00	8.33%	4,427,307.50
SCP Surcharge	34,744.77	34,744.77	365,000.00	9.52%	330,255.23
Interest	627.47	627.47	4,800.00	13.07%	4,172.53
TOTAL WATER REVENUES	19,407,127.18	19,407,127.18	139,755,385.00	13.89%	120,348,257.82
<u>WATER PURCHASES</u>					
Water Sales	17,913,664.80	17,913,664.80	121,881,702.00	14.70%	103,968,037.20
Readiness to Serve Charge	1,055,607.64	1,055,607.64	12,674,093.00	8.33%	11,618,485.36
Capacity Charge CCF	402,482.50	402,482.50	4,829,790.00	8.33%	4,427,307.50
SCP Surcharge	34,744.77	34,744.77	365,000.00	9.52%	330,255.23
TOTAL WATER PURCHASES	19,406,499.71	19,406,499.71	139,750,585.00	13.89%	120,344,085.29
EXCESS OF REVENUE OVER EXPENDITURES	627.47	627.47	4,800.00		

Municipal Water District of Orange County
WUE Revenues and Expenditures (Actuals vs Budget)
From July thru July 2016

	Year to Date Actual	Annual Budget	% Used
Landscape Performance Certification			
Revenues	27.12	118,900.00	0.02%
Expenses	0.00	118,900.00	0.00%
Excess of Revenues over Expenditures	27.12	0.00	
Industrial Water Use Reduction			
Revenues	0.00	91,236.00	0.00%
Expenses	0.00	91,236.00	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
Spray To Drip Conversion			
Revenues	0.00	468,552.34	0.00%
Expenses	5.85	468,552.34	0.00%
Excess of Revenues over Expenditures	(5.85)	0.00	
Water Smart Landscape for Public Property			
Revenues	0.00	168,588.80	0.00%
Expenses	0.00	168,588.80	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
Member Agency Administered Passthru			
Revenues	0.00	150,000.00	0.00%
Expenses	0.00	150,000.00	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
ULFT Rebate Program			
Revenues	0.00	205,000.00	0.00%
Expenses	12,401.00	205,000.00	6.05%
Excess of Revenues over Expenditures	(12,401.00)	0.00	
HECW Rebate Program			
Revenues	4.23	432,000.00	0.00%
Expenses	39,855.00	432,000.00	9.23%
Excess of Revenues over Expenditures	(39,850.77)	0.00	
CII Rebate Program			
Revenues	0.00	325,000.00	0.00%
Expenses	212,190.00	325,000.00	65.29%
Excess of Revenues over Expenditures	(212,190.00)	0.00	
Large Landscape Survey			
Revenues	99.91	30,000.00	0.33%
Expenses	0.00	30,000.00	0.00%
Excess of Revenues over Expenditures	99.91	0.00	
Indoor-Outdoor Survey			
Revenues	0.00	3,500.00	0.00%
Expenses	3.37	3,500.00	0.10%
Excess of Revenues over Expenditures	(3.37)	0.00	
Turf Removal Program			
Revenues	24,601.50	1,750,000.00	1.41%
Expenses	64,287.16	1,750,000.00	3.67%
Excess of Revenues over Expenditures	(39,685.66)	0.00	

Municipal Water District of Orange County
WUE & Other Funds Revenues and Expenditures (Actuals vs Budget)
From July thru July 2016

	Year to Date Actual	Annual Budget	% Used
Comprehensive Landscape (CLWUE)			
Revenues	55,314.54	399,751.00	13.84%
Expenses	17,578.21	399,751.00	4.40%
Excess of Revenues over Expenditures	37,736.33	0.00	
CII, Large Landscape, Performance (OWOW)			
Revenues	0.00	121,210.00	0.00%
Expenses	9,253.50	121,210.00	7.63%
Excess of Revenues over Expenditures	(9,253.50)	0.00	
WUE Projects			
Revenues	80,047.30	4,263,738.14	1.88%
Expenses	355,574.09	4,263,738.14	8.34%
Excess of Revenues over Expenditures	(275,526.79)	0.00	
WEROC			
Revenues	162,922.50	300,780.00	54.17%
Expenses	12,366.18	293,780.00	4.21%
Excess of Revenues over Expenditures	150,556.32	7,000.00	



CONSENT CALENDAR ITEM

September 21, 2016

TO: Board of Directors

FROM: **Planning & Operations Committee**
(Directors Dick, Hinman, Finnegan)

Robert Hunter
General Manager

Staff Contact: J. Berg
Director of Water Use Efficiency

SUBJECT: Water Loss Control Technical Assistance

STAFF RECOMMENDATION

Staff recommends the Board of Directors:

1. Review and discuss the status of MWDOC's Water Loss Control Program,
2. Authorize the General Manager to enter into agreements with McCall's Meters, Inc. and Westerly Meter Service Company for up to five years to provide meter accuracy testing services to interested member agencies, and
3. Authorize the General Manager to enter into Choice-based cost-sharing agreements with agencies wishing to access meter accuracy testing services.

COMMITTEE RECOMMENDATION

Committee concurred with staff recommendation.

SUMMARY

In October 2015, the Board of Directors authorized staff to enter into a professional services contract with Water Systems Optimization, Inc. (WSO) to provide technical assistance for up to three years for water loss control including water balances, component analysis, and leak detection to interested agencies. The Board also authorized staff to initiate an Orange County Water Loss Control Work Group for member agencies as a MWDOC Core Program.

Water Loss Control Technical Assistance:

To date, 18 retail agencies have accessed the technical assistance from WSO. These agencies have completed their first water balance using the AWWA Water Balance methodology. These water balances were included in Urban Water Management Plans recently submitted to the California Department of Water Resources. Two more agencies,

Seal Beach and Santa Ana, are planning to participate within the next few months. The services provided by WSO are summarized by task below:

- Task 1: Project Administration and Water Loss Control Work Group Assistance
- Task 2: Water Balance Technical Assistance
- Task 3: Component Analysis
- Task 4: Distribution System Leak Detection
- Task 5: Reporting of Results and Recommendations

Table 1 provides a summary of year-one participation by agency including, tasks and levels of participation. Each year, agencies will update their tasks and levels of participation for this technical assistance for the subsequent year. It is envisioned that more agencies will elect to participate in tasks 3 and 4 in subsequent years as water balances are refined from year to year.

Table 1									
Water Loss Control: Year 1 Participating Agency List -									
Agency	Participating Yes/No	Signed Agreement	Invoiced	Tasks					Total Amount:
				Task 1b & 1c	Task 2	Task 3	Task 4	Task 5	
Anaheim	No	----	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Brea	Yes	1/27/2016	2/24/2016	\$ 1,672	\$ 6,620	\$ -	\$ -	\$ 8,400	\$ 16,692
Buena Park	Yes	2/29/2016	3/21/2016	\$ 1,672	\$ 6,620	\$ -	\$ -	\$ 4,200	\$ 12,492
East OCWD	Yes	2/4/2016	2/24/2016	\$ 1,672	\$ 3,560	\$ 17,600	\$ 12,000	\$ 4,200	\$ 39,032
El Toro WD	yes	2/17/2016	2/24/2016	\$ 1,672	\$ 3,560	\$ -	\$ -	\$ 4,200	\$ 9,432
Emerald Bay SD	No	----	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fountain Valley	Yes	3/10/2016	3/21/2016	\$ 1,672	\$ 6,620	\$ -	\$ -	\$ 8,400	\$ 16,692
Fullerton	Yes	3/9/2016	3/21/2016	\$ 1,672	\$ 3,560	\$ -	\$ -	\$ 4,200	\$ 9,432
Garden Grove	No	----	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Golden State	No	----	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Huntington Beach	Yes	3/28/2016	7/28/2016	\$ 1,672	\$ 5,000	\$ 24,000	\$ 12,000	\$ 6,000	\$ 48,672
Irvine Ranch WD	No	----	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
La Habra	Yes	2/22/2016	2/24/2016	\$ 1,672	\$ 6,620	\$ -	\$ -	\$ 8,400	\$ 16,692
La Palma	Yes	4/5/2016	7/28/2016	\$ 1,672	\$ 3,560	\$ -	\$ -	\$ 4,200	\$ 9,432
Laguna Beach CWD	Yes	2/25/2016	2/25/2016	\$ 1,672	\$ 3,560	\$ -	\$ -	\$ 4,200	\$ 9,432
Mesa Water	No	----	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Moulton Niguel WD	No	----	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Newport Beach	Yes	3/14/2016	7/27/2016	\$ 1,672	\$ 3,560	\$ -	\$ -	\$ 4,200	\$ 9,432
Orange	Yes	2/5/2016	2/24/2016	\$ 1,672	\$ 3,560	\$ -	\$ -	\$ 4,200	\$ 9,432
San Clemente	Yes	2/22/2016	2/24/2016	\$ 1,672	\$ 3,560	\$ -	\$ -	\$ 4,200	\$ 9,432
San Juan Capistrano	Yes	1/7/2016	2/24/2016	\$ 1,672	\$ 6,620	\$ 17,600	\$ -	\$ 8,400	\$ 34,292
Santa Ana	Yes	TBS 10-2016		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Santa Margarita WD	No	----	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Seal Beach	Yes	TBS 9-2016		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Serrano WD	Yes	2/11/2016	2/24/2016	\$ 1,672	\$ 3,560	\$ -	\$ -	\$ 4,200	\$ 9,432
South Coast WD	Yes	2/11/2016	2/24/2016	\$ 1,672	\$ 3,560	\$ 17,600	\$ -	\$ 4,200	\$ 27,032
Tustin	No	----	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trabuco Canyon WD	Yes	1/7/2016	2/24/2016	\$ 1,672	\$ 3,560	\$ -	\$ -	\$ 4,200	\$ 9,432
Westminster	No	----	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Yorba Linda WD	Yes	1/28/2016	2/24/2016	\$ 1,672	\$ 6,620	\$ 17,600	\$ -	\$ 8,400	\$ 34,292
									\$ 330,776

Orange County Water Loss Control Work Group:

The Orange County Water Loss Control Work Group has been established and has met five times since February 2016. These Work Group meetings are well attended, with an average of 27 representatives from 19 agencies. The next meeting is scheduled for October 18th. These meetings have focused on training staff to complete water balances, data interpretation, and data validation. Case study presentations have also been an

important feature in the Work Group meetings and have included water balance experience from the City of Westminster and Moulton Niguel Water District. Yorba Linda Water District has also shared their experience with leak detection and repair. A future case study will be pressure management to save both water and energy.

DETAILED REPORT

We are approaching the end of year-one of this three year Water Loss Control Technical Assistance effort with WSO. Eighteen agencies have completed water balances using the AWWA methodology. The results include performance indicators such as the Infrastructure Leakage Index, real losses per service connection per day, and apparent losses per service connection per day. Attached is a presentation summarizing the methodology and results for these agencies.

A key recommendation coming out of the first year of this effort is to test the accuracy of large and small sales meters and to incorporate the results in the year-two water balances. This information will more clearly delineate the volumes of real losses from apparent losses and the establishment of more informed and strategic actions to minimize these losses.

To move this forward, staff conducted a Request for Proposals (RFP) process to select a contractor for meter accuracy testing services. On August 4, staff distributed the RFP to five companies known to provide these services. On August 18, staff received proposals from three companies: McCall's Meters, Inc., Westerly Meter Service Co., and Golden Meters Service, Inc. An RFP review panel was convened to review and score the proposals, and recommend the preferred company(ies) for MWDOC Board consideration. The review panel included representatives from MWDOC, Water Systems Optimization, Inc., El Toro Water District, Santa Margarita Water District, South Coast Water District, and Yorba Linda Water District. The criteria used to score the proposals included the Scope of Work and Methodology, Team Experience and Capabilities, References and Record of Performance, Schedule, and Budget. The review panel concluded that McCall's Meters, Inc. and Westerly Meter Service Company are both capable of providing the desired services and have the best combination of methodology, experience, references, schedule, and cost. The committee is recommending access to two companies to give agencies a choice between companies and the ability to spread the work across two contractors for timely completion. The committee is also recommending access to these services for up to five years. The costs proposed by these companies are summarized in Table 2.

WSO will assist agencies in establishing a representative sample of meters to be tested. The representative sample will include the age, manufacturer, model, and throughput of water in the sales meter population. The targeted number of sales meters to be tested for each agency ranges from a minimum of 30 meters for a small agency to 0.5% of all sales meters for a large agency. Because it is not known how many agencies will participate and how many meters will be tested, staff is not able to provide a total cost estimate for this work. However, staff will provide progress reports to the Board via the Water Use Efficiency Department Activities Log contained in the Planning & Operations Committee meeting materials.

It is recommended meter accuracy testing be done periodically. However, once a sufficient number of meters have been tested throughout the County, an analysis will be performed to see if the results of the meter testing are statistically significant and can therefore be applied

to other agencies. The hope is that with sufficient meter accuracy testing, meter accuracy profiles could be developed minimizing the need for all agencies to perform periodic testing, which would result in long term cost savings. Ultimately, it may take several years of meter accuracy testing to develop profiles by manufacturer and meter type. These profiles do not exist today and would be beneficial to the entire water industry.

Table 2		
Summary of Meter Accuracy Testing Fees		
	McCall's	Westerly
Small Meter Testing		
5/8 - 1 in.	\$ 35.00	\$ 30.00
1 1/2 in. and up	\$50 to \$55 (1)	\$ 65.00
3 in. Turbine	\$ 70.00	--
Large Meter Testing		
3 in and up.	\$250 (2)	\$ 175.00
Rates for attending meetings	\$100/day	\$125/hr + mileage
(1) Fixed rate of \$50 for non-turbine meters and \$55 for turbine meters.		
(2) Requires a minimum of 4 meters per day; If less than 4 tests, a portal to portal fee of \$125 will be charged.		

These meter accuracy testing services will be made available to agencies using the Choice-based cost-sharing framework for agencies who opt-in to this service. Participating agencies will cover the full cost of meter accuracy testing services. MWDOC staff will manage the meter accuracy testing contractors and facilitate retail agency access to these services.

Longer term, staff and member agencies are considering what other types of shared services might be needed. For example, if member agencies have a long term need for meter accuracy testing services, that could become a shared service that MWDOC could provide. Similarly, if agencies need leak detection services, that too could become a shared service that MWDOC could provide. In either case, MWDOC could contract for these services with outside companies or we could develop these skills and acquire the needed equipment internally and make them available to our agencies. It is anticipated that within the next year staff and member agencies will have a better understanding of what types of shared services are needed and how they can be provided to the agencies.

Staff recommends the Board of Directors:

1. Review and discuss the status of MWDOC's Water Loss Control Program,
2. Authorize the General Manager to enter into agreements with McCall's Meters, Inc. and Westerly Meter Service Company for up to five years to provide meter accuracy testing services to interested member agencies, and

3. Authorize the General Manager to enter into Choice-based cost-sharing agreements with agencies wishing to access meter accuracy testing services.

MWDOC Water Loss Control Workgroup



Planning & Operations Committee

September 6, 2016

Presentation Content

- ***Statewide Context***
- ***Water Loss Control Introduction***
- ***MWDOC Technical Assistance Program***
- ***Regional Results***
- ***Shared Services***

WSO Team Members



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State Requirements

How does this fit with SB 1420 and SB 555?

SB 1420

submit audit with UWMP

July 1, 2016

SB 555

submit validated audit to DWR

must include documentation

October 1, 2017

Technical Assistance Program (CA-NV AWWA)
two tracks: *New Learner and Early Adopter*

Water Auditing

Water auditing aims to...

1. Determine volumes of input, consumption, and **water loss**.
2. Study the reliability and accuracy of water audit **data sources**.
3. Communicate **system efficiency** with performance indicators.

AWWA Water Balance

WATER SUPPLIED	AUTHORIZED CONSUMPTION	BILLED AUTHORIZED CONSUMPTION	BILLED METERED CONSUMPTION	REVENUE WATER
			BILLED UNMETERED CONSUMPTION	
		UNBILLED AUTHORIZED CONSUMPTION	UNBILLED METERED CONSUMPTION	NONREVENUE WATER \$\$\$ 💧💧💧
			UNBILLED UNMETERED CONSUMPTION	
	WATER LOSSES	\$\$\$ APPARENT LOSSES \$\$\$	CUSTOMER METER INACCURACIES	
			UNAUTHORIZED CONSUMPTION	
			DATA HANDLING ERRORS	
💧💧💧 REAL LOSSES		💧💧💧		

How reliable is water audit data?

What are the volumes and values of water losses?

Types of Water Loss

Apparent Losses



Real Losses



Apparent Losses

water volume that reaches customers

but is not registered or properly tracked

(and so you're not paid)



Apparent Losses

often referred to as “paper losses”

focus on **revenue optimization**

reducing Apparent Losses **increases revenue**

but creates **no new water**

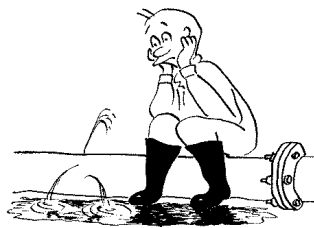
Real Losses

often referred to as “physical losses”

leaks

seeps

breaks



Real Losses



reducing Real Losses *creates an additional resource*

can reduce operating costs

can defer capital expenditure

Performance Indicators

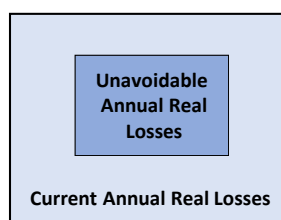
FINANCIAL INDICATORS	UNITS
Non Revenue Water volume as % of Water Supplied	%
Non Revenue Water value as % of operating cost	%

OPERATIONAL EFFICIENCY INDICATORS	UNITS
Apparent Losses per Service Connection per Day	gal / conn / day
Real Losses per Service Connection per Day	gal / conn / day
Real Losses per Service Connection per Day per PSI	gal / conn / day / PSI
Infrastructure Leakage Index	ratio

Better Than Percentages

- Real Losses / service conn / day
- Apparent Losses / service conn / day
- Infrastructure Leakage Index (ILI)

$$ILI = \frac{\text{actual real losses}}{\text{technical minimum}}$$



After the Water Balance...

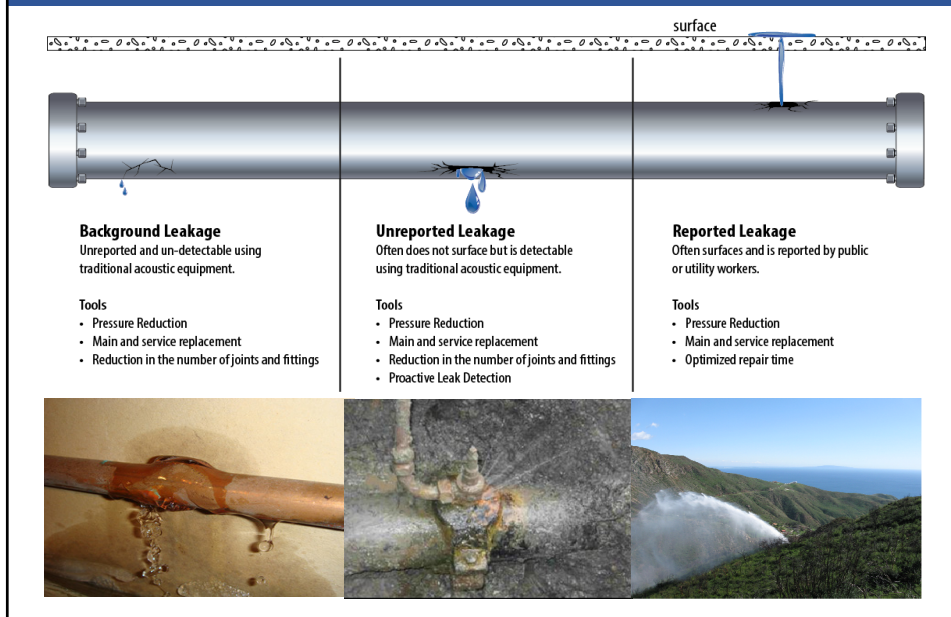
Complete AWWA Water Balance:

- ✓ Volume of Apparent Losses
- ✓ Volume of Real Losses
- ✓ Performance Indicators
- ✓ Data Validity Score

Remaining Assessments:

- Where are losses occurring?
- What types of leakage?
- Cost-effective strategies?

Component Analysis



Water Loss Management

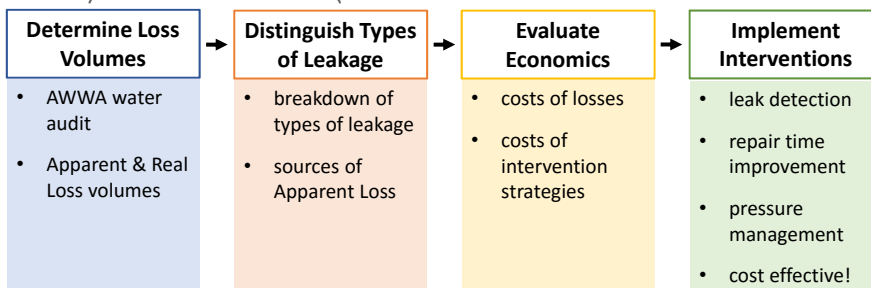
powerful

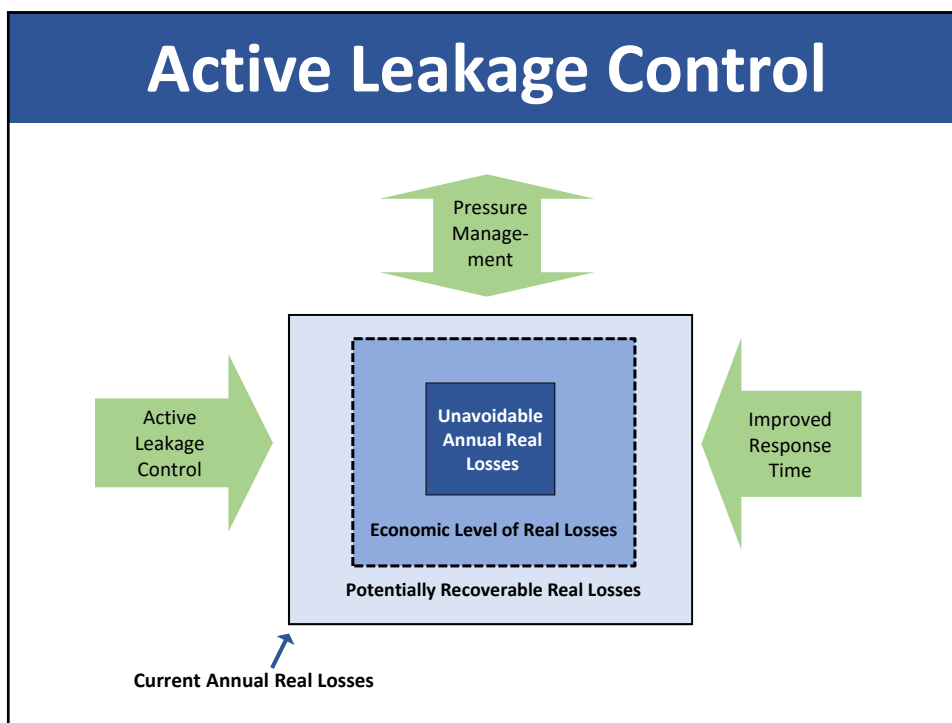
informed

cost-effective

WATER LOSS CONTROL PROGRAM!

**** Evaluation of Uncertainty ****





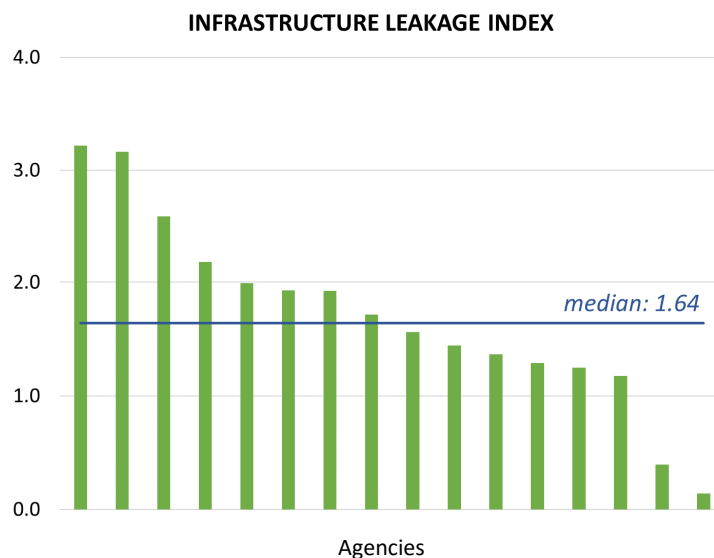
MWDOC Water Loss Program

MWDOC Water Loss Control Program goals:

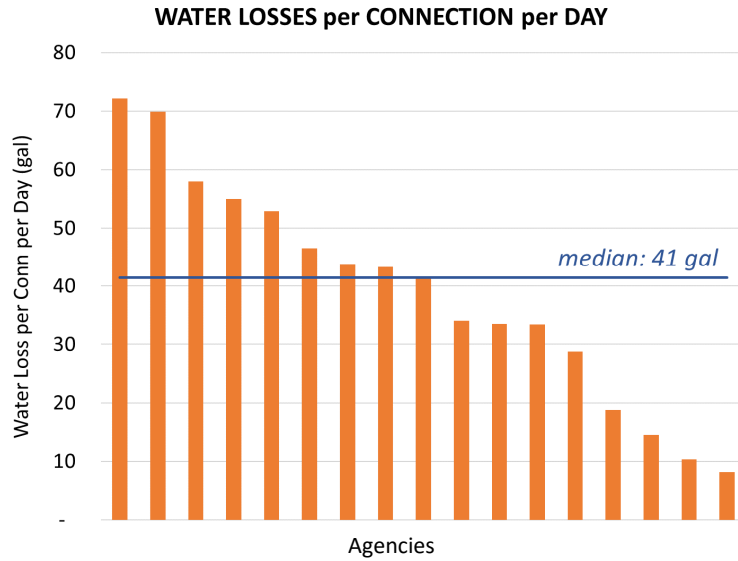
- Establish water loss control **working group**
- Contract **shared services**
- Evaluate **water losses**
- Design cost-effective **recovery strategies**
- Set a **national example** for proactive water loss control

members select which goals they want to pursue

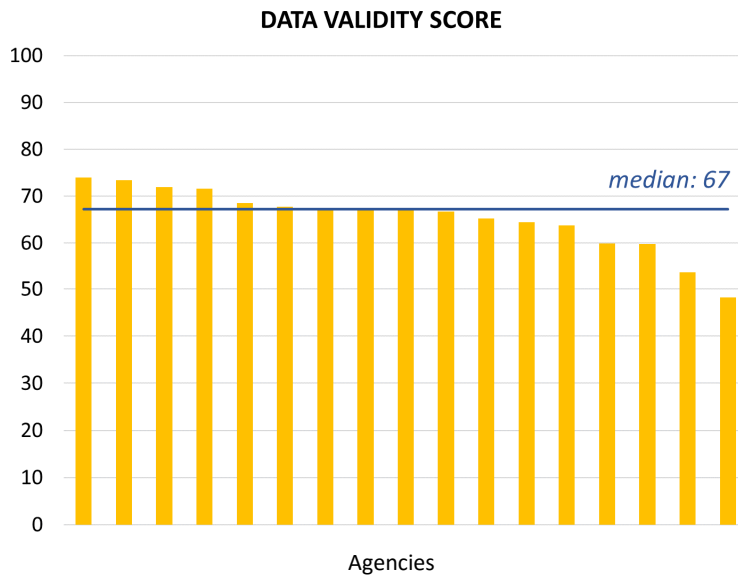
Regional Results



Regional Results



Regional Results



Regional Results

17 audits compiled

Water Losses:

\$12 million

13,000 AF

Regional Results

What's possible with a leakage volume valued at
\$8 million?

current ILI: 1.7

reduced ILI: 1.3 *25% reduction*

\$2 million budget for leak detection...

5,700 survey miles at \$350/mile!

What Now?

Reporting

*focus on future audit protocols and data sources
documentation of uncertainty and data validity*

Customer Meter Testing

divides Total Losses into Real and Apparent Losses

Component Analysis of Real Losses

essential step for water loss control program design

Leak Detection

locate and repair leaks

Discussion



CONSENT CALENDAR ITEM

September 21, 2016

TO: Board of Directors

FROM: Administration & Finance Committee

Rob Hunter, General Manager

Staff Contact: Cathy Harris and Katie Davanaugh

SUBJECT: APPROVE CHANGES TO RECORDS RETENTION SCHEDULE

STAFF RECOMMENDATION

Staff recommends the Board of Directors approve the proposed changes to the District's Records Retention Schedule, as presented.

COMMITTEE RECOMMENDATION

Committee reviewed the proposed changes and recommended the Board approve.

SUMMARY

As part of the goals established for 2016, to improve upon the current District Records Management Program processes and procedures, staff has been working with Diane Gladwell, Gladwell Governmental Services, since early July. The first step in the process has been a thorough review of the District's Records Retention Schedule.

The consultant held interactive discussions with each MWDOC department to review "Best Practices" and legal requirements with regard to record series, appropriate retention schedule categories and length of time required to retain official District records. A redline of the proposed changes is included in the staff report which has been reviewed by legal counsel. Once the Records Retention is approved, the next step in the process will involve the review of all records in the library, vault, staff offices and off-site storage and to either purge, file or send records off-site based on the most efficient and cost effective method.

Significant strides have been made since the District implemented an Electronic Records Management System in 2004. However, Records Management is an ongoing task and it is time to evaluate processes and procedures for this 2016/17 fiscal year in an effort to continue to reduce paper and improve efficiencies.

At the end of this current fiscal year, staff will have completed the following:

- The Electronic Records Management Program software (Laserfiche) is the District's official filing repository. Laserfiche will be updated with the most current software and a more efficient electronic filing structure will be implemented.
- Revise and implement the District's email policy and train staff on filing of emails in compliance with the District's Retention Schedule.
- Implement a District-wide standard naming convention within each department for all electronic records and files.
- Training for all existing and new employees will be implemented so that everyone is naming files/documents consistently and documents are maintained in accordance with the District's Retention Schedule.
- Significant improvement in the library and vault areas whereby there will be a reduction of paper.
- Reduction of paper in staff offices.

In looking ahead to fiscal year 2017/18, staff will evaluate implementing an electronic component of managing emails as well as an improved workflow component to allow for collaboration when working on the same document thus reducing the number of duplicate documents in the system. Additionally, as requested by the Board, an update of accomplishments for this project, as well as tasks to be completed, is attached for your information.

Task	Status	Estimated Completion
Evaluate the former mNemoDex (hand-typed index) and determine how to best convert to another system in the most efficient and expedient manner.	Completed	8/12/16
Evaluate and revise Records Retention Schedule	in progress	9/21/16
Purchase additional scanners	in progress	9/30/16
Update Records Destruction Procedures and email policies and implement a trustworthy electronic records policy.	in progress	10/19/16
Laserfiche: Update Software	In progress	10/30/16
Develop plans for the expansion of the Laserfiche system.	In progress	12/30/16
Acquire a secure service for District computer backups.	in progress	3/31/17

Task	Status	Estimated Completion
Coordinate the selection and training of Temporary Staff to Sweep Records in Library, vault, office, and off-site storage (Iron Mountain). This task will commence in the October/November timeframe.	in progress	5/31/17
Establish District-wide electronic Records Filing and Naming Convention Standard and implement improved electronic filing system structure	In progress	5/31/17
Provide District-wide employee training on policies and procedures	In progress / ongoing	5/31/17
Develop and implement New Employee Training / Annual Training Procedures	in progress	5/31/17
Develop and Implement a Records Management Audit Program	TBD	6/30/17
Review and update the Administrative Code pertaining to Records Management (if required)		Tbd

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

responsibility	Dept.	Code	Record Series	Definitions	Citations	Retention	V	H	C
cathy	Administration	ADM01	Administration	Records related to general administrative activities and duties of the District. Includes general memos, letters, reports, visitor log, District Report of Gifts forms, and surveys pertaining to day-to-day function of the District office.	CA GC 60201, 60203, AC 11100	3			
cathy	<u>Administration</u>	<u>ADM01</u>	<u>Drafts, non-District records, and transitory documents not retained in the ordinary course of business</u>	<u>Preliminary drafts, calendars, checklists, e-mail messages unrelated to District business, invitations for non-District events, instant messaging, logs, mailing lists, meeting room registrations, supply inventories, telephone messages, text messages, unrelated to District business, transmittal letters, thank you's, undeliverable envelopes, visitors logs, voice mails, webpages, etc.</u>	<u>CA GC 60201, AC 11102</u>	<u>AR</u>			
cathy	<u>Administration</u>		<u>Copies</u>	<u>Photocopies or duplicates of any record</u>	<u>CA GC 60200, AC 11102</u>	<u>AR</u>			
cathy	Administration	ADM02	Successful Proposals Relating to Real Property	Records related to bid invitations, RFP's, successful proposals and bids, drawings and specifications issued by the District for competitive bid, relating to real property. Successful bid is awarded a contract. This file does not include the original contract or insurance information.	CA GC 60201, CA CCP 337, <u>AC 11100</u>	PE	X	X	
cathy	Administration	ADM03	Successful Proposals Not Relating to Real Property	Records related to construction and service bid invitations, RFP's, successful proposals and bids, drawings and specifications issued by the District for competitive bid. Successful bid is awarded a contract. This file does not include the original contract or insurance information.	CA GC 60201, CA CCP 337, <u>AC 11100</u>	CL+10	X	X	
cathy	Administration	ADM04	Unsuccessful Proposals	Records related to Requests for Proposals issued for competitive bids received and not selected for services.	CA GC 60201, 60203 , AC 11100	CL+ <u>2</u> 6			
cathy	Administration	ADM05	Business Plan Records	Reports describing long-range planning, District services, and goals of the District. Includes strategic plans and financial planning records	CA GC 60201, 60203 , <u>AC 11100</u>	PE		X	
cathy	Administration	ADM06	Historical Records	Records related to the history of the District. Includes photos, anniversary celebrations, facility dedications, proclamations , and awards. these items are the archives collection.	CA GC 60201, 60203 , <u>AC 11100</u>	PE		x	
cathy	Administration	ADM07	Permits & Licenses	Records related to permits and licenses necessary for the operation of the facilities and District. Includes business license , <u>operating permits</u> , <u>NPDES permits</u> , <u>building & construction permits</u> , and Department of Health and Safety permits.	CA GC 60201, 60203 , 40 CFR 122.41, 40 CFR 141.33, 40 CFR 144.91 , <u>AC 11100</u>	PE	x		
cathy	Administration	ADM08	Administrative Policies and Procedures	Records providing documentation on the implementation of management and administrative policies and directors for District functions . Includes MWDOC's Rules and Administrative Code.	CA GC 60201, 60203 , <u>AC 11100</u>	PE		x	
cathy	Administration	ADM09	Safety	Records regarding District Safety Policy & training. Includes employee safety training, special skills of staff, APP Manual , OSHA <u>Inspections or citations</u> , information , Sexual Harassment Training and Ergonomics training .	8 CCR 3203, CA GC 60201, 60203 , 29 CFR 1904.33, OMB 1220-0029, 8 CCR 14300.33, <u>AC 11100</u>	<u>5</u> SU+10	x		
cathy	Administration	ADM10	Emergency & Security	Records providing instructions in the event of a disaster, including evacuation information, Emergency & Disaster Plans, Emergency Response Inspection Requirements, Security Policies, Continuity of Operations Plan and related correspondence.	CA GC 60201, 60203 , <u>AC 11100</u>	SU+3	x		
cathy	Administration	ADM11	Materials Safety Data Sheets <u>/Safety Data Sheets</u>	Records related to the use of hazardous substances.	<u>AC 11103</u> , 40 CFR 122.21 , <u>8 CCR 3204(d)(1)(A) et seq. (B)(2 and 3), AC 11100</u>	PE	x		
cathy	Administration	ADM12	Public <u>Records</u> , information Requests	Requests for records under the Public Records Act, includes MWDOC response	CA GC 6251 , 60201, <u>AC 11100</u>	CL+ <u>2</u> 4			

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

responsibility	Dept.	Code	Record Series	Definitions	Citations	Retention	V	H	C
cathy	Administration	ADM13	Records Management Files	Records related to the management of District records: (a) Documentation of the location of records within the District offices, and transfer of records to an offsite records center (b) Destruction Certificates that certify (confirm) the destruction of official records that have been approved for destruction, and attests that destruction was accomplished in accordance with policies and procedures (c) Records Retention Schedule: a legal document listing record series maintained by the District, with associated retention periods, characteristics, the responsible department, and legal citations	CA GC 60201, 60203 , AC 11100	PE		x	
	Administration	ADM14	District Insurance Records	Records related to insurance policies purchased by the District, includes the policies and any amendments. Excludes invoices, premium payment information, and general correspondence pertaining to insurance.	CA GC 60201 CCP 337 , AC 11100	PE	x		
	Administration	ADM15	Public Notices	Records announcing Requests for Proposals or Requests for Quotes including proofs of publication.	CA GC 60201, AC 11100	<u>2</u> 5		*	
cathy	Administration	ADM16	General Correspondence	Records related to internal and external general communications. Includes memos and letters kept in chronological order as a convenience file.	CA GC 60201, 60203 , AC 11100	<u>2</u> 3		x	
cathy	Administration	ADM17	Reference Files (Not District Records)	Documents used for reference and research, such as books, technical journals, reference materials, reports, studies, magazines, periodicals, and presentations. Includes Library Policies & Procedures.	CA GC 60201, 60203	AR			
cathy	Administration	ADM18	Equipment Maintenance & Warranty Information	Records related to the maintenance, & warranty information for equipment & furniture purchased by the District. Does not include purchase or repair invoices (see Finance section).	CA GC 60201, 60203 , AC 11100	SA- 4	*		
cathy	Administration	ADM20	MWDOC Member Agencies	Correspondence to and from Member Agencies relating to issues directly impacting MWDOC business and information from Member Agency Manager's Meetings.	CA GC 60201, 60203 , AC 11100	7		*	
cathy	Administration	ADM21	Other Agencies	Correspondence to and from other agencies relating to MWDOC business.	CA GC 60201, 60203 , AC 11100	5		*	
cathy	Administration	ADM22	Outside Agency Event Information (Not District Records)	Records related to events sponsored by other agencies attended by MWDOC Directors & Staff. Includes conference & seminar information and travel records. Does not include attendance records, expense reports, or payment records.	CA GC 60201, 60203	AR CL+2			
cathy	Human Resources	HR01	Employee Benefit Plans & Programs	Records related to all employee benefits plans and programs, including health and life insurance policies & information, tuition reimbursement, eligibility, Illness & Injury Prevention Plan (IIPP) , and retirement plans. Does not include employee enrollment or other individual forms.	29 CFR 1627.3, CA GC 12946 60201 (4)(4+2) 29 USC 1027, AC 11100	CL+ 5 7	*		
cathy	Human Resources	HR03	Salary Schedules	Records related to District Salary Schedules as established by the Board.	CA GC 60201(d)(12), 60203 , 29 CFR 1627.3, AC 11100	SU+7	X		
Pa cathy	Human Resources	HR04	Medical Files	Records related to the medical history of employees, pre-employment physicals , required physicals or drug testing, doctor releases/notes for workers' compensation or other medical absences.	8 CCR 3204, 29 CFR 1910.1020(d)(1)(i) ; GC 12946, 60201, AC 11100	TE+ 30 5	X		X
93 cathy	Human Resources	HR05	Personnel Manual	Records related to Personnel Policies of the District.	CA GC 12946, 60201, 60203 , AC 11100	SU+3			
204 cathy	Human Resources	HR06	Personnel Administration records	Records related to the overall administration of personnel activities. Includes studies, surveys, and reports.	CA GC 60201, AC 11100	4			

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

responsibility	Dept.	Code	Record Series	Definitions	Citations	Retention	V	H	C
cathy	Human Resources	HR07	Personnel Files	Records related to individual employees. Includes employment applications, pre-employment-physicals, I-9 forms, training records, performance evaluations, driving records, awards or certificates, salary information, insurance enrollment, beneficiary designations and other forms, and separation documents.	CA GC 3105, 12946, 60201, 60203 , 29 CFR 1602.14, 1602.31 & 1627.3, 8 USC-1234a , 29 USC 1113, AC 11100	TE+ <u>7</u> 5	X		X
cathy	<u>Human Resources</u>	<u>HR08</u>	<u>Deferred Compensation Statements, Pension Plan Statements</u>	<u>Employer Statements</u>	GC 60201; AC 11100	<u>7</u>			<u>X</u>
cathy	<u>Human Resources</u>	<u>HR09</u>	<u>Drug & Alcohol Tests</u>	<u>Employee Results (Positive & Negative</u>	29 CFR 1627.3(b)(1)(v), GC 12946, 60201; 49 CFR 655.71 et seq.; 49 CFR 382.401 et seq. 49 CFR 653.71, AC 11100	<u>5</u>			<u>X</u>
cathy	<u>Human Resources</u>	<u>HR10</u>	<u>Employee Training Records (District-Sponsored)</u>	<u>Course Material and Sign In Sheets for employee training</u>	8 CCR 3203 et seq., 29 CFR 1602.31, CA LC 6429(c); CA GC 12946, 60201, 53235.2(b), AC 11100	<u>5</u>			
cathy	<u>Human Resources</u>	<u>HR11</u>	<u>I-9s</u>		INA 274A(b)(3); INS Rule 274a.1(b)(2); 29 CFR 1627.3(b)(i), CA GC 12946, 60201; INA 274A(b)(3), AC 11100	<u>TE+3</u>			<u>X</u>
cathy	Human Resources	HR08	Employee Complaints	Records related to employee complaints, includes MWDOC response and disciplinary action.	CA GC 12946, 60201, 60203 , 29 CFR 1602.31, <u>AC 11100</u>	TE+5			X
cathy	Human Resources	HR09	Recruitment Records	Records regarding the advertisement of available positions. Includes job descriptions, job postings, advertising, interviews, resumes, applications, testing questions and results.	29 CFR 1602.32, 29 CFR 1627.3. 2 CCR 11013(c) CA GC 12946, 60201, AC 11100	CL+ <u>3</u> 2			X
cathy	Human Resources	HR11	Forms	Blank forms pertaining to Personnel administration.	CA GC 60201, 60203	SU+1			
cathy	Human Resources	HR12	Organizational Chart	Records related to District organizational structure.	CA GC 60201(d)(1), 60203 , <u>AC 11100</u>	<u>P SU+5</u>			
cathy	Human Resources	HR13	Retiree Benefits (<u>COBRA, Health Benefits</u>)	Records regarding benefits offered to retirees	CA GC 60201(d)(12), 60203 , 29 CFR 1627.3, <u>AC 11100</u>	CL+ <u>7</u> 5	*		
cathy	Human Resources	HR14	<u>Background Checks</u> New Hire Information	Records related to background checks for newly hired employees.	CA GC 60201, 60203 , <u>AC 11100</u>	TE+ <u>7</u> 5			X
Payroll	Human Resources	HR16	Risk Management / <u>Workers Compensation Claims</u>	Records related to Worker's Compensation Claims, Disability Claims, and Incident/Accident Reports.	29 CFR 1904 et seq. 8 CCR 10102; 8 CCR 15400.2, 8 CCR 3204(d)(1) et seq., 29 CFR 1910.1020, CA GC 12946, 60201, CA CCP 337, AC 11100	<u>TE+30</u> ST+5	*		X
Finance	Finance	FIN01	General Ledger	Financial records related to the general ledger posting. <u>The Financial Database can re-create reports upon demand.</u>	CA GC 60201, 60203 , AC 11101	PEAU -AU	*	*	

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

responsibility	Dept.	Code	Record Series	Definitions	Citations	Retention	V	H	C
Finance	Finance	FIN02	Interim Financial Reports	Records describing the financial status of the District. Includes financial, fiscal, and monthly reports, worksheets, printouts, and statements on the financial position and condition of the District. <u>The Financial Database can re-create reports upon demand.</u>	CA GC 60201, AC 11102	40AR-AU+7	✗	✗	
Finance	Finance	FIN03	Audit Records	Records related to reviewing the District's activities to ensure compliance with policies, procedures, and standards. Includes draft reports and correspondence. Does not include final audit report.	CA GC 60201, 60203 , 26909-AC 11100	AU+7	✗	✗	
Finance	Finance	FIN04	Annual Financial Report & Auditor Report	Records describing the financial status of the District, including the Annual Financial Report and the Final Audit Report.	CA GC 60201, 60203 , 26909-AC 11100	PE		X	
Finance	Finance	FIN05	Draft MWDOC Budget	Records related to internal financial planning and management. Includes final budget vs. cost reports, summaries, worksheets, and goals and objectives.	CA GC 60201, 60203 , AC 11102	7AR-AU		X	
Finance	Finance	FIN06	Final MWDOC Budget	Records related to the Final MWDOC Annual Budget and milestones for the final approved budget. Final budget is approved by the Board.	CA GC 60201, 60203 , AC 11100	PE	✗	<u>X</u>	
Finance	Finance	FIN07	Accounts Payable	Records related to payment of financial obligations (money owed by the District). Includes vendor invoices, bills, check requests, statements including credits/refunds, disbursement reports, completed purchase orders & purchase requisitions, travel & expense reports, membership renewal payments, and petty cash.	CA GC 60201, 60203 , AC 11100	AU ST +7			
Finance	Finance	FIN08	Accounts Receivable	Records related to accounting for money owed to the District. Includes cash receipts, check copies, uncollectible debts, MWDOC invoices and bankruptcies. Excludes Water Billing.	CA GC 60201, 60203 , AC 11100	AU ST +7	X		
Finance	Finance	FIN09	Payroll Records	Records related to payment of labor costs. Includes employee timesheets, completed request for leave forms, salary, wage, and deferred compensation; deduction, garnishment, and retirement contribution.	29 CFR 516.5, 29 CFR 516.6, CA GC 60201(d)(12) , 60203 IRS Reg 31.6001-1(e)(2), R&T 19530; LC 1174(d), 8 CCR 11040.7(c), AC 11100	AU +7 40	X		X
Finance	Finance	FIN10	Payroll Tax Records	Records related to Annual & Quarterly payroll tax filings, includes W-2 forms.	CA GC 60201, 29 CFR 516.5, 516.6, 60203 , AC 11100	AU +7 PE	✗		X
Finance	Finance	FIN11	Banking Record	Records related to bank transactions. Includes deposits of funds, cancelled checks, check registers, bank advices, wire transfers, bank statements, and reconciliations.	AC 11100, CA GC 60201, 60203 , 26 CFR 31.6001-1	AU+7	✗		
Finance	Finance	FIN12	Cash & Investment Record	Records related to portfolio investments. Includes cash flow statement, transaction records, and investment pool statements.	CA GC 60201, 60203 , AC 11100	AU +7 PE	✗		
Finance	Finance	FIN13	Water Billing	Records related to the processing of the monthly water billing. Includes Metropolitan invoices, invoices issued, and reconciliation reports.	CA GC 60201, 60203 , AC 11100	AU +7 40	<u>X</u>		
Finance	Finance	FIN14	Fixed Asset Record	Records related to the acquisition, depreciation, and accruals of fixed assets. Includes purchase and sale or disposition information.	CA GC 60201, 60203 , AC 11100	SA+7	✗		

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

responsibility	Dept.	Code	Record Series	Definitions	Citations	Retention	V	H	C
Finance	Finance	FIN15	Grant Records / Conservation Grants	Records related to accepted/approved federal or state grants, includes financial records.	CA GC 60201, 2 CFR 200.33; 7 CFR 3016.42; 21 CFR 1403.36 & 1403.42(b); 24 CFR 85.42, 91.105(h), 92.505, 570.490, & 570.502(a&b); 28 CFR 66.42; 29 CFR 97.42; 40 CFR 31.42; 44 CFR 13.42; 45 CFR 92.42; OMB Circular A-110 & A-133 60203-AC 11100	CL+5	*		
Finance	Finance	FIN16	Old Business	Records related to previously closed finance-related issues not included in other record categories. Includes the OC Bankruptcy.	CA GC 60201, 60203-AC 11100	AU+7 CL+10			
Finance	Finance	FIN19	Payroll Report by Employee	Cumulative Report by Employee	CA GC 60201, AC 11100	PE		X	
Finance	Finance	FIN17	Conservation Funding Reconciliation	Records related to conservation project & program grant reconciliation	CA GC 60201, 60203-AC 11100	CL+7		*	
Finance	Finance	FIN18	Trustee Activity Records	Records of non-WFC trustee activities for agency deposits related to special projects	CA GC 60201, 60203-AC 11100	AU+7			
Finance	Information Technology	IT01	Computer Systems Records	Records and manuals related to District hardware records, maintenance files, software application files, database programs and backup tapes. Excludes data contained in any of the above programs.	CA GC 60201, AC 11102	AR SU	X		
Finance	Information Technology	IT02	Network Operating Manual	Records related to the operation of the District Information Technology.	CA GC 60201, 60203-AC 11102	AR SU+2	X		
Karl	Engineering	ENG01	Engineering Projects	Records related to major projects or capital improvements for District services.	CA GC 60201, CA CCP 337 60203-AC 11100	PE CL+10+AR	*		
Karl	Engineering	ENG02	Local Water Operations and Water Usage Databases	Records related to non-Metropolitan water operations. Includes water usage & production information and joint facility operations & maintenance allocations.	CA GC 60201, 60203-AC 11100	PE 40	X		
Karl	Engineering	ENG03	Drawings & Maps	Record Drawings / As-Builts & As-Bids , Records of graphic depictions (drawings, sketches) of facilities. Includes bid set drawings marked up by contractors during construction to show how facility or component is actually constructed, base maps for service areas, Director divisions, and atlases.	CA GC 60201, 60203-AC 11100	PE	X	X	
Karl	Engineering	ENG04	Facilities Maps	Record Drawings / As-Builts & As-Bids , Records related to planning of District facilities that are geographical in nature and show pipelines and other waterworks facilities.	CA GC 34090, AC 11100	PE 40+AR	X	X	
Karl	Engineering	ENG05	Research & Planning	Records related to planning of District projects and programs. Includes water reliability & drought issues, Orange County Water Plan , Water Demand Forecast & Regional Urban Water Management Plan , Five Year Water Projections, and water supply alternatives.	CA GC 60201, 60203-AC 11100	10+AR	X	X	
Karl	Engineering	ENG06	Service Connections & Plans & Specifications Allen McColloch Pipeline	Records related to service connections, local distribution systems, and Allen McColloch Pipeline (AMP) operations . Does not include records regarding sale of AMP.	CA GC 60201, 60203-AC 11100	PE 40+AR	X	X	
Karl	Engineering	ENG07	Rates, Fees and Charge Records	Records related to determining rates and fees charged by the District, includes annual water rates survey, tracking budget .	CA GC 60201, 60203-AC 11100	10+AR	X	*	
Karl	Engineering	ENG08	Engineering Plans, Reports & Studies	Reports & Studies conducted by the Engineering Department , Water Rate Survey , Master Plans , Fixed Treatment Charge Project Files , Conveyance of Local Water , etc.	CA GC 60201, AC 11100	PE			

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

responsibility	Dept.	Code	Record Series	Definitions	Citations	Retention	V	H	C
Karl	Engineering	ENG09	Plan Checks - Pipeline	Construction within the District's Easements / Rights of Way	CA GC 60201, CA CCP 337, AC 11100	PE	X		
Karl	Engineering	ENG10	Engineering Projects - Administration Files	Project Administration, Project Schedules, Certified Payrolls, Cost of Construction, Logs, Insurance Certificates from Contractors, Correspondence, Advertising, Labor Compliance, Temporary Encroachment Permits, etc.	CA GC 60201, CA CCP 337, AC 11100	CL+10			
Karl	Engineering	ENG11	Connections & Interties - East Oragne County, Dohenvy, etc.	Drawings and Specifications. etc.	CA GC 60201, CA CCP 337, AC 11100	PE	X		
Karl	Metropolitan Water District of Southern California	MET01 MAWD01	Metropolitan Administrative Correspondence Information	Records related to Metropolitan issues of vital interest to MWDOC business that are not easily obtained or readily available through other electronic means.	CA GC 60201, 60203 , AC 11100	5+AR			
Karl	Metropolitan Water District of Southern California	MET02 MAWD02	Operations & Service Interruptions	Records related to Metropolitan water operations that are of vital interest to MWDOC business. Includes shutdown information & chlorination notifications & reports, treatment facilities, distribution system (including maps, capacity diagrams, & detailed schematics), water quality, and water reliability.	CA GC 60201, 60203 , 40-CFR-141.33 , AC 11100	5+AR			
Karl	Metropolitan Water District of Southern California	MET03 MAWD03	Projects & Programs	Records related to Metropolitan projects and programs that are of vital interest to MWDOC business. Includes Capital Improvement Program, desalination projects, water supply projects, Interim Agricultural Water Program, Local Resources Program, power related projects, groundwater Conjunctive Use Programs, and Community Partnering Program.	CA GC 60201, 60203 , 40-CFR-142.44 , 40-CFR-141.33 , AC 11100	CL of Met Contract + 5 CL+5			
Karl	Metropolitan Water District of Southern California	MET04 MAWD04	Water Transfers & Wheeling	Records related to Water Transfers and Wheeling that are of vital interest to MWDOC business.	CA GC 60201, 60203 , 40-CFR-142.44 , 40-CFR-141.33 , AC 11100	5			
maribeth	Board of Directors	BOD01	Board of Directors Administrative Records	Records related to the Board of Directors. Includes general correspondence and reports, Informal Proclamations	CA GC 60201, 60203 , AC 11100 11102	2			
maribeth	Board of Directors	BOD02	Board and Internal Policies	Policy set by Board of Directors, Formal Proclamations	CA GC 60201, 60203 , AC 11100	PE	x	x	
maribeth	Board of Directors	BOD03	Ordinances and Resolutions	Records related to regulations for the District that are approved or adopted by the Board of Directors, and the normal expression of the will, opinion, and intent voted by the Board of Directors. Includes proofs of publication	CA GC 60201, AC 11100	PE	x	x	
maribeth	Board of Directors	BOD04	Board & Committee Meetings, Agendas, Packets and Notices	Records related to information provided to the official Board of Directors for consideration and action at official proceedings. Includes agendas, and staff reports ("Agenda Packet") records related to committee operations and meetings, rosters of committee members, discussion points, action and information submittals, regular and special meeting notices, and adjournment and cancellation notifications.	CA GC 60201, 60203 , AC 11100	PE	x	x	
maribeth	Board of Directors	BOD05	Board & Committee Meeting Minutes	Records related to actions and decisions of the Board of Directors. Includes minutes, administrative orders, minute orders, and minute actions.	CA GC 60201, AC 11100	PE	x	x	
maribeth	Board of Directors	BOD06	Board & Committee Meeting Notes	Records include shorthand notebooks, stenotype records, and keys to audio tapes (Preliminary drafts)	CA GC 60201, AC 11102 11100	EX 1			
maribeth	Board of Directors	BOD07	Board & Committee Meeting audio recordings and video tapes	Records include audio and video tape recordings of Board & Committee Meetings <i><u>made for whatever purpose (e.g., when used for minute preparation)</u></i> or where they may have historical value.	AC 11103 / CA GC 60201 , 60203 AC 11100 , CA GC 54953.5(b)	CL + 30 days			

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

responsibl	Dept.	Code	Record Series	Definitions	Citations	Retention	V	H	C
maribeth	Board of Directors	BOD08	Election Records	Records related to the election process. Includes filings information , maps, directors' divisions, polling places and election results.	CA GC 60201, 81009 , CA EC 17100, AC 11100	PE			
maribeth	Board of Directors	BOD09	Oath of Office	Records of the Oaths of Office, <u>Election Certificates</u> , and related materials depicting the authenticity of the appointment of any of the Directors or Executive Officers of MWDOC.	CA GC 60201, 60203 , AC <u>11100</u> 11101	PE		x	
maribeth	<u>Board of Directors</u>	<u>BOD10</u>	<u>Public Notices, Legal Advertising, Proof of Publication</u>	<u>Proof of publications, notices, Brown Act notices, mailing lists, etc.</u>	<u>CA GC 60201, AC 11100</u>	<u>2</u>			
maribeth	<u>Legal</u>	<u>LGL01</u>	<u>Annexation Files</u>	Records related to receiving or transferring land within District boundaries.	CA GC 60201	PE	x	X	
maribeth	<u>Legal</u>	<u>LGL02</u>	<u>Formation Files</u>	Records documenting the terms under which the District was formed, organized, re-organized or consolidated. Includes directives from LAFCO on boundaries or services.	CA GC 60201, 60203 , <u>AC 11100</u>	PE	x	X	
maribeth	<u>Legal</u>	<u>LGL03</u>	<u>Property Owned by the District, Parcel Records</u>	Records related to real property. Includes deeds, easements, and similar documents related to property which MWDOC holds or owns.	CA GC 60201, AC 11100	PE	x	X	
maribeth	<u>Legal</u>	<u>LGL04</u>	<u>Legal Opinions</u>	Records related to legal opinions on issues, problems, and policies impacting the organization.	CA GC 60201, <u>AC 11100</u>	PE		X	X
maribeth	<u>Legal</u>	<u>LGL05</u>	<u>Litigation Files</u>	Records related to threatened or actual litigation or government investigations. Includes subpoenas, pleadings, discovery files, work product, exhibits, final judgments, and court documents.	CA GC 60201, 60203 , CA CCP <u>337, 583, 310, AC 11100</u>	CL+5	x	x	x
maribeth	<u>Legal</u>	<u>LGL06</u>	<u>Subpoenas</u>	Records related to subpoenas received by the District, where MWDOC is a third party. Includes the District's response.	CA GC 60201, 60203 , <u>AC 11100</u>	CL+ <u>2</u> , <u>7</u>			
maribeth	<u>Legal</u>	<u>LGL07</u>	<u>Fair Political Practices Commission Filings (<u>Form 700s</u>)</u>	Records related to FPPC filings for campaign contributions. Includes annual conflict of interest filings (Form 700) for Board members, employees, and consultants; assuming/leaving statements; and lobbyist registration.	CA GC 81009(e)(g), CA EC-47000, AC 11100	<u>7</u> , PE		x	
maribeth	<u>Legal</u>	<u>LGL08</u>	<u>Contracts & Agreements, Relating to Real Property</u>	Records related to obligations defined in contracts and agreements relating to real property. Includes promissory agreements, contracts for services, purchases and sales, certificates of insurance from vendors, and change orders.	AC-11103 , CA GC 60201, <u>CA CCP 337, AC 11100</u>	PE	x	<u>X</u>	
maribeth	<u>Legal</u>	<u>LGL09</u>	<u>Contracts & Agreements, Construction</u>	Records related to obligations defined in construction contracts and agreements. Includes promissory agreements, contracts for services, purchases and sales not relating to real property, certificates of insurance from vendors, and change orders.	AC-11103 , CA GC 60201, <u>CA CCP 337, AC 11100</u>	<u>PE</u> , CL+10+AR	X		
maribeth	<u>Legal</u>	<u>LGL10</u>	<u>Contracts & Agreements, General</u>	Records related to obligations defined in contracts and agreements. Includes software licenses, promissory agreements, contracts for services, purchases, and sales, certificates of insurance from vendors, and change orders.	CA GC 60201, 60203 , <u>CA CCP 337, AC 11100</u>	CL+ <u>10</u> , 7+AR	X		
maribeth	<u>Legal</u>	<u>LGL11</u>	<u>FPPC Campaign Statements (Forms 460, 470, 501, etc.) - Elected Officials</u>		<u>GC 81009(b)&(g), 60201</u>	<u>PE</u>			
maribeth	<u>Legal</u>	<u>LGL12</u>	<u>FPPC Campaign Statements (Forms 460, 470, 501, etc.) - NOT Elected</u>		<u>GC 81009(b)&(g), 60201</u>	<u>5</u>			
maribeth	<u>Legal</u>	<u>LGL13</u>	<u>FPPC Form 801 (Gift to Agency Report)</u>		<u>2 CCR 18944(c)(3)(G); CA GC 81009(e), 60201</u>	<u>7</u>			
maribeth	<u>Legal</u>	<u>LGL14</u>	<u>FPPC Form 802 (Event Ticket / Pass Distributions Agency Report)</u>		<u>CA GC 81009(e), 60201</u>	<u>7</u>			
maribeth	<u>Legal</u>	<u>LGL15</u>	<u>FPPC Form 803 (Behested Payment Report)</u>		<u>CA GC 81009(e), 60201</u>	<u>7</u>			
maribeth	<u>Legal</u>	<u>LGL16</u>	<u>FPPC Form 804 (Agency Report of New Positions)</u>		<u>FPPC Regulation 18734(c); CA GC 81009(e), 60201</u>	<u>PE</u>			

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

responsibility	Dept.	Code	Record Series	Definitions	Citations	Retention	V	H	C
maribeth	<u>Legal</u>	<u>LGL17</u>	<u>FPPC Form 805 (Agency Report of Consultants)</u>		<u>FPPC Regulation 18734(c); CA GC 81009(e), 60201</u>	<u>PE</u>			
maribeth	<u>Legal</u>	<u>LGL18</u>	<u>FPPC Form 806 (Agency Report of Public Official Appointments)</u>		<u>2 CCR 18944(c)(3)(G); CA GC 81009(e), 60201</u>	<u>7</u>			
maribeth	<u>Legal</u>	<u>LGL19</u>	<u>Ethics Training Certificates</u>	<u>Ethics Training Certificates for Board Members and Others</u>	<u>GC 53235.2(b), AC 11100</u>	<u>5</u>			
maribeth	<u>Legal</u>	<u>LGL20</u>	<u>Claims</u>	<u>Records related to Claims filed against, or by the District</u>	<u>CA GC 60201, CA CCP 337, AC 11100</u>	<u>CL+5</u>			
maribeth	Water Facilities Corporation	WFC01	Water Bonds & Certificates of Participation - Other Documents	Records related to interest-bearing certificates issued by the District to raise revenues. Includes interest & redemption vouchers and Certificates of Participation (COPS). Does not include Official Statement.	CA GC 60201 , 26907-4 , CA CCP 336 , 337.5, AC 11103	CL+10	*	*	
maribeth	Water Facilities Corporation	WFC02	Water Bonds & Certificates of Participation - Official Statement	Records including final official statement for Bond or COPS issuance.	CA GC 60201, 60203 , CA CCP 336 , 337.5, <u>AC 11100</u>	<u>CL+10</u> PE			
maribeth	Water Facilities Corporation	WFC03	Allen McColloch Pipeline Sale to Metropolitan	Records related to the sale of the AMP to Metropolitan. Includes the Sales Proceed Agreement, RPO distribution to the participants.	CA GC 60201, 60203 , <u>AC 11100</u>	PE	*	X	
maribeth	Improvement District No. 1	ID101	Improvement Bonds & COPS	Records related to interest-bearing certificates issued by the District to raise revenues. Includes certificates of participation (COPS).	CA GC 60201, 60203 , CA CCP 336 , 337.5, <u>AC 11100</u>	CL+10	*		
maribeth	Improvement District No. 1	ID102	Property Tax Filing	Records related to the filing of Property Taxes with the County of Orange.	CA GC 60201, 60203 , <u>AC 11100</u>	<u>AU+7</u> PE	*		
PA	Governmental Affairs	GA01	Federal Legislation	Information regarding House and Senate Bills.	CA GC 60201 , 60203	<u>AR</u> 40			
PA	Governmental Affairs	GA02	State Legislation	Information regarding Assembly & State Senate Bills and Ballot Initiatives.	CA GC 60201 , 60203	<u>AR</u> 40			
PA	Governmental Affairs	GA03	Legislative Correspondence	Records of correspondence related to State & Federal Legislation, including support & oppose letters and floor alerts.	CA GC 60201, 60203 , <u>AC 11100</u>	<u>2</u> 40			
PA	Governmental Affairs	GA04	Lobbyist Correspondence	Information regarding lobbyist activities & related correspondence. Does not include FPPC filings/Lobbyist registrations.	CA GC 60201, 60203 , <u>AC 11100</u>	<u>2</u> 40			
PA	Governmental Affairs	GA05	Consumer Confidence Reports	Information from Member Agencies, consultants, state government, related to the content for and annual production of the report.	CA GC 60201, 60203, AC 11109	SU+3 <u>222</u>			
PA	Public Affairs	PA01	Inspection Trips & Events	Records related to District sponsored trips/tours and other events. Includes venue information, invitations, agendas, and final attendee list. Does not include expense or cost reports or other financial information (see Finance section).	CA GC 60201, 60203 , <u>AC 11100</u>	CL+5			
PA	Public Affairs	PA02	Public Relations Information	Records related to preparing public information, brochures describing District activities, and advertising materials that promote District events or programs. Includes samples of promotional items, newspaper clippings and photographs, artwork, videos, news releases and newsletters.	CA GC 60201, 60203 , <u>AC 11100</u>	4			
PA	Public Affairs	PA03	MWDOC Website	Records relating to the creation & maintenance of the official MWDOC website.	CA GC 60201, 60203 , <u>AC 11102</u>	<u>AR</u> SU+3			
PA	Public Affairs	PA04	Public Complaint Files	Records related to verbal and written public complaints. <u>Including water quality complaints (odor, color, etc.)</u> Includes documentation regarding MWDOC's response. Does not include government and/or legal claims.	CA GC 60201, 60203 , <u>40 CFR 122.41(i)(2) & 40 CFR 141.33(b); 22 CCR 66470, AC 11100</u>	CL+ <u>5</u> 4			
PA	Public Affairs	PA05	Speeches & Presentations	Records related to the preparation of presentation materials by staff. Includes text of speeches, presentation materials, and computer presentation software files.	CA GC 60201, 60203 , <u>AC 11102</u>	5 +AR			

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

responsibility	Dept.	Code	Record Series	Definitions	Citations	Retention	V	H	C
PA	Public Affairs	PA06	School Program	Includes information from Discovery Science Center, contests, school presentations, and information from other education related events.	CA GC 60201, 60203 - <u>AC 11100</u>	7 <u>AR</u>			
WEROC	Water Emergency Response Organization of Orange County (WEROC)	WER01	Program Organization & History	Records relating to the development and administrative functions of WEROC, including Steering Committee & Executive Committee Meeting information & minutes, and Indemnification Agreements.	CA GC 60201, 60203 - <u>AC 11100</u>	PE		X	
WEROC	Water Emergency Response Organization of Orange County (WEROC)	WER02	Emergency Response Plans	Records relating to the Standardized Emergency Management System, National Incident Management System, Hazard Mitigation Plan, and Vulnerability Assessments & Emergency Response Plans.	CA GC 60201, 60203 - <u>AC 11100</u>	SU+ 5 <u>30</u>	<u>X</u>		
WEROC	Water Emergency Response Organization of Orange County (WEROC)	WER03	Volunteer Information & Training Documentation	Records relating to WEROC volunteers & training. Includes contact information forms and training records.	CA GC 60201, 60203 - <u>AC 11100</u>	TE+ 5 <u>15</u>			
WEROC	Water Emergency Response Organization of Orange County (WEROC)	WER04	Facilities Maps / <u>Listing of Equipment / Asset Lists</u>	Records related to the Emergency Operations Center. Includes information on maintenance and maps & equipment, <u>including radio systems</u> . <u>Retained for the Useful Life of the Equipment</u> .	CA GC 60201, 60203 - <u>AC 11100</u>	EX+ 5 <u>10</u>	X		
WEROC	Water Emergency Response Organization of Orange County (WEROC)	WER05	WEROC Member Agencies	Records related to communications, Quarterly Meetings & Metropolitan Agency Radio System .	CA GC 60201, 60203 - <u>AC 11100</u>	10			
WEROC	Water Emergency Response Organization of Orange County (WEROC)	WER06	County, State & Federal Emergency Services	Records related to Orange County Emergency Management Organization & Operational Area Executive Board, State of California Office of Emergency Services, Federal Emergency Management Agency, Water/Wastewater Agency Response Network, California Utility Emergency Association, and Infragard.	CA GC 60201, 60203 - <u>AC 11100</u>	AR 30			
WEROC	Water Emergency Response Organization of Orange County (WEROC)	WER08	Disaster Response	Records containing documentation for individual events <u>that we have responded to</u> , filed by incident. Includes activation records and communications. After action reports.	CA GC 60201, 60203 - <u>AC 11100</u>	10+AR - <u>CL + 10</u> + 30		X	
WEROC	Water Emergency Response Organization of Orange County (WEROC)	WER09	CalWARN	Agreements, communications related to CalWARN (MWDOC agreed to hold them verbally). If agency no longer exists, agreement can be destroyed.		T + AR			

RECORDS RETENTION SCHEDULE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

responsibility	Dept.	Code	Record Series	Definitions	Citations	Retention	V	H	C
WEROC	Water Emergency Response Organization of Orange County (WEROC)	WER10	Grant Purchases	Agreements, Equipment lists, grant required documentation		CL + 10			
WUE	Water Use Efficiency	WUE01	Conservation & Landscape Programs (Commercial & Residential)	Records related to conservation and landscape programs facilitated by the District to encourage efficient use of water. Includes exchange and rebate programs, <u>turf removal</u> , performance certification and training programs, and surveys.	CA GC 60201, 60203 , <u>AC 11100</u>	CL+7 <u>CL of Met Contract + 5</u>		X	
WUE	<u>Water Use Efficiency</u>		<u>Grants - Successful / Funded</u>	<u>Applications, Grant Reports, Grant Information, etc.</u>	<u>CA GC 60201, AC 11100</u>	5+AR			
WUE	<u>Water Use Efficiency</u>		<u>Grants - Unsuccessful / Unfunded</u>	<u>Applications, research, Grant Information, etc.</u>	<u>CA GC 60201, AC 11100</u>	2+AR			
WUE	Water Use Efficiency	WUE02	Water Use Efficiency Administrative Records	Records related to general WUE program correspondence, <u>Choice Program</u> , transmittals and workgroup meeting information.	CA GC 60201, 60203 , <u>AC 11100</u>	7 <u>5+AR</u>		X	
WUE	<u>Water Use Efficiency</u>		<u>Water Use Efficiency Plans, Studies and Reports</u>	<u>R3 Studies, etc.</u>	<u>CA GC 60201, AC 11100</u>	PE		<u>X</u>	
WUE	Water Use Efficiency	WUE03	Conservation Research Activities	Records related to District research activities in the area of conservation and water use efficiency.	CA GC 60201, 60203 , <u>AC 11100</u>	10+ <u>AR</u>		X	

Code	Event Name	Description
+	Plus	Some retention periods consist of two or more components; i.e. CL+6 means they should be kept until closed plus 6 years.
AR	After Annual Review	Subject to an annual review to determine if record has continued value.
AU	After Audit	Retain until audit has been performed.
CL	Closed; Completed	Retain until District Manager determines closed or project completion date.
CU	Current Year	A period of time starting after the end of the current calendar year – December 31.
EX	Expiration / end of usefulness	Retain until file has expired or is no longer useful or relevant.
M	Month	Additional retention period of 1 calendar month
PE	Permanent	Record retained indefinitely. <u>Permanently</u>
RE	Revised	The corrected or updated version of a record.
SA	Sale <u>or Disposal</u>	Retain until item is sold, <u>disposed</u> , demolished or removed from service.
ST	Settlement	<u>Final Settlement or Resolution.</u> The act of settling, or the state of being settled.
SU	Superseded	Record is maintained until made obsolete by the creation or receipt of a newer version.
TE	Termination	Retain until termination <u>or sepearation from the District</u> , retirement, or death.

Code	Characteristic Name	Description
V	Vital	A record identified as essential for the continuation or survival of the organization if a disaster strikes. Such records are necessary to re-create the organization's legal and financial status and to determine the rights and obligations of employees, customers, stockholders, and citizens.
H	Historical	The value attributed to a record which preserves documentation on significant historical events including the organization's operations, origin, policies, authorities, functions, and organizations, as well as significant administrative decisions.
C	Confidential	A record requiring protection against unauthorized disclosure, modification, or destruction. A document with restricted access.



CONSENT CALENDAR ITEM

September 21, 2016

TO: Board of Directors

FROM: **Administration & Finance Committee**
(Directors Thomas, Barbre, Finnegan)

Robert Hunter
General Manager

Staff Contact: Maribeth Goldsby

SUBJECT: 2016 CONFLICT OF INTEREST CODE -- BIENNIAL REVIEW

STAFF RECOMMENDATION

Staff recommends the Board of Directors: (1) Review the District's Conflict of Interest Code; (2) determine whether updates are needed; and (3) authorize staff to submit the 2016 Biennial Review Code changes to the Orange County Clerk of the Board of Supervisors.

COMMITTEE RECOMMENDATION

The Committee reviewed the Code, concurred with proposed amendments; recommendation authorization.

SUMMARY

The Board of Supervisors for the County of Orange (MWDOC's Code Reviewing Body) assists the District in reviewing its Conflict of Interest Codes every two years, pursuant to Fair Political Practices Commission (FPPC) requirements.

A preliminary staff and legal counsel review indicates that revisions are necessary as a result of several title changes, removing the requirement to file on behalf of MWDOC's Water Facilities Corporation, and the obsolete "Exhibit B," in addition to other, minor changes as reflected on the attached redline.

At this time the Board is required to review the Code, acknowledge the proposed changes, recommend additional changes (if necessary), and direct staff to notify the County of Orange that changes to the Code are necessary. Once these changes are approved by the Board, they will be submitted through the County's eDisclosure system within 90 days of notification to the Board of Supervisors, as required by law.

**MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
ADMINISTRATIVE CODE**

CONFLICT OF INTEREST AND DISCLOSURE OF PERSONAL FINANCES	§7000-§7006
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§7000 GENERAL REQUIREMENTS

The Political Reform Act, Government Code Sections 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Section 18730) which contains the terms of a standard Conflict of Interest Code, which may be incorporated by reference in an agency's code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference.

§7001 MWDOC CONFLICT OF INTEREST CODE

MWDOC has adopted the Fair Political Practices Commission Model Code (2 Cal. Code of Regs., Section 18730) as its Conflict of Interest Code (Code) and has promulgated a list of Designated Positions and Disclosure Categories as required therein (see Appendix A to Section 7005). This Code incorporates, by reference, the definitions contained in the Political Reform Act of 1974, regulations of the Fair Political Practices Commission and any amendments to the Act or regulations. This regulation and the attached Appendix designating officials and employees and establishing disclosure categories, shall constitute the Conflict of Interest Code of the Municipal Water District of Orange County, ~~and the Municipal Water District of Orange County Water Facilities Corporation.~~

In accordance with Government Code 82011(b), the Board of Supervisors for the County of Orange (Board of Supervisors) has been designated as the Code Reviewing Body for MWDOC. Amendments to the MWDOC ~~or MWDOC Water Facilities Corporation~~ Conflict of Interest Code, including Appendix "A", will be submitted to the Board of Supervisors for approval within 90 days after the circumstances necessitating the amendments have become apparent. (Government Code Section 87306(a).)

Res. No. 1874 – 2/17/10

§7002 FILING OFFICER/OFFICIAL

The District Secretary is designated as the filing official responsible for receiving and forwarding original statements of economic interest (statements) for MWDOC ~~and MWDOC Water Facilities~~ Directors to the Clerk of the Board of Supervisors. The District Secretary shall retain one copy of each such statement for MWDOC records. The District Secretary is designated as filing officer for all other designated filers of MWDOC ~~and MWDOC Water Facilities Corporation~~ and as such shall be responsible for receiving and retaining the original statements of such filers in the official records of MWDOC. The District Secretary shall follow the duties of filing officer denoted in Title 2, Section 18115(a) and of filing official

denoted in Title 2, Section 18115(b).

Motion - 4/20/94; Motion - 9/21/94; M – 9/20/06

§7003 FILING OF STATEMENTS OF ECONOMIC INTERESTS

Persons in designated positions are required to file statements with the District Secretary as follows:

1) Initial Statements - Within 30 days after adoption of the Code or amendments to the Code. Includes all reportable interests during 12 months prior to the effective date of the Code or amendments thereto.

2) Assuming Office Statements - Within 30 days after assuming the designated position. Includes all reportable interests during the 12 months prior to the date of assuming office or date of appointment or nomination

3) Annual Statements - No later than April 1 each year. Includes all reportable interests during the previous calendar year.

4) Leaving Office Statements - Within 30 days after leaving office. Includes all reportable interests during period between the closing of the last statement filed and the date of leaving office.

Motion - 4/20/94;

§7004 OPINIONS OF LEGAL COUNSEL

A. Opinion Requests - Any designated employee who is unsure of any right or obligation arising under this Code may request an opinion from MWDOC's Legal Counsel or the Fair Political Practices Commission.

B. Evidence of Good Faith - If an opinion is rendered by the Fair Political Practices Commission, stating in full the facts and the law upon which the opinion is based, compliance by a designated employee with such opinion may be evidence of good faith in any civil or criminal proceeding brought pursuant to the Political Reform Act of 1974 or this Code. The designated employee's good faith compliance with the opinion of the Fair Political Practices Commission shall also act as a complete defense to any disciplinary action that MWDOC may bring under Section 91003.5 of said Act or this Code (Government Code Section 83114).

Motion 4/20/94

§7005 DESIGNATED POSITIONS AND CATEGORIES

Designated employees shall file statements of economic interests with the Municipal Water District of Orange County's Political Reform Act Filing Officer, District Secretary, who will make the statements available for public inspection and reproduction (Government Code Section 82008). This Conflict of Interest Code does not require the reporting of gifts from outside the District's jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position for which reporting is required. (2 Cal. Code of Regs., Section 18730.1)

Upon receipt of the statements of the Members of the Board of Directors, General Manager, Treasurer, Deputy Treasurer, Director of Finance, and Legal Counsel the Filing Officer shall make and retain a copy and forward the original of these statements to the Clerk of the Orange County Board of Supervisors, who is the Filing Officer for these positions

Statements for all other designated employees will be retained by the Filing Officer.

Motion – 9/20/06; Res. No. 1861 – 11/18/09; Res. No. 1874 – 2/17/10; M-11/17/10; M-11/19/14

APPENDIX A
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY WATER FACILITIES CORPORATION
CONFLICT OF INTEREST CODE

Designated Positions	Disclosure Categories
Board Member	OC-01
General Manager	OC-01
Treasurer	OC-01
Deputy Treasurer	OC-01
Director of Finance	OC-01
Legal Counsel	OC-01
<u>Accounting Manager</u>	<u>OC-01</u>
Administrative Services Manager	OC-02
Associate General Manager	OC-01
Assistant General Manager	OC-01
Consultant	OC-30
Governmental Affairs Manager	OC-01
District Secretary	OC-02
Director of Public Affairs	OC-01
<u>Director of Water Use Efficiency</u>	<u>OC-02</u>
Principal Water Resources Planner <u>(nobody in this position)</u>	OC-02
Principal Engineer	OC-02
Principal Water Resources Analyst	OC-02
<u>Sr. Water Resources Analyst</u>	<u>OC-02</u>
<u>Water Use Efficiency Program Manager</u>	OC-02
WEROC Programs Manager	OC-02
<u>New Position*</u>	<u>Oc-01**</u>

** Individuals serving in a new position created since this Code was last approved that make or participate in making decisions must file under the broadest disclosure set forth in this Code subject to the following limitation:*

***The General Manager may determine that, due to the range of duties, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734.). The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Sec. 81008.).*

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DISCLOSURE CATEGORIES
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

Disclosure Category	Disclosure Description
OC-01	All interests in real property in Orange County or the District, as well as investments, business positions and sources of income (including gifts, loans and travel payments).
OC-02	All investments, business positions and sources of income (including gifts, loans and travel payments).
OC-30	Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest category in the code subject to the following limitation: The Department Head/Director/General Manager/ Superintendant <u>Superintendent</u> /etc. may determine that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a

statement of the extent of disclosure required. The determination of disclosure is a public record and shall be filed with the Form 700 and retained by the Filing Officer for public inspection.

~~EXHIBIT B: CATEGORIES~~

~~Category I: Designated Employees in Must Disclose for the Following Types of Business Entity, Investment, Source of Income or Real Property:~~

- ~~1. Real Property~~
- ~~2. Pipes, valves, fittings, pumps, tanks, meters, etc.~~
- ~~3. Construction and building materials~~
- ~~4. Soil tests, compaction and other soil related services~~
- ~~5. Engineering and architectural services~~
- ~~6. Agriculture~~
- ~~7. Construction firms~~
- ~~8. Well drilling service and equipment~~
- ~~9. Cathodic protection equipment services and supplies~~
- ~~10. Real estate leasing, sales and investments~~
- ~~11. Real estate appraisal firms~~
- ~~12. Environmental services~~
- ~~13. Petroleum products~~
- ~~14. Safety equipment and facilities~~
- ~~15. Water quality testing services and supplies~~
- ~~16. Chemicals~~
- ~~17. Electrical generating equipment, supplies and operations~~

~~Category II: Designated Employees Must Disclose for the Following Types of Business Entity, Investment, Source of Income or Real Property:~~

- ~~1. All disclosure categories listed for other positions~~
- ~~2. Banks~~
- ~~3. Savings and loan associations~~
- ~~4. Securities dealers~~
- ~~5. Insurance agencies and companies~~
- ~~6. Financial audit and accounting firms~~
- ~~7. Computer and office equipment and furnishings, sales and services~~
- ~~8. Office and computer sales and service~~
- ~~9. Office services~~
- ~~10. Employment agencies~~
- ~~11. Temporary help agencies~~
- ~~12. Travel agencies~~
- ~~13. Printing, copying, reproduction, commercial art and microfilm~~
- ~~_____ services and equipment sales~~
- ~~14. Food services and supplies~~
- ~~15. General and special equipment leasing, sales and maintenance services~~

16. ~~Periodicals, books and newspaper publishing and sales~~
17. ~~Legal reporting services~~
18. ~~Newspaper clipping services~~
19. ~~Mail delivery service~~
20. ~~Communications and telephone services and equipment sales and maintenance~~
21. ~~Lodging and transportation services~~
22. ~~Staff development training sales and services~~
23. ~~Motor vehicles, parts, sales, service, leasing, maintenance~~
24. ~~Surveying equipment services and supplies~~
25. ~~Public utilities~~
26. ~~Medical services, supplies and informational material~~
27. ~~Right-of-way agent services~~
28. ~~Securities~~
29. ~~Consulting services (i.e., real estate, public relations, legal, energy and power, engineering, soils testing, water treatment, data processing, computers, employee training, advertising, travel, communications, design, art work, audio-visual, movie productions, planning, water pricing and demand, economists, desalting, environmental, appraisers, real estate sales and investment services, financial services, management services, legislative and lobbying services)~~
30. ~~Electric energy~~
31. ~~Security services~~
32. ~~Title insurance and escrow services~~
33. ~~Private water companies~~
34. ~~Real estate development firms~~
35. ~~Audio or visual aids~~
36. ~~Educational equipment and supplies~~

- ~~The General Manager may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements described in this section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.~~

Minute action - 6/24/81; R1132 - 6/23/82; R1306 - 6/4/86; R1386 - 7/5/89; Minute action - 4/3/91; R1468 - 9/2/92; Motion - 7/21/93; Motion - 3/16/94; Motion - 4/20/94; R1519 - 9/21/94; R1564 - 9/18/96; Motion - 11/15/00; Motion - 11/20/02; Motion - 9/20/06; Motion 9/19/12; Motion 11/19/14

§7006 ARTICLE 2, POLITICAL REFORM ACT

Pursuant to Article 2 of the Political Reform Act (Government Code Section 87200 et seq.) those positions which involve the management of public investments are required to report their economic interests under the provisions of Article 2 rather than under MWDOC's Conflict of Interest Code, on Form 700. Those positions with MWDOC who are required to report their economic interests are as follows:

- General Manager
- Members of the Board of Directors
- Treasurer
- Deputy Treasurer
- Director of Finance

Filing requirements will be followed as listed under Administrative Code §7003.

R1519 - 9/21/94; R1538 - 4/19/95; R1564 - 9/18/96; Motion – 11/15/00; M-11/19/14



CONSENT CALENDAR ITEM

September 21, 2016

TO: Board of Directors

FROM: **Administration & Finance Committee**
(Directors Thomas, Barbre, Finnegan)

Robert Hunter
General Manager

Staff Contact: Karl Seckel

**SUBJECT: APPROVAL/RATIFICATION OF PARTICIPATION IN THE CENTER FOR
DEMOGRAPHIC RESEARCH**

STAFF RECOMMENDATION

Staff recommends the Board of Directors: Ratify participation in the Center for Demographic Research for fiscal years 2014/15 (\$39,961), 2015/16 (\$39,739.50), and approve participation for fiscal year 2016/17 (\$39,971.50). These amounts were included in the budgets for each of the aforementioned fiscal years.

COMMITTEE RECOMMENDATION

Committee concurred with staff recommendation.

SUMMARY

The Center for Demographic Research (CDR) produces estimates and projections of demographic variables in Orange County. CDR's demographic data and projections are the "official" ones within Orange County that are built into the overall SCAG forecast for Southern California. CDR is supported and overseen by several governmental agencies (Sponsors) under a Memorandum of Understanding (MOU). MWDOC has historically shared a Sponsorship with OCWD so that each pays only half dues. Staff recommends continuation of this arrangement. The latest MOU (including Amendment #1 and #2 which are renewed annually) covers fiscal years 2014-15, 2015-16, and 2016-17; MWDOC's contributions would be \$39,961, \$39,739.50, and \$39,971.50, respectively.

The current membership includes:

- OC Transportation Authority
- OC Council of Governments
- County of Orange
- OC Sanitation District
- Transportation Corridor Agencies
- Southern California Association of Governments
- MWDOC
- OCWD
- OC LAFCO (affiliate member/non-voting)

CDR's regular products include:

- Orange County Progress Report, annual
- Orange County Projections OCP-2016 (demographic projections out to Year 2040)
- Orange County Facts and Figures
- Orange County Profiles (a quarterly on OC demographic issues)
- Housing Inventory
- Population, Housing, Employment by Transportation Analysis Zones
- Census Data
- Disaggregate of OCP-2016 to Special District Sponsor Agencies

In addition to its regular products, CDR contracts for specific projects with a variety of public agencies. CDR's charges are less than private sector charges because CDR uses graduate student labor.

CDR is supported and overseen by several governmental agencies that have joined in a Memorandum of Understanding (MOU) to create the CDR Management Oversight Committee. Payment of dues entitles representation on the Committee. MWDOC and Orange County Water District (OCWD) shared a single Sponsorship under the existing MOU that expires 6/30/10. Our current Representative on the CDR Management Oversight Committee is Joan Finnegan; she is backed up by Director Brett Barbre.

MEMORANDUM OF UNDERSTANDING
by and between
ORANGE COUNTY INTERESTS
and
CALIFORNIA STATE UNIVERSITY, FULLERTON AUXILIARY SERVICES
CORPORATION
for the
CONTINUED OPERATION OF THE CENTER FOR DEMOGRAPHIC RESEARCH
AT CALIFORNIA STATE UNIVERSITY, FULLERTON

This Memorandum of Understanding ("MOU") is entered into between the County of Orange, Transportation Corridor Agencies, Orange County Sanitation District, Orange County Transportation Authority, Municipal Water District of Orange County, Orange County Water District, Orange County Council of Governments, and Southern California Association of Governments ("SPONSORS"); the Orange County Local Agency Formation Commission ("CONTRIBUTING PARTNERS") and the CSU Fullerton Auxiliary Services Corporation, ("ASC"), which is a 501 (c)3 California corporation organized under California law as an auxiliary organization of California State University, Fullerton ("CSUF"). This MOU is for the development of demographic data and related support products. Obligations and rights specified for CSUF in the MOU shall be exercised by the ASC.

WHEREAS, the development of demographic and related information for Orange County is a vital data source used for a wide range of local, subregional and regional applications, including, transportation infrastructure planning, facilities planning and timing, development of fee programs, bond revenue stream analysis, general planning and other applications; and

WHEREAS, a number of primary users of data in Orange County have recognized the benefit of having a local area expertise in developing demographic projections and associated products; and

WHEREAS, these SPONSORS, CONTRIBUTING PARTNERS, and California State University, Fullerton agree on the importance of having a single entity in Orange County developing demographic products and providing such products to data users; and

WHEREAS, these agencies also desire to establish a long-term process which allows each individual agency participation in the development and review of demographic products; and

WHEREAS, the Center for Demographic Research located at CSUF provides an opportunity to place demographic activities in a setting that accomplishes SPONSORS' and CONTRIBUTING PARTNERS' objectives and provides augmented educational opportunities for CSUF; and

WHEREAS, CSUF will be listed as a "SPONSOR" based upon their financial contribution as outlined in the budget in Attachment 1 and in-kind contributions for the balance of the remaining Sponsor seat; and

WHEREAS, the SPONSORS and CSUF have worked cooperatively in supporting and organizing the Center for Demographic Research for eighteen years and wish to continue their cooperation; and

WHEREAS, the CONTRIBUTING PARTNERS wish to participate in supporting the Center for Demographic Research beginning in Fiscal Year 2014/2015; and

NOW, THEREFORE, IT IS RESOLVED that the SPONSORS, CONTRIBUTING PARTNERS, and the ASC agree as follows:

I. The SPONSORS and CONTRIBUTING PARTNERS will fund the Center for Demographic Research for the next three years, subject to an annual review and two one-year options by the SPONSORS and CONTRIBUTING PARTNERS, for an annual total fee as set forth in Item IV below and Attachment 1.

II. Process and Structure

A. Orange County Projections

The Orange County Council of Governments (OCCOG) will be responsible for the approval of the Orange County Projections at the Regional Statistical Area level and subsequent to that action the County of Orange will approve the Orange County Projections. The OCCOG will work with CDR staff to integrate the Orange County Projections as approved into the Southern California Association of Governments (SCAG) Regional Growth Forecast. Sponsors will make good faith efforts to use the Orange County Projections data in all future forecasting and planning efforts.

B. Management Oversight

The Management Oversight Committee shall meet at least four (4) times each year to (1) consider policy matters associated with the operations of the Center for Demographic Research, (2) review products status and activities which are part of the core Work Program, (3) review the Center for Demographic Research's financial status and status of annual MOU signatures, (4) set CDR budget and modify staff salaries funded by this MOU (5) consider requests from additional agencies wishing to become sponsors or contributing partners, (6) modify budget and work program upon addition or termination of a sponsor or contributing partner, (7) address other matters vital to the function of the Center for Demographic Research, and (8) undertake additional tasks as requested by the SPONSORS.

The Management Oversight Committee will be comprised of staff representing the SPONSORS, CONTRIBUTING PARTNERS and CSUF. Each SPONSOR will have one voting member of equal standing on the Management Oversight Committee including one member jointly representing the Municipal Water

District of Orange County and the Orange County Water District; each CONTRIBUTING PARTNER will have one non-voting Ex-Officio member. The designees from each SPONSOR, CONTRIBUTING PARTNER, and the university shall be named by July 1 of each year. An organization may also designate an individual(s) to serve as an alternate member of the Management Oversight Committee. The committee chair and vice-chair will be elected for a three-year term.

C. Technical Oversight:

The Technical Advisory Committee provides technical guidance and input into the development of each product produced under this MOU before they are reviewed by the Management Oversight Committee. The Technical Advisory Committee advises the Director of the Center for Demographic Research, as well as reports to the Management Oversight Committee. The Committee will include one voting representative from each SPONSOR including a member representing the Municipal Water District of Orange County and the Orange County Water District; each CONTRIBUTING PARTNER will have one non-voting Ex-Officio member. University participation on the Technical Advisory Committee will include at least one voting member from CSUF, and one voting member each from the University of California, Irvine and Chapman University. The Director of the Center for Demographic Research will coordinate with research centers at these universities to ensure data consistency. The designees from each SPONSOR, CONTRIBUTING PARTNER, and agency shall be named by July 1 of each year. The committee chair and vice-chair will be elected for a three-year term.

The Technical Advisory Committee shall schedule at least four (4) meetings each year. It will (1) provide a report to the Management Oversight Committee summarizing its meetings, (2) provide advice on the approach, techniques, data sources and methods used to develop new products, (3) facilitate the acquisition of data necessary to produce products, (4) provide suggestions on the interpretation and analysis incorporated into deliverables, (5) provide input on assumptions for the development of the growth projections, (6) provide review of deliverables prior to approval by the Management Oversight Committee and (7) undertake other tasks as identified by the Management Oversight Committee.

D. Transportation Modeling Data

The Orange County Transportation Authority (OCTA) will be responsible for the approval of all transportation modeling variables used in the Orange County Transportation Analysis Model (OCTAM) at the Traffic Analysis Zone level. The transportation modeling variables shall be consistent with the Orange County Projections, as approved by the Orange County Council of Governments and the County of Orange at the Regional Statistical Area Level. The OCTA and Southern California Association of Governments (SCAG) will exercise user agreements for their consultants to access the transportation modeling variables.

III. Duration and Terminations

This agreement will become effective upon execution and ends on June 30, 2017. A review of the performance of the Center for Demographic Research in meeting its obligations under this MOU will be conducted by the Management Oversight Committee throughout the term July 2014 through June 2017. This MOU may be extended and/or amended by mutual agreement of all signatories.

A party may terminate its participation under this MOU by giving each of the other parties sixty (60) days written notice thereof. Upon said notice of termination, the SPONSOR or CONTRIBUTING PARTNER terminating its participation shall pay the balance of fees owed by the SPONSOR or CONTRIBUTING PARTNER for that given fiscal year. Each fiscal year, the SPONSORS and CONTRIBUTING PARTNERS shall review and approve in writing the MOU, work program, and funding arrangement. Such written approval shall constitute a SPONSOR'S or CONTRIBUTING PARTNER'S agreement to participate in this Agreement. In the event that ASC wishes to terminate its participation, it shall reimburse the SPONSORS and CONTRIBUTING PARTNERS any advance payments, less an amount to cover expenses related to work in progress and less costs reasonably necessary to effect such termination. If a party wishes to withdraw from the agreement, said notice shall be affected by delivery of such notice in person or by depositing said notice in the United States mail, registered or certified mail, return receipt required, postage prepaid.

IV. Funding and Schedule

Respective fees shall be as follows for the following fiscal year:

Payment Schedule for 2014-2017	2014-2015	2015-2016	2016-2017	Three Year Total
Orange County Transportation Authority	\$79,922.00	\$79,481.00	\$79,941.00	\$239,344.00
County of Orange	\$79,922.00	\$79,481.00	\$79,941.00	\$239,344.00
Orange County Council of Governments	\$79,922.00	\$79,481.00	\$79,941.00	\$239,344.00
Orange County Sanitation District	\$79,922.00	\$79,481.00	\$79,941.00	\$239,344.00
Transportation Corridor Agencies	\$79,922.00	\$79,481.00	\$79,941.00	\$239,344.00
Southern California Association of Governments	\$79,922.00	\$79,481.00	\$79,941.00	\$239,344.00
Municipal Water District of Orange County	\$39,961.00	\$39,739.50	\$39,971.50	\$119,672.00
Orange County Water District	\$39,961.00	\$39,739.50	\$39,971.50	\$119,672.00
Orange County Local Agency Formation Commission	\$15,000.00	\$15,000.00	\$15,000.00	\$45,000.00
TOTAL	\$574,454.00	\$571,365.00	\$574,589.00	\$1,720,408.00

Payments shall be made in accordance with invoicing policies of the ASC according to the schedule below. SPONSORS and CONTRIBUTING PARTNERS will be invoiced at the beginning of each quarter. Quarterly payments equal to 25% of the annual fees shall follow invoices submitted according to the calendar below:

Fiscal Year 2014/2015:	July 2014, October 2014, January 2015, April 2015
Fiscal Year 2015/2016:	July 2015, October 2015, January 2016, April 2016
Fiscal Year 2016/2017:	July 2016, October 2016, January 2017, April 2017

SPONSORS and CONTRIBUTING PARTNERS shall pay one-quarter of their annual fees upon receipt of said invoices or may prepay for an entire fiscal year. Prepayment does not imply a discounted rate.

V. Administrative Representatives

- A. The Principal Investigator for the operations and management of the Center for Demographic Research and the conduct of this MOU is Deborah Diep, Director. The Assistant Director, Scott Martin, will serve as the Principal Investigator in the Director's absence. They are authorized to negotiate supplemental services with the SPONSORS, CONTRIBUTING PARTNERS, and Non-sponsors as noted in Section VII. Denise Bell is designated as the administrative representative for the ASC. Should the Principal Investigators become unavailable for any reason, no other Principal Investigator shall be chosen by CSUF or the ASC without the approval of the SPONSORS. Furthermore, the ASC agrees that the Management Oversight Committee shall make the recommendation on the selection of the Director or interim Director of the Center for Demographic Research and no Director or interim Director shall be appointed without approval of the Management Oversight Committee. The Management Oversight Committee will serve as the search committee if a search committee for the Director is required by the ASC.
- B. Equipment and furniture purchased by ASC under the terms of this MOU shall remain the property of the SPONSORS. In the event that the Center for Demographic Research is disbanded, the equipment remains the property of the SPONSORS and the Management Oversight Committee shall determine its disposition.
- C. Databases and applications developed and maintained for the Center for Demographic Research purposes shall remain under control of the SPONSORS. In the event that Center for Demographic Research is relocated from CSUF, all Center for Demographic Research functions and designations shall accompany the Center for Demographic Research.

VI. Additional Sponsorships and Revenues

Other agencies and entities can become sponsors or contributing partners of the Center for Demographic Research with unanimous agreement among the SPONSORS as determined by a vote of the Management Oversight Committee. Adjustments in sponsor fees found necessary resulting from the addition of sponsors shall be

determined by the Management Oversight Committee with consultation from the Center for Demographic Research Principal Investigators.

The disposition of additional revenues generated through additional sponsors, and the sale of products and services to non-sponsors shall be determined by the Management Oversight Committee. The additional funds shall be prorated according to the respective sponsor fee. SPONSORS shall have the option of expending their share of the additional funds on CDR activities, products or equipment or having the funds returned to the SPONSORS at the end of the fiscal year.

VII. Products and Deliverables

- A. The Center for Demographic Research will produce the identified core Demographic Products and Services as listed in Attachment 2 and described in Attachment 3. Each SPONSOR will receive ten (10) copies in printed form and one (1) copy of estimates and projections in electronic form.
- B. The SPONSORS and CONTRIBUTING PARTNERS have the right to request supplemental products and support services from the Center for Demographic Research through a purchase order. Projects above the amount of \$25,000 shall be approved by the ASC. Such purchases may be entered into if the SPONSOR or CONTRIBUTING PARTNER agrees to pay ASC all additional costs resulting from the additional products or services, including an indirect cost of 25%, and if the activities do not interfere with the normal functioning of the CDR. If requests for additional products or services require interference with the normal functioning of the CDR as determined by the Management Oversight Committee or additional resources from the CDR's basic budget the proposal for such products and services will be forwarded to the Management Oversight Committee for their advice and consent prior to finalization of the agreement. In all cases, supplemental work for SPONSORS and CONTRIBUTING PARTNERS shall be assessed indirect costs of 25%.
- C. Non-sponsors can contract with the Center for Demographic Research through the ASC for its services or obtain supplemental products and support services from the Center for Demographic Research through a Non-sponsor purchase order. A list of these projects will be submitted to the MOC on a quarterly basis. If the Director assesses a proposed project contains a conflict of interest, conflict of time commitment, or interference with the normal functioning of CDR, the Management Oversight Committee will be informed of the request for services and will review it for any potential conflicts. The Director shall notify the Management Oversight Committee of any such proposed agreement and provide the committee with draft text and budget, before the intended start of work. The Management Oversight Committee shall review the proposed project for possible conflicts of interests, conflicts of time commitment, and budgetary adequacy. The Management Oversight Committee may at its discretion impose a surcharge of funds to be used at its discretion. Action on these matters may be taken only with

the concurrence of a majority of the members of the Management Oversight Committee and all such supplemental work for Non-sponsors shall be assessed normal indirect costs of 25%.

- D. Use of revenues generated by the sale of products produced by the Center for Demographic Research shall be determined by the Management Oversight Committee. A quarterly report on product sales will be presented to the Management Oversight Committee.
- E. Additional projects should not adversely affect the schedule of deliverables unless otherwise agreed to by the Management Oversight Committee.

VIII. Sponsorship

This Agreement shall be signed by all SPONSORS and CONTRIBUTING PARTNERS by June 30, 2014 with the exception of the Southern California Association of Governments. The Southern California Association of Governments shall sign this Agreement by September 30, 2014. If all SPONSORS and CONTRIBUTING PARTNERS listed in Section XVIII do not sign by September 30, 2014, the work program and budget will be modified to reflect the committed funding. If any SPONSOR or CONTRIBUTING PARTNER does not sign this Agreement, the funding amounts of the remaining SPONSORS and CONTRIBUTING PARTNERS will not change. The remaining SPONSORS and CONTRIBUTING PARTNERS are not required to make up the difference in the reduced budget. Any SPONSOR or CONTRIBUTING PARTNER listed as an ORANGE COUNTY INTEREST that does not sign this Agreement forfeits all rights, services, and privileges as a CDR SPONSOR or CONTRIBUTING PARTNER unless otherwise negotiated. A formal status report on execution will be delivered at each Management Oversight Committee meeting until all SPONSORS and CONTRIBUTING PARTNERS sign this Agreement.

IX. Liability and Insurance

Each party to this MOU hereby assumes any and all risks for personal injury and property damage attributable to the negligent acts or omissions of that party and the officers, employees, and agents thereof. ASC warrants that it has adequate Worker's Compensation Insurance and liability insurance for its own employees. The ASC, the SPONSORS (the County of Orange, Transportation Corridor Agencies, Orange County Sanitation District, Orange County Transportation Authority, Municipal Water District of Orange County, Orange County Water District, Orange County Council of Governments, and Southern California Association of Governments), and the CONTRIBUTING PARTNERS (the Orange County Local Agency Formation Commission) agree to indemnify and hold each other, their respective officers, employees, students, agents, harmless from and against all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such

liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from negligent or intentional acts or omissions of the indemnifying party, its officers, employees, students or agents.

X. Independent Contractor

In the performance of all services and obligations under this agreement, SPONSORS, CONTRIBUTING PARTNERS, and ASC shall act as independent contractors. None shall be considered an employee or agent of the other.

XI. Use of Names

SPONSORS and CONTRIBUTING PARTNERS agree not to use the names of the ASC or CSUF in any commercial connection with work performed under this Agreement without prior written permission from the ASC. SPONSORS and CONTRIBUTING PARTNERS may use said names in ordinary internal business reports concerning this Agreement and may use the names of the Center for Demographic Research and the Principal Investigators in non-commercial publicity announcing the results of the project.

ASC agrees not to use the names of SPONSORS and/or CONTRIBUTING PARTNERS in any commercial connection with this work without prior written permission from SPONSORS and/or CONTRIBUTING PARTNERS. ASC may use SPONSORS' and/or CONTRIBUTING PARTNERS' name in ordinary internal business reports concerning this agreement and in non-commercial publicity announcing the awarding of the contract.

The provisions of this Section of the Agreement shall survive for two (2) years beyond any termination date specified in Section III or any extension thereof.

XII. Force Majeure

SPONSORS, CONTRIBUTING PARTNERS, and ASC shall not be liable or deemed to be in default for any delay or failure in performance under this Agreement or interruption of services resulting, directly or indirectly, from acts of God, civil or military authority, acts of public enemy, strikes, labor disputes, or any similar cause beyond the reasonable control of SPONSORS, CONTRIBUTING PARTNERS, or ASC, provided the affected party notifies the other party of the delay in writing within ten days of the onset of the delay.

XIII. Assignment

This Agreement shall inure to the benefit of and be binding upon and enforceable by the parties and their successors and permitted assigns. However, neither party may assign any of its rights or obligations under this Agreement without the prior written consent of the other.

XIV. Modification and Waiver

None of the terms of the Agreement may be waived or modified except by an express agreement in writing signed by SPONSORS, CONTRIBUTING PARTNERS, and ASC. Modifications not documented in writing cannot be enforced. The failure or delay of either party in enforcing any of its rights under this Agreement shall not be deemed a continuing waiver or a modification by such party of such right.

XV. Governing Law

The validity and interpretation of this Agreement shall be governed by the laws of the State of California.

XVI. Federal Statutes Relating to Nondiscrimination

ASC will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S. C. sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S. C. section 794), which prohibits discrimination on the basis of handicaps; (d) Age discrimination Act of 1975, as amended (42 U.S.C. sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment, and Rehabilitation Act of 1970 (P.O. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-d and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (I) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirement of any other federal nondiscrimination statute(s) which may apply to the application.

XVII. Notices

Notices under this agreement shall be considered to be given if delivered by first class mail to the following addresses:

For SPONSORS:

Carolyn McInerney
County of Orange
10 Civic Center Plaza, 3rd Floor
Santa Ana, CA 92701

Gwenn Norton-Perry
Orange County Council of Governments
550 South Main Street
P.O. Box 14184
Orange, CA 92613-1584

James D. Herberg
Orange County Sanitation District
10844 Ellis Avenue
P.O. Box 8127
Fountain Valley, CA 92738-8127

Kurt Brotcke
Orange County Transportation Authority
550 South Main Street
P.O. Box 14184
Orange, CA 92613-1584

Hasan Ikhata
Southern California Association of Governments
818 West Seventh Street, 12th Floor
Los Angeles, CA 90017-3435

Valarie McFall
Transportation Corridor Agencies
125 Pacifica, Suite 100
Irvine, CA 92618-3304

Robert Hunter
Municipal Water District of Orange County
18700 Ward Street
P.O. Box 20895
Fountain Valley, CA 92728

Michael R. Markus
Orange County Water District
18700 Ward Street
P.O. Box 8300
Fountain Valley, CA 92728-8300

For CONTRIBUTING PARTNERS:

Carolyn Emery
Orange County Local Agency Formation Commission
12 Civic Center Plaza, Room 235
Santa Ana, CA 92701

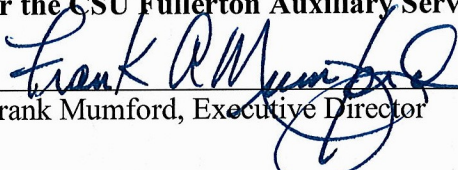
For CSU FULLERTON AUXILIARY SERVICES CORPORATION

Denise Bell, Director, Sponsored Programs
CSUF Auxiliary Services Corporation
2600 Nutwood Ave., Suite 250
Fullerton, CA 92831

XVIII. Execution

IN WITNESS THEREOF, the SPONSORS, CONTRIBUTING PARTNERS, and the ASC have executed this Agreement on the date first herein written. This Agreement is to be signed in counter parts.

For the CSU Fullerton Auxiliary Services Corporation:



Frank Mumford, Executive Director

5/16/14

Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:

James D. Herberg, General Manager

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Southern California Association of Governments:

Hasan Ikhata, Executive Director

Date

For the Foothill/Eastern Transportation Corridor Agency:

Neil Peterson, Chief Executive Officer

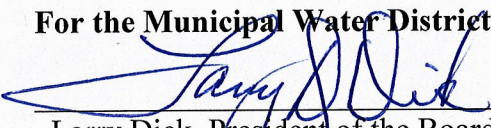
Date

For the San Joaquin Hills Transportation Corridor Agency:

Neil Peterson, Chief Executive Officer

Date

For the Municipal Water District of Orange County:



Larry Dick, President of the Board

3-6-14
Date



Robert Hunter, General Manager

3-6-14
Date

For the Orange County Water District:

Shawn Dewane, President

Date

Michael R. Markus, General Manager

Date

For the Orange County Local Agency Formation Commission:

Joe Carchio, Chair

Date

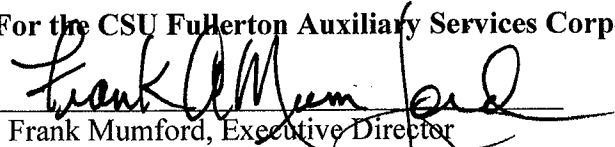
For CSU FULLERTON AUXILIARY SERVICES CORPORATION

Denise Bell, Director, Sponsored Programs
CSUF Auxiliary Services Corporation
2600 Nutwood Ave., Suite 250
Fullerton, CA 92831

XVIII. Execution

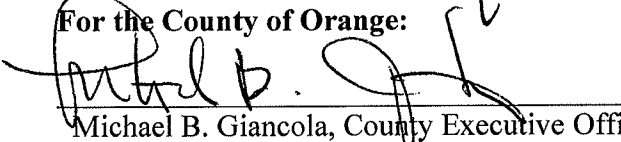
IN WITNESS THEREOF, the SPONSORS, CONTRIBUTING PARTNERS, and the ASC have executed this Agreement on the date first herein written. This Agreement is to be signed in counter parts.

For the CSU Fullerton Auxiliary Services Corporation:


Frank Mumford, Executive Director


Date 5/16/14

For the County of Orange:


Michael B. Giancola, County Executive Officer


Date 4/10/14

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:

Jim Herberg, General Manager

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Southern California Association of Governments:

Hasan Ikhata, Executive Director

Date

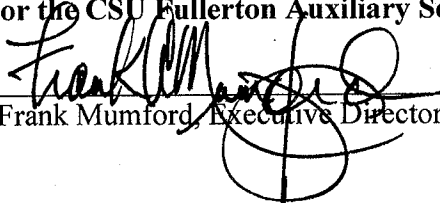
For CSU FULLERTON AUXILIARY SERVICES CORPORATION

Denise Bell, Director, Sponsored Programs
CSUF Auxiliary Services Corporation
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Fullerton, CA 92831

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Frank Mumford, Executive Director

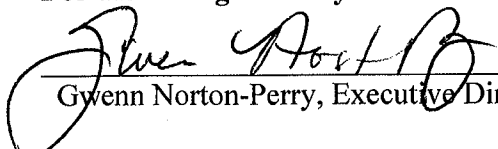
5/16/14
Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:



Gwenn Norton-Perry, Executive Director

2/27/14
Date

For the Orange County Sanitation District:

Jim Herberg, General Manager

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Southern California Association of Governments:

Hasan Ikhata, Executive Director

Date

For CSU FULLERTON AUXILIARY SERVICES CORPORATION

Denise Bell, Director, Sponsored Programs
CSUF Auxiliary Services Corporation
2600 Nutwood Ave., Suite 250
Fullerton, CA 92831

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For the CSU Fullerton Auxiliary Services Corporation:



Frank Mumford, Executive Director

7/3/14

Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

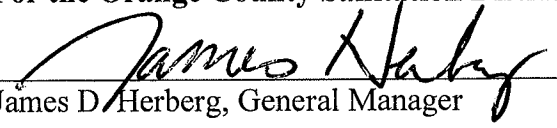
Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:



James D. Herberg, General Manager

05-29-2014

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Southern California Association of Governments:

Hasan Ikhrata, Executive Director

Date

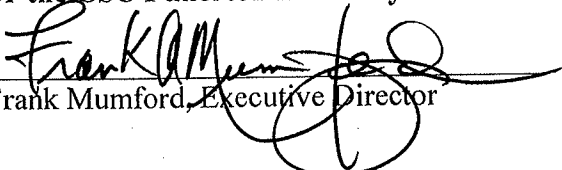
For CSU FULLERTON AUXILIARY SERVICES CORPORATION

Denise Bell, Director, Sponsored Programs
CSUF Auxiliary Services Corporation
2600 Nutwood Ave., Suite 250
Fullerton, CA 92831

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For the CSU Fullerton Auxiliary Services Corporation:


Frank Mumford, Executive Director

7/3/14
Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

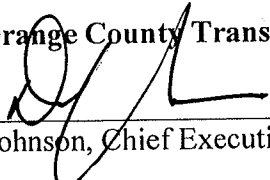
Date

For the Orange County Sanitation District:

Jim Herberg, General Manager

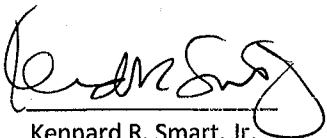
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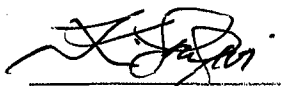
For the Orange County Transportation Authority:



Darrell Johnson, Chief Executive Officer

6/23/14
Date


Kennard R. Smart, Jr.
General Counsel



Kia Mortazavi
Executive Director, Planning

For the Southern California Association of Governments:

Hasan Ikhrata, Executive Director

Date

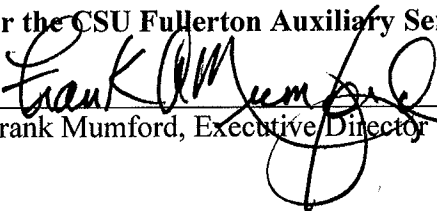
For CSU FULLERTON AUXILIARY SERVICES CORPORATION

Denise Bell, Director, Sponsored Programs
CSUF Auxiliary Services Corporation
2600 Nutwood Ave., Suite 250
Fullerton, CA 92831

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For the CSU Fullerton Auxiliary Services Corporation:



Frank Mumford, Executive Director

7/3/14
Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:

Jim Herberg, General Manager


Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Southern California Association of Governments:



Hasan Ikhrata, Executive Director

6/18/2014
Date

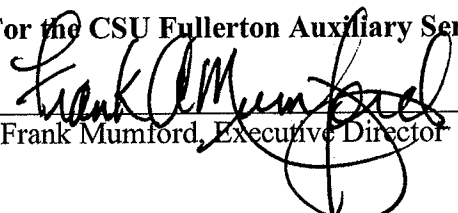
For CSU FULLERTON AUXILIARY SERVICES CORPORATION

Denise Bell, Director, Sponsored Programs
CSUF Auxiliary Services Corporation
2600 Nutwood Ave., Suite 250
Fullerton, CA 92831

XVIII. Execution

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For the CSU Fullerton Auxiliary Services Corporation:



Frank Mumford, Executive Director

5/16/14
Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:

James D. Herberg, General Manager

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Southern California Association of Governments:

Hasan Ikhrata, Executive Director

Date

For the Foothill/Eastern Transportation Corridor Agency:

Michael A. Kraman
Mike Kraman, Acting Chief Executive Officer

4/14/2014
Date

For the San Joaquin Hills Transportation Corridor Agency:

Michael A. Kraman
Mike Kraman, Acting Chief Executive Officer

4/14/2014
Date

For the Municipal Water District of Orange County:

Joan Finnegan, President of the Board

Date

Robert Hunter, General Manager

Date

For the Orange County Water District:

Shawn Dewane, President

Date

Michael R. Markus, General Manager

Date

For the Orange County Local Agency Formation Commission:

Joe Carchio, Chair

Date

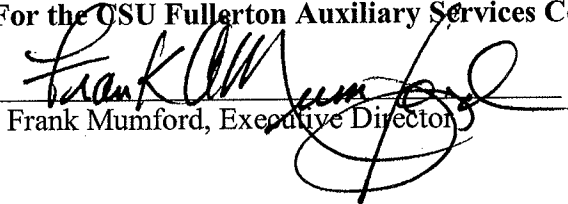
For CSU FULLERTON AUXILIARY SERVICES CORPORATION

Denise Bell, Director, Sponsored Programs
CSUF Auxiliary Services Corporation
2600 Nutwood Ave., Suite 250
Fullerton, CA 92831

XVIII. Execution

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For the CSU Fullerton Auxiliary Services Corporation:


Frank Mumford, Executive Director

7/3/14
Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:

James D. Herberg, General Manager

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Southern California Association of Governments:

Hasan Ikhata, Executive Director

Date

For the Foothill/Eastern Transportation Corridor Agency:

Neil Peterson, Chief Executive Officer

Date

For the San Joaquin Hills Transportation Corridor Agency:

Neil Peterson, Chief Executive Officer

Date

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Joan Finnegan, President of the Board

Date

Robert Hunter, General Manager

Date

For the Orange County Water District:



Shawn Dewant, President

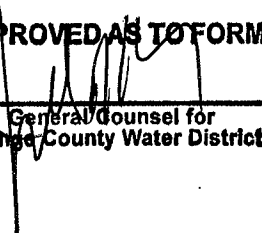


Date

Michael R. Markus, General Manager

Date

APPROVED AS TO FORM

By 

General Counsel for
Orange County Water District

For the Orange County Local Agency Formation Commission:

Joe Carchio, Chair

Date

Carolyn Emery
Orange County Local Agency Formation Commission
12 Civic Center Plaza, Room 235
Santa Ana, CA 92701

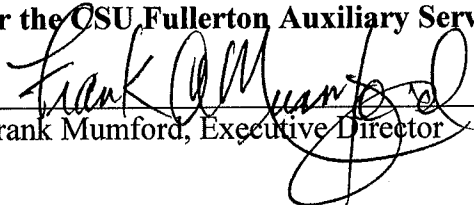
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Fullerton, CA 92831

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For the CSU Fullerton Auxiliary Services Corporation:



Frank Mumford, Executive Director

6/5/14

Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:

Jim Herberg, General Manager

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Southern California Association of Governments:

Hasan Ikhata, Executive Director
For the Foothill/Eastern Transportation Corridor Agency:

Date

Neil Peterson, Chief Executive Officer

Date

For the San Joaquin Hills Transportation Corridor Agency:

Neil Peterson, Chief Executive Officer

Date

For the Municipal Water District of Orange County:

Joan Finnegan, President of the Board

Date

Robert Hunter, General Manager

Date

For the Orange County Water District:

Shawn Dewane, President

Date

Michael R. Markus, General Manager

Date

For the Orange County Local Agency Formation Commission:



Joe Carchio, Chair

5/14/14
Date

**Attachment 1: Center for Demographic Research
Proposed Annual Budget: July 1, 2014 through June 30, 2017**

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Director	\$98,717	\$98,717	\$98,717
Benefits	\$37,366	\$38,114	\$38,877
Assistant Director	\$78,780	\$78,780	\$78,780
Benefits	\$33,252	\$33,917	\$34,595
GIS/Analyst	\$60,713	\$60,713	\$60,713
Benefits	\$29,523	\$30,113	\$30,716
Administrative Assistant	\$45,031	\$45,031	\$45,031
Benefits	\$26,286	\$26,812	\$27,348
Demographic Analyst	\$30,500	\$30,500	\$30,500
Benefits	\$4,575	\$4,575	\$4,575
Research Assistants	\$9,620	\$9,620	\$9,620
Benefits	\$1,443	\$1,443	\$1,443
Supplies	\$7,000	\$7,000	\$7,000
Printing & Publications	\$8,900	\$3,900	\$3,900
Meetings, Mileage, & Training	\$500	\$500	\$500
Equipment	\$500	\$500	\$500
Expenses	\$472,706	\$470,235	\$472,814
25% Indirect Cost (IDC) / Overhead	\$118,177	\$117,559	\$118,204
40% of office space rent not paid through IDC (office space rent is exempt from overhead)	\$26,257	\$26,257	\$26,257
Gross Total	\$617,140	\$614,051	\$617,275
University will contribute: 40% of office space rent	\$26,257	\$26,257	\$26,257
HSS Dean will contribute \$16,429 to Administrative Asst salary	\$16,429	\$16,429	\$16,429
Monetary Subtotal	\$42,686	\$42,686	\$42,686
NET CDR BUDGET TOTAL	\$574,454	\$571,365	\$574,589

Number of Seats				
OCTA	1	\$79,922.00	\$79,481.00	\$79,941.00
COUNTY	1	\$79,922.00	\$79,481.00	\$79,941.00
OCCOG	1	\$79,922.00	\$79,481.00	\$79,941.00
OCSO	1	\$79,922.00	\$79,481.00	\$79,941.00
TCA	1	\$79,922.00	\$79,481.00	\$79,941.00
SCAG	1	\$79,922.00	\$79,481.00	\$79,941.00
MWDOC	0.5	\$39,961.00	\$39,739.50	\$39,971.50
OCWD	0.5	\$39,961.00	\$39,739.50	\$39,971.50
CSUF	1	see above	see above	see above
CONTRIBUTING PARTNER: LAFCO		\$15,000.00	\$15,000.00	\$15,000.00
TOTAL	8	\$574,454.00	\$571,365.00	\$574,589.00
Cost per Sponsorship Seat= Net Budget / 7 remaining seats		\$79,922.00	\$79,481.00	\$79,941.00

Notes:

Director's salary includes transportation expenses.

IDC/Overhead covers direct and indirect support services of CSUF ASC and 60% of space rent.

University provides in-kind support in addition to monetary contributions listed above.

2013/2014 Sponsor seat = \$79,917

Attachment 2
Proposed CDR 2014-2017 Services and Products

REPORTS

Orange County Progress Report

Produce an annual Orange County Progress Report. This document presents a unified and a comprehensive picture of Orange County and its 34 cities including its economic health, its demographic status and trends, and other information of interest to those who might wish to relocate to Orange County, do business in the County, or otherwise have an interest in the economic and demographic status and future of Orange County. A new two-page spread will be added displaying a map and table of city spheres of influence.

Orange County Projections

Complete OCP-2014 dataset and adoption. Following the adoption of **OCP-2014**, produce a report containing assumptions, tables, charts, maps, and methodology. Preparation and development of **OCP-2018** will begin during this three-year MOU. The OCP dataset contains population, housing, and employment projections by 2010 census tract, jurisdiction, Community Analysis Area, and Regional Statistical Area for a 25-year period.

Orange County Facts and Figures

Update quarterly the Orange County Facts and Figures. This document focuses on the most frequently asked questions about Orange County demographics and related information.

PUBLIC INFORMATION SERVICES

Provide Public Information on Orange County Demographics as Requested

Provide information in response to numerous requests made by government agencies, elected officials, private companies, non-profit organizations, schools, students, and citizens regarding demographic and related information about Orange County.

Maintain CDR Homepage

Update the information currently on the CDR homepage on a regular basis and expand as information becomes available.

Provide Information and Analysis to News Media

Provide information, description, interviews, and analysis of demographics to news media to assist them in doing stories where demographics is the focus.

Update RHNA Allocations

Develop allocations of 2012 RHNA for annexations and incorporations. Provide data support to local jurisdictions and SCAG during development of 2016 RHNA if any Orange County jurisdiction is subject to a 2016 RHNA. Provide data support to local jurisdictions and SCAG during development of the 2020 RHNA. Monitor RHNA development process to ensure Orange County data is incorporated.

Process Decennial Census and American Community Survey Data

Process Bureau of Census data as it pertains to development of the Orange County Projections and at the request of CDR Sponsors.

DATA BASES

Housing Inventory System

The Housing Inventory System (HIS) is a data system that includes all changes to each jurisdiction's housing stock. Data is collected at the address level and converted into a GIS database by geocoding. After geocoding, quality analysis efforts include tying activity to parcels. Depending on the jurisdiction, different documents are used to record added units including certificates of use and occupancy, utility release log, or building final documents. Demolitions and conversions are recorded through other recordation. Changes to the mobile home inventory will be verified with HCD. This project will be expanded to include an annual review and sign off process by each jurisdiction of their geocoded data to ensure accuracy.

Census Data by Partial TAZ

Update the correspondence tables of 2010 Census blocks to the TAZs after release of Census Bureau data and GIS shapefiles. As the various census files become available, transportation modeling variables and other key variables useful for projecting the modeling variables will be aggregated to TAZ.

Calibrate Age Cohort Component, Shift-Share and Headship Rate Models

Based on data from the Census Bureau, DOF, and EDD data, calibrate the models used to project county-wide population, housing and employment.

Master Polygon File

Update master polygon file based on the 2010 Census block file for use in development of OCP dataset and annual population and housing unit estimates. Allocate Census block data to TAZ, CAA, RSA, MWDOC, OCSD, and OCWD. Working with information from OC LAFCO, the master polygon file will be updated annually to include changes to agency boundaries: jurisdiction, MWDOC, OCSD, and OCWD.

Population and Housing Estimates by TAZ (OCP)

Estimates of population and housing by unit type will be developed using the 2010 Census and American Community Survey data at the split TAZ. From 2014 onwards, housing unit changes will be geocoded and aggregated to the TAZ. Annual estimates of population and housing will be produced by TAZ for maintenance of the OCP base file.

Annual Population and Housing Estimates by Partial Census Tract and Sponsor Agency

Estimates of population and housing units developed using the 2010 Census for each of the special district sponsors will be updated annually. From 2014 onwards, annual estimates (January 1) of population and housing will be produced by partial census tract and for each of the special district sponsor agencies: MWDOC, OCSD, and OCWD.

Project Total County Population, Housing, and Employment

Draft assumptions for OCP-2018 will be developed and reviewed by the CDR TAC. These will then be incorporated into the macro level models used to project population, housing, and employment. The resulting projections will be reviewed by the CDR TAC and MOC and then brought to the OCCOG TAC and Board for approval as the controls totals for OCP-2018.

Projected Population, Housing and Employment by TAZ (OCP)

Preparation and development of OCP-2018 will begin during this MOU cycle. Countywide population, housing, and employment for years 2020 through 2045 will be allocated to Traffic Analysis Zones split by jurisdictions. Following the allocation, extensive review and refinement will occur to assure the accuracy of the projections.

Secondary Variables by TAZ (OCTAM)

The basic projected population, housing, and employment from OCP-2014 will be expanded to the 14 OCTAM variables. These variables will include resident population, group quarters population, employed residents, median income, occupied single family dwelling units, occupied multiple family dwelling units, household size, retail employment, service employment, K-12 public school employment, all other employment, school enrollment, university enrollment, and area. Data for the projection years will be updated in the next MOU cycle. Preparation of the base year OCTAM data for OCP-2018 will begin in this MOU cycle.

Consolidated Boundary and Annexation Program (CBAS)

CDR staff will report annual jurisdictional boundary and feature changes through a new, voluntary program of the U.S. Census Bureau that allows for a consolidated annual review of jurisdiction boundaries. This review will be done using the official County Surveyor/OC LAFCO jurisdiction GIS boundary file. Orange County jurisdictions will be able to opt in or out of this CDR service annually. CDR will notify each participating jurisdiction and OC LAFCO of the outcome of the BAS review, i.e. whether there were any areas where jurisdiction boundaries needed to be corrected.

COMMITTEES

Participate in Sponsor Technical Advisory Committees as Requested

Participate in appropriate Sponsor technical advisory committees including, OCCOG TAC, County's Demographic Steering Committee, OCTA's Modeling TAC, Orange County Sanitation District's Planning Advisory Committee, Water Use Efficiency Project Advisory Committee, and SCAG's Technical Working Group and Scenario Planning Model Working Group.

Coordinate with SCAG and SCAG Committees

This service revolves around the incorporation of OCP into the SCAG growth forecast. This service includes participation in SCAG expert panels and workshops to develop assumptions for their population and employment projections; monitoring the discussions relevant to the development of SCAG's growth forecast at SCAG policy committees and subregional coordinator meetings; and coordinating with relevant SCAG staff on this issue.

Coordinate with University Research Centers

CDR staff will coordinate with UCI and Chapman University research centers to ensure consistency between the CDR's forecast and estimates and those produced by these institutes.

2014-2017 LAFCO FUNDED PROJECT: Sphere of Influence Estimates

CDR will update its master polygon file on an annual basis with changes to the sphere of influence (SOI) boundaries. CDR will produce annual estimate of January 1 population and housing for each of the SOI polygons upon completion of the annual Housing Inventory System to maintain this information in preparation for the 2018-2022 OC LAFCO municipal service review cycle.

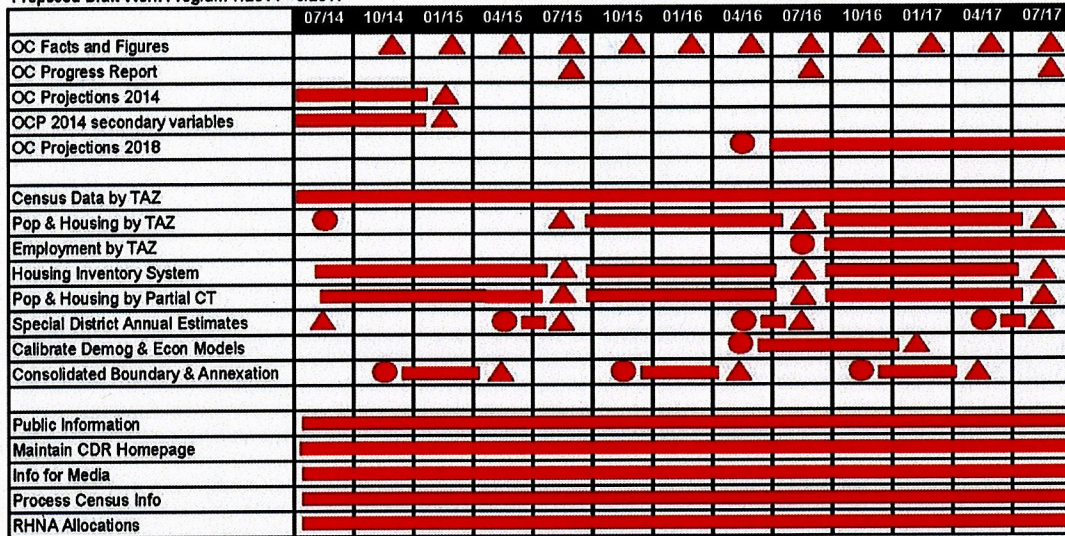
NEW PROJECTS

Boundary and Annexation Report

Working with information provided by OC LAFCO, CDR staff will produce an annual report of the jurisdictional boundary changes. This multi-page report will contain a map of the year to year boundary changes and a table listing the area change and specific annexations and incorporations for each calendar year. Detailed annexation and vicinity maps from OC LAFCO's approved changes of organization documents will also be included in the report. For ease of reference and to make the information publically available, the report will be posted on OC LAFCO's website. Working with OC LAFCO over the three-year MOU cycle, CDR will attempt to build a historical reference collection of these reports going back to 2000 as information is available.

Attachment 3

Proposed Draft Work Program 7/2014 - 6/2017



● Startup
▲ Milestone/Completion

AMENDMENT No. 1 to Agreement No. C-4-1557
by and between
ORANGE COUNTY INTERESTS
and
CSU FULLERTON AUXILIARY SERVICES CORPORATION
for the
CONTINUED OPERATION OF THE CENTER FOR DEMOGRAPHIC RESEARCH
AT CALIFORNIA STATE UNIVERSITY, FULLERTON

This Amendment is pursuant to Agreement no. C-4-1557 effective July 1, 2014 between the County of Orange, Transportation Corridor Agencies, Orange County Sanitation District, Orange County Transportation Authority, Municipal Water District of Orange County, Orange County Water District, Orange County Council of Governments, and Southern California Association of Governments ("SPONSORS"); the Orange County Local Agency Formation Commission ("CONTRIBUTING PARTNERS") and the CSU Fullerton Auxiliary Services Corporation, ("ASC"), which is a 501 (c)3 California corporation organized under California law as an auxiliary organization of California State University, Fullerton ("CSUF").

This Amendment provides for the continuation of the Agreement no. C-4-1557. In accordance with Sections I and III of said Agreement, the first-year option period is exercised and performance period is hereby extended through June 30, 2016. Funding for the period July 1, 2015 through June 30, 2016 is obligated in accordance with said Agreement Section IV-Funding and Schedule.

XVII. Notices

Notices under this agreement shall be considered to be given if delivered by first class mail to the following addresses:

For SPONSORS:

Carolyn McInerney
County of Orange
10 Civic Center Plaza, 3rd Floor
Santa Ana, CA 92701

Gwenn Norton-Perry
Orange County Council of Governments
3028 Summitview Lane
Chino Hills, CA 91709

Valarie McFall
Transportation Corridor Agencies
125 Pacifica, Suite 100
Irvine, CA 92618-3304

James D. Herberg
Orange County Sanitation District
10844 Ellis Avenue
Fountain Valley, CA 92738-8127

Kurt Brotcke
Orange County Transportation Authority
550 South Main Street
P.O. Box 14184
Orange, CA 92613-1584

Robert Hunter
Municipal Water District of Orange County
18700 Ward Street
P.O. Box 20895
Fountain Valley, CA 92728

Michael R. Markus
Orange County Water District
18700 Ward Street
P.O. Box 8300
Fountain Valley, CA 92728-8300

Hasan Ikhrata
Southern California Association of Governments
818 West Seventh Street, 12th Floor
Los Angeles, CA 90017-3435

For CONTRIBUTING PARTNERS:

Carolyn Emery
Orange County Local Agency Formation Commission
12 Civic Center Plaza, Room 235
Santa Ana, CA 92701

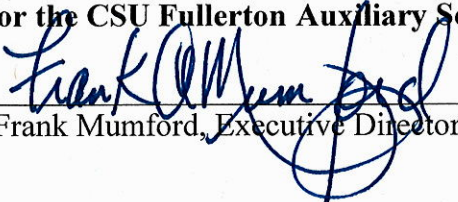
For CSU FULLERTON AUXILIARY SERVICES CORPORATION

Denise Bell, Director, Sponsored Programs
CSUF Auxiliary Services Corporation
2600 Nutwood Ave., Suite 250
Fullerton, CA 92831

All other terms and conditions of the Agreement shall remain the same.

IN WITNESS THEREOF, the SPONSORING PARTIES and the CSUF ASC have executed this Amendment on the date first herein written. This Amendment is to be signed in counter parts.

For the CSU Fullerton Auxiliary Services Corporation:



Frank Mumford, Executive Director

4/1/15

Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:

James D. Herberg, General Manager

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Foothill/Eastern Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

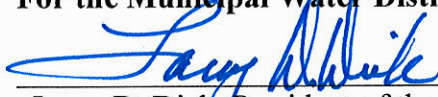
Date

For the San Joaquin Hills Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

For the Municipal Water District of Orange County:



Larry D. Dick, President of the Board

2-19-15

Date



Robert Hunter, General Manager

2-19-15

Date

For the Orange County Water District:

Cathy Green, President

Date

Michael R. Markus, General Manager

Date

For the Southern California Association of Governments:

Hasan Ikhrata, Executive Director

Date

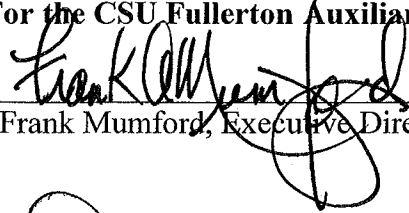
For the Orange County Local Agency Formation Commission:

Derek J. McGregor, Chair

Date

IN WITNESS THEREOF, the SPONSORING PARTIES and the CSUF ASC have executed this Amendment on the date first herein written. This Amendment is to be signed in counter parts.

For the CSU Fullerton Auxiliary Services Corporation:

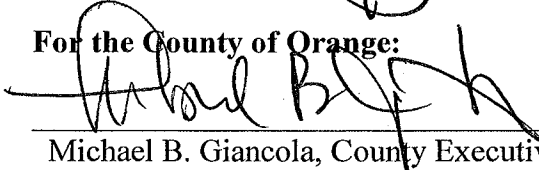


Frank Mumford, Executive Director

4/1/15

Date

For the County of Orange:



Michael B. Giancola, County Executive Officer

2/24/15

Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:

James D. Herberg, General Manager

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Foothill/Eastern Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

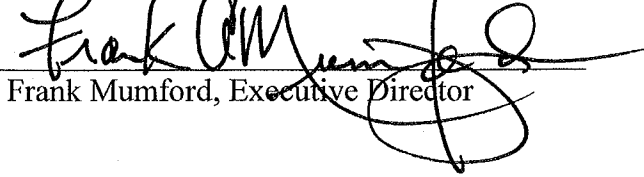
For the San Joaquin Hills Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

IN WITNESS THEREOF, the SPONSORING PARTIES and the CSUF ASC have executed this Amendment on the date first herein written. This Amendment is to be signed in counter parts.

For the CSU Fullerton Auxiliary Services Corporation:


Frank Mumford, Executive Director

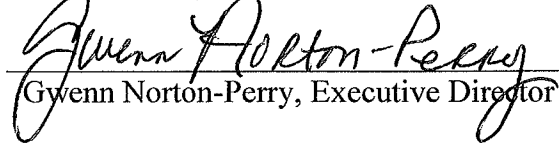
3/2/15
Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:


Gwenn Norton-Perry, Executive Director

2-19-15
Date

For the Orange County Sanitation District:

James D. Herberg, General Manager

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Foothill/Eastern Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

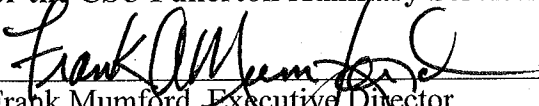
For the San Joaquin Hills Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

IN WITNESS THEREOF, the SPONSORING PARTIES and the CSUF ASC have executed this Amendment on the date first herein written. This Amendment is to be signed in counter parts.

For the CSU Fullerton Auxiliary Services Corporation:



Frank Mumford, Executive Director

3/2/15

Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

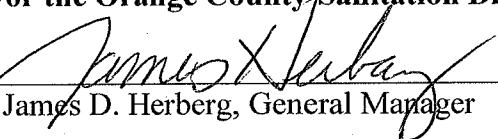
Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:



James D. Herberg, General Manager

02-18-2014

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Foothill/Eastern Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

For the San Joaquin Hills Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

IN WITNESS THEREOF, the SPONSORING PARTIES and the CSUF ASC have executed this Amendment on the date first herein written. This Amendment is to be signed in counter parts.

For the CSU Fullerton Auxiliary Services Corporation:

for Denise Bee

Frank Mumford, Executive Director

9/22/15

Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:

James D. Herberg, General Manager

Date

For the Orange County Transportation Authority:

Virginia Abadessa

Virginia Abadessa, Director Contracts Administration
And Materials Management

1/27/15

Date

Cassie A. Donich

James M. Donich
General Counsel

For the Foothill/Eastern Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

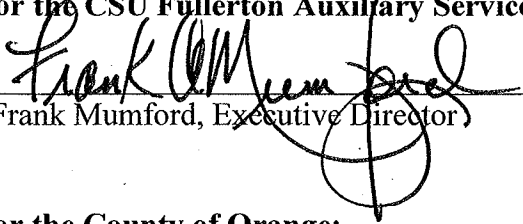
For the San Joaquin Hills Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

IN WITNESS THEREOF, the SPONSORING PARTIES and the CSUF ASC have executed this Amendment on the date first herein written. This Amendment is to be signed in counter parts.

For the CSU Fullerton Auxiliary Services Corporation:



Frank Mumford, Executive Director

4/1/15

Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:

James D. Herberg, General Manager

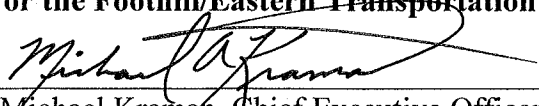
Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Foothill/Eastern Transportation Corridor Agency:

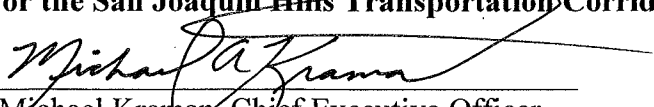


Michael Kraman, Chief Executive Officer

2/17/2015

Date

For the San Joaquin Hills Transportation Corridor Agency:



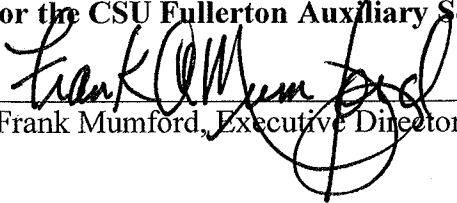
Michael Kraman, Chief Executive Officer

2/17/2015

Date

IN WITNESS THEREOF, the SPONSORING PARTIES and the CSUF ASC have executed this Amendment on the date first herein written. This Amendment is to be signed in counter parts.

For the CSU Fullerton Auxiliary Services Corporation:



Frank Mumford, Executive Director

4/1/15

Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:

James D. Herberg, General Manager

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Foothill/Eastern Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

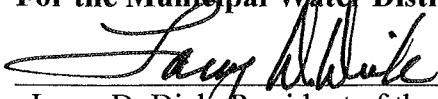
Date

For the San Joaquin Hills Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

For the Municipal Water District of Orange County:



Larry D. Dick, President of the Board

2-19-15

Date



Robert Hunter, General Manager

2-19-15

Date

For the Orange County Water District:

Cathy Green, President

Date

Michael R. Markus, General Manager

Date

For the Southern California Association of Governments:

Hasan Ikhata, Executive Director

Date

For the Orange County Local Agency Formation Commission:

Derek J. McGregor, Chair

Date

IN WITNESS THEREOF, the SPONSORING PARTIES and the CSUF ASC have executed this Amendment on the date first herein written. This Amendment is to be signed in counter parts.

For the CSU Fullerton Auxiliary Services Corporation:

Danise R. Lee
for Frank Mumford, Executive Director

9/22/15
Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:

James D. Herberg, General Manager

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Foothill/Eastern Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

For the San Joaquin Hills Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

For the Municipal Water District of Orange County:

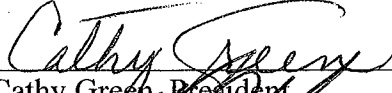
Larry D. Dick, President of the Board

Date

Robert Hunter, General Manager

Date


For the Orange County Water District:



Cathy Green, President

3-18-15

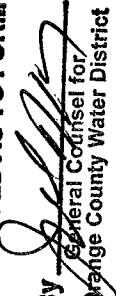
Date



Michael R. Markus, General Manager

03-18-15

Date

APPROVED AS TO FORM
By 
General Counsel for
Orange County Water District

For the Southern California Association of Governments:

Hasan Ikhata, Executive Director

Date

For the Orange County Local Agency Formation Commission:

Derek J. McGregor, Chair

Date

IN WITNESS THEREOF, the SPONSORING PARTIES and the CSUF ASC have executed this Amendment on the date first herein written. This Amendment is to be signed in counter parts.

For the CSU Fullerton Auxiliary Services Corporation:

Dease' Blue
for Frank Mumford, Executive Director

9/23/15
Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:

James D. Herberg, General Manager

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Foothill/Eastern Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

For the San Joaquin Hills Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

For the Municipal Water District of Orange County:

Larry D. Dick, President of the Board

Date

Robert Hunter, General Manager

Date

For the Orange County Water District:


Cathy Green, President

Date

Michael R. Markus, General Manager

Date

For the Southern California Association of Governments:


Hasan Ikhrata, Executive Director

9/9/15
Date

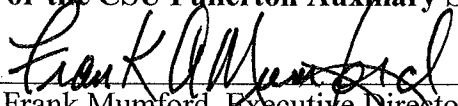
For the Orange County Local Agency Formation Commission:

Derek J. McGregor, Chair

Date

IN WITNESS THEREOF, the SPONSORING PARTIES and the CSUF ASC have executed this Amendment on the date first herein written. This Amendment is to be signed in counter parts.

For the CSU Fullerton Auxiliary Services Corporation:



Frank Mumford, Executive Director



Date

For the County of Orange:

Michael B. Giancola, County Executive Officer

Date

For the Orange County Council of Governments:

Gwenn Norton-Perry, Executive Director

Date

For the Orange County Sanitation District:

James D. Herberg, General Manager

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Foothill/Eastern Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

For the San Joaquin Hills Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

For the Municipal Water District of Orange County:

Larry D. Dick, President of the Board

Date

Robert Hunter, General Manager

Date

For the Orange County Water District:

Cathy Green, President

Date

Michael R. Markus, General Manager

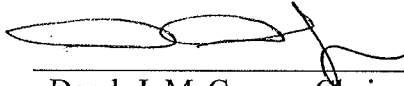
Date

For the Southern California Association of Governments:

Hasan Ikhrata, Executive Director

Date

For the Orange County Local Agency Formation Commission:



Derek J. McGregor, Chair

3-11-15
Date



Center for Demographic Research

Sponsors:

California State
University, Fullerton

County of Orange

Municipal Water
District of
Orange County

Orange County
Council of
Governments

Orange County
Sanitation District

Orange County
Transportation
Authority

Orange County
Water District

Southern California
Association of
Governments

Transportation
Corridor Agencies

Contributing Partner:

Orange County
Local Agency
Formation Commission

September 29, 2015

Karl Seckel
Municipal Water District of Orange County
18700 Ward Street
Fountain Valley, CA. 92728

Re: 2014-2017 MOU Agreement No. C-4-1557
SIGNED AMENDMENT NO. 1 (2015-2016)

Dear Karl,

Enclosed for your records are your one (1) original ink hard copy of the **SIGNED AMENDMENT NO. 1 (2015-2016)** to the **2014-2017 MOU AGREEMENT NO. C-4-1557**, seven (7) copies of the other sponsors' signed pages, including that of the CSUF Auxiliary Services Corporation (CSUF ASC), and one (1) signed page of the contributing partner (LAFCO).

If you have any questions, please feel free to contact me.

Sincerely,

Kathy Rinos
Administrative Assistant
Center for Demographic Research
krinos@fullerton.edu
(657) 278-4875

Email cc: Robert Hunter
Joan Finnegan
Larry Dick

Enclosures: Amendment No.1



Center for Demographic Research

RECEIVED

FEB 17 2015

MWD OF OC

Sponsors:

California State
University, Fullerton

County of Orange

Municipal Water
District of
Orange County

Orange County
Council of
Governments

Orange County
Sanitation District

Orange County
Transportation
Authority

Orange County
Water District

Southern California
Association of
Governments

Transportation
Corridor Agencies

Contributing Partner:

Orange County
Local Agency
Formation Commission

February 13, 2015

Robert Hunter, General Manager
Municipal Water District of Orange County
18700 Ward Street
Fountain Valley, CA 92728

*Re: 2014-2017 Memorandum of Understanding Agreement No. C-4-1557
Amendment No. 1*

Dear Robert,

Enclosed for your signature and that of Larry D. Dick, President of the Board, are two (2) original copies of Amendment No. 1 and a copy of its 2014-2017 MOU Agreement No. C-4-1557 for your ease of reference.

Please return both signed copies of the Amendment to Kathy Rinos, Center for Demographic Research, 2600 Nutwood Avenue, Suite 750, Fullerton, CA 92831.

Upon receipt of both sets, CDR will obtain the signature of Frank Mumford, the CSUF ASC Executive Director. The CSUF ASC will retain one (1) original signed set and CDR will then return one (1) original signed set to you, along with copies of the other sponsors' signatures of the same Amendment.

If you have any questions, please contact me at (657) 278-4875 or by email at krinos@fullerton.edu.

Sincerely,

Kathy Rinos
Administrative Assistant

Email CC: Karl Seckel

Enclosures: Amendment No. 1 (2)
Agreement No. C-4-1557

AMENDMENT No. 2 to Agreement No. C-4-1557
by and between
ORANGE COUNTY INTERESTS
and
CSU FULLERTON AUXILIARY SERVICES CORPORATION
for the
CONTINUED OPERATION OF THE CENTER FOR DEMOGRAPHIC RESEARCH
AT CALIFORNIA STATE UNIVERSITY, FULLERTON

This Amendment is pursuant to Agreement no. C-4-1557 effective July 1, 2014 between the County of Orange, Transportation Corridor Agencies, Orange County Sanitation District, Orange County Transportation Authority, Municipal Water District of Orange County, Orange County Water District, Orange County Council of Governments, and Southern California Association of Governments ("SPONSORS"); the Orange County Local Agency Formation Commission ("CONTRIBUTING PARTNERS") and the CSU Fullerton Auxiliary Services Corporation, ("ASC"), which is a 501 (c)3 California corporation organized under California law as an auxiliary organization of California State University, Fullerton ("CSUF").

This Amendment provides for the continuation of the Agreement no. C-4-1557. In accordance with Sections I and III of said Agreement, the second-year option period is exercised and performance period is hereby extended through June 30, 2017. Funding for the period July 1, 2016 through June 30, 2017 is obligated in accordance with said Agreement Section IV-Funding and Schedule.

XVII. Notices

Notices under this agreement shall be considered to be given if delivered by first class mail to the following addresses:

For SPONSORS:

Carolyn McInerney
County of Orange
10 Civic Center Plaza, 3rd Floor
Santa Ana, CA 92701

Marnie O'Brien Primmer
Orange County Council of Governments
600 S. Main Street, 9th Floor
Orange, CA 92613

James D. Herberg
Orange County Sanitation District
10844 Ellis Avenue
Fountain Valley, CA 92738-8127

Kurt Brotcke
Orange County Transportation Authority
550 South Main Street
P.O. Box 14184
Orange, CA 92613-1584

Valarie McFall
Transportation Corridor Agencies
125 Pacifica, Suite 100
Irvine, CA 92618-3304

Robert Hunter
Municipal Water District of Orange County
18700 Ward Street
P.O. Box 20895
Fountain Valley, CA 92728

Michael R. Markus
Orange County Water District
18700 Ward Street
P.O. Box 8300
Fountain Valley, CA 92728-8300

Hasan Ikhrata
Southern California Association of Governments
818 West Seventh Street, 12th Floor
Los Angeles, CA 90017-3435

For CONTRIBUTING PARTNERS:

Carolyn Emery
Orange County Local Agency Formation Commission
2677 N. Main Street, Suite 1050
Santa Ana, CA 92705

For CSU FULLERTON AUXILIARY SERVICES CORPORATION

Denise Bell, Director, Office of Sponsored Programs
CSUF Auxiliary Services Corporation
2600 Nutwood Ave., Suite 250
Fullerton, CA 92831

All other terms and conditions of the Agreement shall remain the same.

IN WITNESS THEREOF, the SPONSORING PARTIES and the CSUF ASC have executed this Amendment on the date first herein written. This Amendment is to be signed in counter parts.

For the CSU Fullerton Auxiliary Services Corporation:



Frank A. Mumford, Executive Director



Date

For the County of Orange:

Frank Kim, County Executive Officer

Date

For the Orange County Council of Governments:

Marnie O'Brien Primmer, Interim Executive Director

Date

For the Orange County Sanitation District:

James D. Herberg, General Manager

Date

For the Orange County Transportation Authority:

Darrell Johnson, Chief Executive Officer

Date

For the Foothill/Eastern Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

For the San Joaquin Hills Transportation Corridor Agency:

Michael Kraman, Chief Executive Officer

Date

For the Municipal Water District of Orange County:

Wayne S. Osborne
Wayne Osborne, President of the Board

3/2/2016
Date

Robert Hunter
Robert Hunter, General Manager

2-29-16
Date

For the Orange County Water District:

Cathy Green, President

Date

Michael R. Markus, General Manager

Date

For the Southern California Association of Governments:

Hasan Ikhata, Executive Director

Date

For the Orange County Local Agency Formation Commission:

Derek J. McGregor, Chair

Date



ACTION ITEM
September 21, 2016

TO: Board of Directors

FROM: Public Affairs and Legislation Committee
(Directors Tamaribuchi, Barbre, and Hinman)

Robert Hunter
General Manager

Staff Contact: Heather Baez

SUBJECT: ISDOC OFFICER ELECTIONS

STAFF RECOMMENDATION

Staff recommends the Board of Directors review the list of candidates for the ISDOC Executive Committee and authorize President Wayne Osborne or his designee to vote on MWDOC's behalf.

COMMITTEE RECOMMENDATION

The Public Affairs & Legislation Committee will meet on September 19, 2016 and make a recommendation to the Board.

SUMMARY

Last month, the Independent Special Districts of Orange County (ISDOC) sent out its Notice of Election and Call for Candidates to all member districts. Multiple nominations were received for all positions (with the exception of Secretary and Treasurer) and ballots were mailed to all eligible voting members.

At this time, ISDOC is conducting a vote of Regular Special District Members for the election of officers. The notice of election, ballot, and statements from candidates are attached for the Board's review.

The ISDOC bylaws indicate, "At the end of the nominating period if only one candidate is nominated for a vacant seat, that candidate shall be deemed selected." This is the case for the Secretary and Treasurer positions; therefore, they are not on the ballot. Leslie Keane of the Orange County Cemetery District and Joan Finnegan from the Municipal Water District of Orange County, respectfully, have been selected to these seats.

The other candidates are as follows:

President – Mike Scheafer, Costa Mesa Sanitary District
Jim Fisler, Mesa Water District

1st Vice President (Programs) – Sandra Jacobs, Santa Margarita Water District
Arlene Schafer, Costa Mesa Sanitary District

2nd Vice President (Membership) – Doug Davert, East Orange County Water District
Mark Monin, El Toro Water District

3rd Vice President (Legislation) – Mary Aileen Matheis, Irvine Ranch Water District
Dr. Allan Bernstein, Orange County Mosquito and Vector
Control District

Candidates were invited to submit a 200 word statement to be included in the packet of materials that was sent to all ISDOC members along with the ballot and ballot instructions. Those statements, along with other letters and other requests for support received by MWDOC, are included for your review.

To be included in the count, all ballots must be received no later than 5:00 p.m. on September 27, 2016. Election results will be announced at ISDOC's Quarterly Meeting on September 29, 2016. Officers will assume their positions in January 2017.

August 24, 2016

Mailing Address

P.O. Box 20895
Fountain Valley, CA 92728

Meeting Location

MWDOC/OCWD
18700 Ward Street
Fountain Valley, CA 92708

(714) 963-3058
(714) 964-5930 fax

www.mwdoc.com/isdoc

Executive Committee

President

Hon. Mike Scheafer
Costa Mesa Sanitary District

1st Vice President

Hon. Jim Fisler
Mesa Water District

2nd Vice President

Hon. Sandra Jacobs
Santa Margarita Water District

3rd Vice President

Hon. Joel Rattner
Rossmoor/Los Alamitos Area Sewer District

Secretary

Hon. Leslie Keane
Orange County Cemetery District

Treasurer

Hon. Joan C. Finnegan
Municipal Water District of Orange County

Immediate Past President

Hon. Rich Freschi
Serrano Water District

Staff Administration

Heather Baez

Municipal Water District of Orange County

RE: Election of Independent Special District of Orange County (ISDOC) Officers

Dear Member Districts,

The nomination period for Executive Committee officer positions closed on August 19th. At this time, ISDOC is conducting a vote of Regular Special District Members for the election of officers. This letter serves as official notice of the election.

The names of nominated candidates are printed on the ballot; however, any elected or appointed official from a Regular Member District has the ability to run for an officer position as a write-in candidate. If elected, a write-in candidate will need to provide a resolution supporting election to the position from its District before he/she can be seated.

The Executive Committee meets at 7:30 am on the first Tuesday of the month. Meetings are open to the public. Duties of Executive Committee members are contained in the ISDOC bylaws, which may be found at the ISDOC website - <http://www.mwdoc.com/ISDOC>.

Each Regular Member district in good standing shall be entitled to one vote. In accordance with current bylaws, the vote must be cast (signed) by the district's presiding officer or an alternate selected by the district board.

You may submit your ballot via mail or email to Heather Baez: P.O. Box 20895, Fountain Valley, CA 92728 (mail) or hbaez@mwdoc.com (email). **Ballots must be received by 5:00 p.m. on Tuesday, September 27, 2016 in order to be counted. Even if positions are uncontested, it is important to submit a ballot since a quorum of voting members is required for the election of officers.**

The names of officers elected will be announced at the September 29th quarterly meeting.

If you have any questions or wish to discuss the election process further, please contact Heather Baez (MWDOC) at hbaez@mwdoc.com or (714) 593-5012.

Sincerely,



President

Mike Scheafer, President
Independent Special Districts of Orange County

Enclosed: Ballot for ISDOC Election of Officers
Candidates' Statements

INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY

ELECTION OF OFFICERS

The ISDOC Executive Committee consists of the President, First Vice President, Second Vice President, Third Vice President, Secretary, Treasurer and Immediate Past President. Officers are elected in September of even numbered years for two year terms. Please vote for one candidate per seat or you may elect to write in another individual. If elected, however, write in candidates will need to provide a resolution from their Board supporting their election before they can be seated.

The ISDOC bylaws indicate, "At the end of the nominating period if only one candidate is nominated for a vacant seat, that candidate shall be deemed selected." This is the case for the Secretary and Treasurer positions, therefore they are not on the ballot. Leslie Keane of the Orange County Cemetery District and Joan Finnegan from the Municipal Water District of Orange County, respectfully, have been selected to these seats.

Cast your Vote: Please cast your vote for the remaining seats by placing an "X" on the line next to the individual for which you wish to vote in each position. If you are writing in a candidate, please include their district affiliation and position. **THE SIGNATURE PAGE IS ON THE REVERSE SIDE OF THE BALLOT. IT MUST BE SIGNED BY YOUR VOTING REPRESENTATIVE IN ORDER TO BE COUNTED.**

President

_____ Michael Scheafer, President
Costa Mesa Sanitary District

or

_____ James R. Fidler, Director
Mesa Water District

First Vice President (Programs)

_____ Sandra F. Jacobs, Director
Santa Margarita Water District

or

_____ Arlene Schafer, Assistant Secretary
Costa Mesa Sanitary District

Second Vice President (Membership)

_____ Doug Davert, President
East Orange County Water District

or

_____ Mark Monin, Director
El Toro Water District

Third Vice President (Legislation)

_____ Mary Aileen Matheis, President
Irvine Ranch Water District

or

_____ Dr. Allan Bernstein, President
Orange County Mosquito & Vector Control District

DISTRICT NAME

SIGNATURE OF VOTING REPRESENTATIVE

Ballots must be received no later than 5 p.m. September 27, 2016.

You may return your ballot by mail or email to:

Heather Baez
P.O. Box 20895
Fountain Valley, CA 92728
Attention: ISDOC Executive Committee Election
OR Email: hbaez@mwdoc.com

It has been my honor to serve the member Districts of ISDOC, the Independent Special Districts of Orange County, as President for the past two years. During the past two years we have experienced unparalleled success in bringing ISDOC into a prominent position in California Special Districts.

Under my leadership, ISDOC received the prestigious California Special Districts Association (CSDA) Chapter of the Year for 2015. We have enhanced the social media presence of ISDOC with our Facebook and newsletter. We continue to work hard for our members in the area of State Special District legislative issues.

Personally I currently serve as the President of the Costa Mesa Sanitary District. I am a board member for the Special Districts Risk Management Authority and serve on its Legislative Committee. I also serve on two CSDA committees involving membership and education. Working with these two organizations has given me a broad perspective of how various types of Special Districts work and the challenges they individually face. I enjoy being a voice for Orange County Special Districts on the state level.

I humbly ask for your support to re-elect me as President of ISDOC. I will continue to represent you, the Independent Special Districts of Orange County in the way you deserve. I look forward to continuing my service.

MIKE SCHAEFER

ELECT MIKE SCHEAFER ISDOC EXECUTIVE COMMITTEE PRESIDENT

Mike Scheafer—President Costa Mesa Sanitary District



PREVIOUS EXPERIENCE SERVING SPECIAL DISTRICTS

- ◆ ISDOC Executive Committee President
- ◆ ISDOC Executive Committee 2nd Vice President
- ◆ SDRMA Board Member
- ◆ CSDA Professional Development Committee
- ◆ CSDA Membership Committee

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Management Authority and serve on its Legislative Committee. I also serve on two CSDA committees involving membership and education. Working with these two organizations has given me a broad perspective of how various types of Special Districts work and the challenges they individually face. I enjoy being a voice for Orange County Special

Districts on the state level.

I humbly ask for your support to re-elect me as President of ISDOC. I will continue to represent you, the Independent Special Districts of Orange County in the way you deserve. I look forward to continuing my service.



Costa Mesa Sanitary District

...an Independent Special District

I am writing to ask your support for reelection as President of the Independent Special Districts of Orange County (ISDOC). It has been an honor for me to serve the Special Districts for the past two years and would appreciate your support to continue my work.

With my leadership ISDOC has continued to provide the advocacy, education and presence that all of our Districts need on the State and Local level. We are a strong presence within the California Special Districts Association (CSDA). For our efforts, again during my term, CSDA honored ISDOC as the CSDA Chapter of the Year in 2015. This high honor shows that we continue to serve and advocate for our Districts.

Furthering my involvement with Special Districts I am a Board Member for the Special Districts Risk Management Authority (SDRMA). Serving on the board has given me a unique perspective on various Districts throughout California. By providing risk management options I have become very familiar with issues that face different types of Districts. As a member of the Legislative Committee for SDRMA I have become involved in issues that affect all of our Districts.

I also presently serve on two CSDA committees. I am on the Member Services Committee and the Professional Development Committee.

I am the Vice Chairman of the Alliance Executive Council, a collaboration of CSDA, SDRMA and the Special Districts Leadership Foundation.

I currently serve as President of the Board for the Costa Mesa Sanitary District. I have served on our Board since 2010, and previously in the 1990's. I am a former City Councilmember in Costa Mesa.

Since being chosen as President of the CMSD Board our District has been awarded several prestigious awards including "Best Wastewater Collection System" from the Santa Ana River Basin, "Special District Leadership Foundation District of Distinction" from CSDA, the 2016 "Excellence Award in Integrated Waste Management Systems" a national award from the Solid Waste Association of North America (SWANA).

Recently I was nominated as "Board Member of the Year" for CSDA, an award to be given at the CSDA annual conference in October.

My commitment to the Special Districts of Orange County is strong. I will continue to work hard to represent all Districts. My belief is that with the challenges facing all of us strong leadership is needed. I have continued to demonstrate that my leadership fits that criteria.

I look forward to serving ISDOC and the members. I appreciate your vote for me as President. Please feel free to contact me at mike@agentmike.biz or by phone at (714) 435-0300.

Board of Directors

Michael Scheafer
Arthur Perry
Robert Ooten
Arlene Schafer
James Ferryman

Staff

Scott C. Carroll
General Manager

Robin B. Hamers
District Engineer

Alan R. Burns
District Counsel

Marcus D. Davis
Treasurer

Noelani Middenway
District Clerk

Wendy H. Davis
Finance Manager

www.cmsdca.gov



District of Distinction
2009-2014

Elect James R. Fisler ISDOC President

James (Jim) R. Fisler – Director, Mesa Water District



Experience: With a passion for public policy and public service, Director Fisler would be honored to receive your vote to serve as President of the Independent Special Districts of Orange County (ISDOC). He currently serves as ISDOC 1st Vice President.

Vision: Director Fisler is committed to representing the mutual interests of ISDOC's members, including 26 independent special districts that serve the needs of Orange County's water, wastewater, sanitary, cemetery, vector control, library, recreation and parks, and other specialized services.

Knowledge: If elected ISDOC President, Director Fisler pledges to facilitate information sharing about current issues and trends related to special districts, and to advocate for the shared interests of ISDOC members.

Director Fisler was appointed to the Mesa Water District Board of Directors in 2009, elected in 2010 and re-elected in 2012. He served as Mesa Water's Board President from 2012-2014. He was also elected in 2011, and re-elected in 2014, as an Alternate Commissioner to OC LAFCO representing Special Districts.

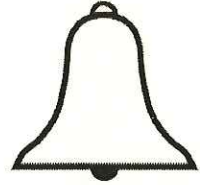
Since 2014, Director Fisler has served as ISDOC's 2nd Vice President and subsequently as 1st Vice President. The natural progression would be for Director Fisler to next serve as ISDOC President. Please consider voting for Director Fisler as ISDOC President.

BOARD OF DIRECTORS
BETTY H. OLSON, PH.D. CHARLEY WILSON
CHARLES T. GIBSON SAUNDRA F. JACOBS
JUSTIN McCUSKER
DANIEL R. FERONS
GENERAL MANAGER

RECEIVED

AUG 19 2016

MWD OF OC



Santa Margarita Water District

August 11, 2016

President Wayne Osborne
Municipal Water District of Orange County
18700 Ward Street
Fountain Valley, CA 92708-6930

Wayne!!
Dear President Osborne,

I am writing to you as a candidate for the 1st Vice-President of the Independent Special Districts of Orange County (ISDOC). I currently serve as the 2nd Vice-President for ISDOC.

By way of introduction, I am a Director on the Santa Margarita Water District Board. I have served SMWD for the past 20 years and, during that time, have chaired the Board and various Board committees. I am most proud of my role in coordinating and addressing issues among the South Orange County agency group and representing that group to MWDOC. I been actively involved with ACWA since 2004 when I served on the Board of Directors for 2 years. Personally, I am also active with my homeowners' association and, for the past 25 years, I have run a successful environmental and land use planning company.

My experience and service to ISDOC has given me a rich and clear understanding of the needs of special districts in Orange County. In my term as 1st Vice President, I will bring to ISDOC the same qualities of experience, impartiality, and effectiveness to address the challenges we face in the special district community. One of the key responsibilities of the 1st Vice-President is education. I will work to continue to ensure informative and interesting presentations focused on issues important to ISDOC including other county-wide agencies such as LAFCO and its processes.

I would be pleased to learn more about how I can serve you, your special district and the entire County. Please call me at 949-702-1145 or email me at saundraj@smwd.com.

I would greatly appreciate your support and vote. I look forward to continuing my role in representing special districts.

Sandra Jacobs
Director
Santa Margarita Water District

I am seeking your vote and support for the position of ISDOC 1st Vice President. I have decades of experience, knowledge, strong leadership, and a sincere desire represent you as ISDOC as Program Chairman and 1st Vice President. My dedication to public service is evident by positions that I have held such as the City of Costa Mesa's former Mayor, Councilmember, and Planning Commissioner, Costa Mesa Sanitary District Board President, Vice President, Secretary, Assistant Secretary (currently) & Director, LAFCO Chair and Commissioner, Costa Mesa Chamber of Commerce Chair, Harbor-Mesa Lions Club President, CSDA President, Vice President, and Secretary, CSDA Finance and Membership Committees.

My vision for ISDOC is to achieve partnerships for different services and keep costs down while staying on top. I believe I am the best qualified candidate for this position and would be honored to have your vote. I will serve you well.

Arlene Schafer
Assistant Secretary
Costa Mesa Sanitary District

ELECT ARLENE SCHAFER ISDOC EXECUTIVE COMMITTEE FIRST VICE PRESIDENT

Arlene Schafer—Assistant Secretary Costa Mesa Sanitary District



PREVIOUS EXPERIENCE SERVING SPECIAL DISTRICTS

- ◆ LAFCO Commissioner
 - ◆ CSDA Board President
 - ◆ CSDA Board Vice President
 - ◆ CSDA Board Secretary
 - ◆ CSDA Finance Corporation
 - ◆ CSDA Legislation Committee
 - ◆ CSDA Fiscal Committee
 - ◆ CSDA Membership Committee
-

I would be honored to serve as your representative on ISDOC's Executive Committee as First Vice President. I believe my 26 years of experience as a local government leader that includes 18 years serving special districts in a variety of different capacities makes me the best candidate. Recently, the Little Hoover Commission is conducting public hearings on special districts that was intended to serve as a follow up to the Commission's 2000 report. The Commission's report made recommendations related to special districts visibility and accountability, reserve funds and property tax allocation and its very likely the Commission will publish new recommendations to the State Legislature and governor. I believe it's important for ISDOC to continue serving as an advocate for Orange County special districts by informing the legislature and the public the important and essential services we provide to our communities. Furthermore, I believe it's important for Orange County special districts to demonstrate good governance that will help earn the public's trust.

Currently, I am serving on the Board of Directors for the Costa Mesa Sanitary District (CMSD) where I have been a Board member for 18 years. CMSD provides solid waste and wastewater collection services to over 116,000 residents residing in the City of Costa Mesa and portions of Newport Beach and the unincorporated Orange County. I am proud to be part of an organization that has been a District of Distinction since 2009, earned the Transparency Certificate of Excellence and CMSD is one of few special districts in California that received Gold Recognition in Special District Governance.

If elected, I will collaborate with the Program Committee to ensure you have educational opportunities to enhance your district's governance and help elevate public awareness of the role your district plays as the form of government closest and most directly accountable to your constituents.



Costa Mesa Sanitary District

...an Independent Special District

August 30, 2016

Dear ISDOC Member:

I am writing to ask your support for election as First Vice President of ISDOC's Executive Committee. For the past 18 years I have dedicated myself to special districts by serving in a variety of roles that enhances our advocacy to the State Legislature and visibility to the public. For instance, I am Past President and Vice President of the California Special Districts Association Board of Directors and I am currently serving as the Board Secretary. I have also represented special districts on Orange County Local Agency Formation Commission and I routinely attend ISDOC's Executive Committee meetings to share information.

The First Vice President of ISDOC's Executive Committee is responsible for Chairing the Programs Committee. If elected, I will actively work with committee members and ensure you receive relevant information and hear from keynote speakers on the latest issues to enhance your district's governance.

The enclosed handout has more information that describes my experience and qualifications to serve on the Executive Committee. I hope you trust me to serving the best interest of ISDOC membership by voting for Arlene Schafer as First Vice President.

Thank you for your consideration and I look forward to the opportunity of serving you.

Sincerely,

Arlene Schafer
Assistant Secretary

Board of Directors

Michael Scheafer
Arthur Perry
Robert Ooten
Arlene Schafer
James Ferryman

Staff

Scott C. Carroll
General Manager

Robin B. Hamers
District Engineer

Alan R. Burns
District Counsel

Marcus D. Davis
Treasurer

Noelani Middenway
District Clerk

Wendy H. Davis
Finance Manager

www.cmsdca.gov



District of Distinction
2009-2014

I have had the privilege of serving for the past 14 years as a special district official and as a city council member and mayor. Serving in this capacity has allowed me to see from different perspectives how local governments work and the important roles they play as service providers to their communities. It is this perspective and my experience as a special district and city official that I wish to contribute as ISDOC 2nd Vice President.

Special districts continue to defend against public policy threats and other challenges in Sacramento and here at home. Keeping our districts informed and engaged as members of ISDOC and CSDA is critically important as we work to remain the closest, most accessible form of government to the people. I will make this a priority as ISDOC 2nd Vice President in addition to being an advocate in our communities and with our lawmakers, the media, and others, so they come to understand and value the unique role that special districts play.

Thank you for your consideration of my candidacy for ISDOC 2nd Vice President.

Douglass Davert
President
East Orange County Water District
(714) 318-9550
dougdavert@ca.rr.com



185 N. McPherson Rd.
Orange, California
92869-3720

714.538.5815 *phone*
714.538.0334 *fax*

www.eocwd.com

BOARD OF DIRECTORS

Douglass S. Davert
President

Richard B. Bell
Vice President

John Dulebohn
Director

Seymour (Sy) Everett
Director

John L. Sears
Director

Lisa Ohlund
General Manager

August 17, 2016

The Honorable Wayne Osborne
President
Municipal Water District of Orange County
P.O. Box 20895
Fountain Valley, CA 92728-0895

RECEIVED

AUG 19 2016

MWD OF OC

Subject: Doug Davert for ISDOC 2nd Vice President

Dear President Osborne,

I am writing to seek your support for my candidacy for 2nd Vice President of the Independent Special Districts of Orange County (ISDOC). It would be a privilege to serve as a member of the ISDOC Board and Executive Committee, and I would be honored to earn your district's support in the upcoming election.

I am an ardent advocate for special districts. They are the best and most direct form of government where the average citizen can find direct representation when they are concerned about rates or services, and where they can most easily, without significant bureaucracy, get their concerns addressed – very quickly in most cases.

Attached to this letter is an outline of my civic and community involvement. You will see that I have spent the last 14 years involved in local government of all sizes: serving as president of East Orange County Water District, director and chairman of the Orange County Sanitation District, director and chairman of the Orange County Fire Authority, trustee of the Orange County Mosquito and Vector Control District, and as councilmember and mayor of the city of Tustin. This experience has not only prepared me to serve effectively and contribute to the advancement of ISDOC, but to have the unique perspective regarding what is special about special districts.

Special districts continue to defend against public policy threats and other challenges in Sacramento and here at home. I believe that ISDOC should be at the forefront of raising our profile and talking with the public about how we provide a specialized service and do it well. Keeping our districts aware and engaged as members of ISDOC and CSDA is also critically important. As a 2008 CSDA Board President of the Year (an honor I shared jointly with Hon. Steve Sheldon at OCWD), I know that CSDA is a valued and strong voice for us in Sacramento, and we need to actively support its efforts.

I look forward to answering any questions that you or your board colleagues may have about me or my background, experience or platform. I can be reached at (714) 318-9550 or dougdavert@ca.rr.com.

Thank you for your consideration of my candidacy for ISDOC 2nd Vice President.

Sincerely,

A handwritten signature in blue ink, appearing to read "Douglass Davert", written over a horizontal line.

Douglass Davert
President
East Orange County Water District

DOUGLASS S. DAVERT

PERSONAL:

Tustin area resident since 1968, active in the community as volunteer, donor, and public official
Married to Melanie Davert, 20 years; Two daughters ages 16 and 14

EDUCATION:

Loyola Law School, Loyola Marymount University, Juris Doctor 1992
Chapman University, Bachelor of Arts 1987
Santa Ana College, Associate of Arts 1985
Tustin Unified Schools 1970-1983 (K-12)

EMPLOYMENT:

Davert & Loe, Lawyers, Orange, California- Partner/Attorney 1992-Present (Licensed in CA, TX, and DC)
-civil practice emphasizing real estate, transactional, and environmental matters
-rated "AV-Preeminent" by Martindale-Hubbe (highest possible rating for ethics and legal skill)
-named one of "Southern California's Top Rated Lawyers" Legal Leaders/LA Times 2012-15
-successfully represented 140+ members of the United States Congress in a matter resulting in a published opinion in the Ninth Circuit U.S. Court of Appeals *Newdow v. Lefevre*, 598 F.3d 638 (9th Cir. 2010)

COMMUNITY SERVICE:

EAST ORANGE COUNTY WATER DISTRICT
President/Director, elected 2012, term ends 2016

ORANGE COUNTY FIRE AUTHORITY FOUNDATION
Chairman, Board of Directors 2011-present
Founding Member 2010-present

ORANGE COUNTY TRANSPORTATION AUTHORITY
Member, Citizens Advisory Committee, 2012-2015

ORANGE COUNTY TASK FORCE ON DROWNING PREVENTION
Member, 2015-present

CITY OF TUSTIN:

City Council
Member 2002-2010, Mayor 2006 & 2009, Mayor Pro-Tem 2005 & 2008
Oversight Board for Successor Agency to Community Redevelopment Agency
Chairman, 2012-present (county appointed public member)
Planning Commission
Chairman 2002, Vice-Chairman 1999-2000, 2001-2002, Member 1997-2000, 2001-2002
Tustin Senior Center Fund
Alternate Member 2002-2010
Tustin Old Town Association
Member, Board of Directors, 2001- 2002
Tustin Area Council for Fine Arts
Member, Board of Directors, 2002- 2004
Secretary, 2002- 2003
Member, Board of Advisors 2007-2010
Tustin Pride Committee
Member 1996-1999, Secretary 1998, Chair, Christmas Tree Recycling Program 96-98
Community Development Block Grant Citizen Participation Committee
Member/Participant 1998-2000, 2002, 2004
Citizens' Police Academy - Tustin Police Department
Graduate 1997
Tustin Community Foundation
Member, Advisory Committee 1997-2003
Tustin Community Redevelopment Agency
Member, 2002-2010, Chairman 2006 & 2009, Vice-Chairman 2005 & 2008
Tustin Public Financing Corporation
Member, 2002-2010, Chairman 2006 & 2009, Vice-Chairman 2005 & 2008
Street Fair & Chili Cook Off Committee
Volunteer 2010-present

SPECIAL DISTRICTS/OTHER:

- Director, Orange County Sanitation District 2004-2010
 - Chairman of the Board of Directors, 2008-2010
 - Vice-Chair, Board of Directors, 2006-2008
 - Vice-Chair, Operations, Maintenance & Technical Services Committee 2005
 - Member, Planning, Design & Construction Committee 2005-2006
 - Chair, Ad Hoc Committee General Manager Evaluation 2005
 - Member, Ad Hoc Committee Legal Services 2005
 - Alternate Director 2003-2004
- Director, Orange County Fire Authority 2007-2010
 - Chairman of Board of Directors, 2009-2010
 - Vice-Chairman of the Board of Directors 2008-2009
 - Member, Executive Committee 2007-2010
 - Member, Budget & Finance Committee 2008-2010
 - Chairman, Reserve Firefighter Ad-Hoc Committee 2008-2009
 - Chairman, Budget Reduction Ad Hoc Committees 2010
 - Alternate Director 2003-2007
- Trustee, Orange County Vector Control District 2003-2005
 - Member, Budget & Finance Committee 2004-2005
 - Member, Supplemental Services Committee 2003
- Member, California Identification Remote Access Network Board 2005-2010
 - City Selection Committee Appointee
- Alternate Director, OC Airport Land Use Commission 2006-2010
- Volunteer, Professional Service Responders, Orange County Sheriff Dept. 2005-Present

CITY OF ORANGE

- Oversight Board for Successor Agency to Community Redevelopment Agency
- Member, 2012-present (special district appointee)

LEAGUE OF CALIFORNIA CITIES:

- Participant, Forum for New Council Members and Mayors, Sacramento, January 2003
- Participant, Executive Forum, 2003, 2004, 2005, 2006
- Participant, Annual Meeting, 2005, 2006, 2007, 2008, 2009
- Member, Public Safety Policy Committee (Statewide) 2006
- Member, Revenue and Taxation Policy Committee (Statewide) 2010
- Member, Advocacy Committee, OC Division 2009-2010

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

- Member, Community, Economic & Human Development Committee 2004-2006

UNITED STATES CONFERENCE OF MAYORS

- Participant, Annual Conference, Washington DC 2006

ASSOCIATION OF CALIFORNIA CITIES-ORANGE COUNTY

- Charter Member and Emeritus Member 2010-present
- Committee on Accreditation/Public Policy Management Academy 2012-present

TUSTIN SCHOOLS:

- Tustin Public Schools Foundation
 - Member, Board of Directors 1994-1998
 - Vice-President, Board of Directors 1995-1996
 - Volunteer, Dinosaur Dash 1993-2010, 2012-present (Annual event raising \$100,000+)
 - Co-Chair, Dinosaur Dash 1994 & 1995
 - Evaluator, Classroom Grants Program 1998-1999
 - Co-Chair, Classroom Grants Program 1999-2000
- Tustin Unified School District
 - Liaison from Tustin City Council to Board of Education, 2004-2010
 - Volunteer, Tustin High School Grad Night 1995-1996 & 1998
 - Volunteer, Foothill High School Grad Night 1994
 - Member, TUSD Strategic Plan Committee 1996
 - Principal for a Day, Pioneer Middle School 2005
 - Principal for a Day, Guin Foss School 2006
 - Principal for a Day, Nelson School 2009

OTHER:

Judge Pro-Tem, Long Beach/Los Angeles Superior Courts 1995-2007
Judge, Moot Court Competition, Chapman University School of Law 1999
Member, Board of Directors, Buckhorn Camp 1991-1994
Vice-President, Board of Directors, Buckhorn Camp 1992-1994
Civic Member, Tustin Area Chamber of Commerce 1999-2010
Member, American Planning Association 1999-2003
Santa Ana College Alumni Hall of Fame, Inducted June 2008
**Board President of the Year, California Special District Association for work as
Chairman of the Orange County Sanitation District, 2008**
Orange County Sanitation District Honor Walk - Inducted April 20, 2011 - for outstanding
service to the organization

MARK MONIN – 2nd Vice President (Membership)

As an El Toro Water District (ETWD) Director, it has been my pleasure to regularly attend and participate at the ISDOC monthly Executive Committee meetings and Quarterly Luncheons. As the affiliated county chapter to the California Special Districts Association (CSDA), it is important that our chapter membership remain strong and active to ensure our voice is heard in Sacramento.

I am a staunch advocate, representing ETWD and County-wide interests with elected officials in Sacramento and as a member of the Association of California Water Agencies, California Association of Sanitation Agencies, CSDA, the Orange County Water Association and ISDOC.

My fiscal responsibility spans over 35 years in the investment management industry. I received my Bachelor's degree from Canisius College and my MBA from Pepperdine University.

I am interested in serving in the Second Vice President position to achieve even a higher degree of membership satisfaction. I understand the duties and responsibilities of the Second Vice President position and stand ready to commit my time, energy and skills to serve, promote and advance the overarching goals and objectives of ISDOC and its members.

I respectfully ask for your vote,

Mark Monin, Director
El Toro Water District



Board of Directors

M. Scott Goldman
William H. Kahn
Jose F. Vergara
Frederick J. Adjarian
Mark L. Monin

General Manager

Robert R. Hill

El Toro Water District

"A District of Distinction"

Serving the Public - Respecting the Environment

September 1, 2016

Municipal Water District of Orange County
Attention: Vice President Brett Barbre
18700 Ward Street
Fountain Valley, CA 92708

RECEIVED

AUG 31 2016

MWD OF OC

Re: Mark Monin for ISDOC 2nd Vice President

Dear Vice President Barbre,

I would be honored to serve as 2nd Vice President for the Independent Special Districts of Orange County and would love to speak with your District. I am a Director on the El Toro Water District Board and Vice Chairman / Commissioner of the Orange County Airport Land Use Commission. I was also a PCF Fire Fighter with the Orange County Fire Authority. I have proven to be a fiscally responsible individual with a "think out of the box mentality" and I look forward to working with the other ISDOC Board members to achieve greatness. I love Orange County and want to work hard here and in Sacramento to help Special Districts progress into the future.

Since first becoming involved with ISDOC I have been attending the Executive Committee meetings on a regular basis which is important because I know the issues that have affected ISDOC in the past and what is important to propel this fine organization in the future.

My qualifications for this position include:

- > EXPERIENCED LEADER
- > COMMITTED TO SPECIAL DISTRICTS
- > FISCALLY RESPONSIBLE
- > DEDICATED

As you know ISDOC is a membership association that was formed more than 30 years ago to serve the needs of Orange County's independent special districts. I want to build on that fine tradition, work hard with others to achieve a higher degree of member satisfaction and make ISDOC even stronger. I feel we can do more with the membership, continue to provide valuable information and presentations on issues that affect your district which can help you with important discussions in the future.

I am very active in Orange County and my community. Please see the accompanying resume outlining my experience and education. I would love to hear your thoughts on how we can make ISDOC even better and please contact me with your input, ideas or questions on my experience or platform. I can be reached at (949) 939-6612 or markmonin@msn.com.

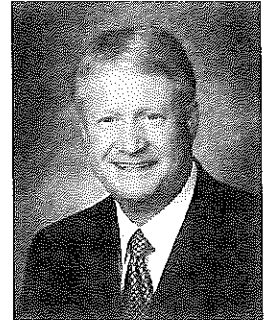
Sincerely,

EL TORO WATER DISTRICT

Mark Monin, Director

Mark L. Monin
3371 Punta Alta Unit 3E
Laguna Woods, CA 92637
(949) 939-6612
markmonin@msn.com

Mark Monin serves as a Director with the El Toro Water District and Vice Chairman of the Orange County Airport Land Use Commission. He is also has over 35 years in the securities industry, most recently with Raymond James, specializing in executive services, 401k, endowments, foundations, high level financial planning and asset management. Mark is also a former PCF Fire Fighter with Orange County Fire Authority and has pilot FAA Licenses private, commercial, instrument and multi engine. Mark also has over 28 years of real estate experience mostly in Orange County California.



Professional Experience

Boards/Committees/Community Involvement

- El Toro Water District, Board of Directors 2015 – Present
- Vice Chairman of the Orange County Airport Land Use Commission 2015 – Present
- Finance Committee of The Association of California Water Agencies and its Education Subcommittee, Investment Subcommittee 2015 – Present
- South Orange County Watershed Management Area Executive Committee
- Independent Special Districts of Orange County (ISDOC)
- South Orange County Agencies
- Water Advisory Committee of Orange County (WACO)
- Orange County Water Association (OCWA)
- City of Laguna Woods Public Safety Committee Chairman 2012-2015 Past Chairman
- City of Laguna Woods Landscape Committee, Past Member
- Newport Beach Chamber of Commerce, Past Member
- Irvine Chamber of Commerce, Past Member
-

Financial Investment/Securities Industry (35 Years)

- Raymond James Financial Services, Newport Beach 2009-current
- Oppenheimer & Co. Newport Beach, California 2005-2009
- Morgan Stanley, Sales Manager / Financial Advisor, Los Angeles / Orange County 1998 - 2005
- Merrill Lynch, Manager / Financial Advisor , Los Angeles / Orange County 1994 - 1998
- Prudential Securities, Assistant Manager, Anaheim 1991 – 1994

Aviation Experience / Aviation Organizations

- Pilot Data & FAA Licenses
 - Private
 - Commercial
 - Instrument
 - Multi Engine
- Vice Chairman of the Orange County Airport Commission (Land Use) 2015-present
- Adjunct Professor at California Baptist University, Riverside, CA 2015- Present
 - Teaches Aviation Law and Aviation Finance
- Civil Air Patrol (Auxiliary United States Air Force) from 1992-1996
 - *Aerial and ground search & rescue,*
- *Civil Air Patrol Aerial Disaster inspection, Orange County, CA*
 - *DEA and Customs assistance in aerial surveillance, air transport from 1992-1996*
- Flying Samaritans/ Liga
 - Free medical clinics; fly physicians/medical professionals to Mexico 1995-present
- Angel Flight Pilot
 - Provides transportation to medical treatment for those who cannot afford/tolerate public transportation, 1998-present
- Southern California Pilots Association

- To provide a collective voice for General Aviation at our So CA Airports.
- Develop a positive working relationship with the airport administration.
- Foster camaraderie amongst So CA Pilots with aviation related
- Enhance safety and education in the So CA Pilot community.
- Orange County Pilots Association (OCPA)
 - OCPA is an association of aviation enthusiasts with the purpose of promoting aviation at the Orange County Airport
- Experimental Aviation Association (EAA)
 - **Experimental Aircraft Association** based in Oshkosh, Wisconsin, encourages and supports recreational aviation.

Real Estate Experience (28 Years)

- California Department of Real Estate, 1988 – Present (28 Years)
- Real Estate Consultant
- California Department of Real Estate Continuing Education

Firefighter Experience

- Orange County Fire Authority
 - *PCF/ Firefighter/Engineer/ search & rescue/ medical training* (first responder) 1988-1995
- Twin District Fire Department, Lancaster, NY
 - *Firefighter/ Engineer/ search & rescue/ medical training* (first responder) 2005-2006
- Lancaster Fire Department, Lancaster, NY
 - *Firefighter/ Engineer/ search & rescue/ medical training* (first responder) 1982-1984
- Egypt Fire Department, Rochester/Perrington, NY
 - *Firefighter/ Engineer/ search & rescue/ medical training* (first responder) 1985-1987

Education/Licensure

- Pepperdine University, Malibu California, Masters in Business Administration, 2002
- The Wharton School, University Of Pennsylvania, Senior Financial Advisor
- The Wharton School, University Of Pennsylvania, Management Training Program
- Institute of Investment Management Consulting, Investment Management Consultant
- The Institute of Business & Finance: Certified Annuity & Fund Specialist
- Board Certified in Asset Allocation
- Canisius College, Buffalo New York, BS/Finance, 1981
- University of Buffalo, Aeronautical Engineering, 1978
- Federal Aviation Administration, Multi Engine, 2000
- New York Stock Exchange, Series 8, Branch Manager, 1990
- National Association of Securities Dealers, Series 65, Financial Planning, since 1989
- California Department of Real Estate, since 1988
- National Association of Securities Dealers, Series 3, Futures, since 1988
- National Association of Securities Dealers, Series, Options Principal, since 1983
- National Association of Securities Dealers, Series 24, Principal Supervisor, since 1983
- National Association of Securities Dealers, Series 63, State Licensing, since 1981
- Securities Licensed in California, Colorado, Connecticut, Delaware, Georgia, Iowa, Illinois, Indiana, Louisiana, Maryland, New Jersey, New York, Ohio, Pennsylvania
- National Association of Securities Dealers, Series 7, 1981, Financial Advisor
- Federal Aviation Administration, Commercial, 1979
- Federal Aviation Administration, Instrument, 1978
- Federal Aviation Administration, Private, 1977

August 25, 2016

I am seeking the office of 3rd Vice President of Independent Special District of Orange County (ISDOC) at the suggestion of other ISDOC colleagues. Several years ago I was privileged to serve as President of ISDOC. Since my term ended I continued to attend ISDOC meetings on a monthly basis and participate in discussion re ACWA, legislative issues, and local activities.

I am ready to assume the duties of the office of 3rd Vice President because of my lifelong interest in legislation and my ability to keep aware of state and local legislation bi-weekly updates by IRWD staff.

I also participate in the Southern California Legislative Task force in its by-weekly tele-conferences. I have found the meetings innovative and rewarding not only as to content, but also the inter-change of ideas from the many attendees. I ask for your support.

Mary Aileen Matheis
IRWD Board



RECEIVED

AUG 30 2016

MWD OF OC

IRVINE RANCH WATER DISTRICT

15600 Sand Canyon Avenue • P.O. Box 57000 • Irvine, California 92619-7000 • (949) 453-5300 • www.irwd.com

August 29, 2016

Wayne Osborne, President
Municipal Water District of Orange County
18700 Ward Street
Fountain Valley, CA. 92708

Re: Candidate for 3rd Vice President of ISDOC

Dear Mr. Osborne:

I have filed for one of the open Executive Committee positions on the Independent District's Executive Committee for the 2016/17 year. The Independent Special District Executive Committee is not as well-known as other agencies in Orange County, but it does serve a very important purpose. It is the entity that connects us to the California Special District Association and to the Orange County Council of Governments.

Several years ago, I was privileged to serve as President of ISDOC, after serving in a lesser office. I have continued to attend and participate in the monthly meeting and the regular quarterly meetings since fulfilling my term on the Executive Committee. I have found the meetings worthwhile as to content, but also in the interaction and good relationships developed among the other regular attendees.

My long time passion and interest is legislation which I have followed at both the state and national level for more than twenty years. I am fortunate to be able to keep up with legislative calendar by participating in the weekly tele-conference with the Southern California Water Committee and through the insights and reports of IRWD legislative representative.

The 3rd Vice President duties are to report on legislation of interest that affects the water industry and special districts. I believe I am well qualified to fulfill this position.

Thank you for your consideration. I would be honored and humbled to have the support of your agency.

Very truly yours

A handwritten signature in blue ink, reading "Mary Aileen Matheis".

Mary Aileen Matheis

GENERAL MANAGER'S REPORT OF STAFF ACTIVITIES SEPTEMBER 2016

Managers' Meeting	<p>MWDOC held its Managers' meeting on August 18, 2016 at its office in Fountain Valley. In attendance were Dan Ferons (SMWD); Matt Collings (MNWD); Bob Hill (ETWD); Andy Brunhart (SCWD); Marc Marcantonio and Steve Conklin (YLWD); Drew Atwater (MNWD); Mark Sprague (Fountain Valley); David Spitz (Seal Beach); Chris Davis (Huntington Beach); Mike Grisso (Buena Park); Cel Pasillas (Garden Grove); Art Valenzuela (Tustin); Scott Miller (Westminster); Lisa Ohlund (EOCWD); Eric Bauman (San Juan Capistrano); Howard Johnson (Brady); Paul Shoenberger (Mesa); John Kennedy and Adam Hutchinson (OCWD); Paul Cook and Paul Weghorst (IRWD); Ken Vecchiarelli (GSWC); and Karl Seckel; Joe Berg; Jonathan Volzke; Hilary Chumpitazi; Melissa Baum-Haley; Keith Lyon; and myself of staff.</p> <p>The agenda included the following:</p> <ol style="list-style-type: none"> 1. Boy Scout Soil and Water Conservation Merit Badge 2. Water Loss Control Update 3. SWRCB Permanent Water Use Regulations Update 4. MWDOC's Reserves Policy <p>The next meeting is scheduled for September 22.</p>
Conveyance in the EOCF#2	<p>Ed Means, Brian Thomas of PFM, Matthew Thomas of Black & Veatch, and Karl and I met to develop the terms and conditions for the introduction and conveyance of either groundwater or Poseidon water in the EOCF#2. The next step will be to meet with Debra Man of Metropolitan.</p>
California Water Fix Eco Restore	<p>Director Sat Tamaribuchi and Karl and I held several meetings on the California Water Fix Eco Restore issues with Curt Schmutte of MET and Garry Brown and Steve Bone of Orange County Coastkeeper. To help bring in environmental support for the WaterFix Project, an Environmental Leaders' Trip has been planned for September 13 and 14. Director Tamaribuchi and Karl and I will be participating.</p>

MET ITEMS CRITICAL TO ORANGE COUNTY

MET's Water Supply Conditions	<p>Below are key summary points of the water supply conditions for FY 2015-2016:</p> <ul style="list-style-type: none"> • Conditions are normal to slightly above normal in Northern California as a result of above average precipitation that has increased reservoirs levels. • Unfortunately, Water Supply conditions in Southern California are below normal for the <u>5th</u> straight year. • 2016 State Water Project "Table A" Allocation is at <u>60%</u>, which is about <u>1.2 Million Acre-Feet (MAF)</u> of water to MET. Improvements in northern California reservoir storage levels will likely improve the initial SWP "Table A" allocation for 2017. • MET water demands for FY2015-16 are expected to total less than 1.6 MAF, the lowest level since FY1998-99. • MET is projecting supplies of <u>2.1 MAF</u> for the year resulting in approximately <u>0.5 MAF</u> being put into storage. • Lake Mead levels continue to be in decline and there is a possibility of a shortage declaration in CY 2018. • <u>The entire state of California is still in a drought</u> and these conditions will likely continue until next winter
MET's Finance and Rate Issues	<p><u>MET Financial Report</u></p> <p>At MET's August's Finance and Insurance Committee meeting, staff reported that this fiscal year's first month water sales through the end of July totaled 158,700 Acre-Feet (AF); 37,300 AF (19%) lower than budget estimates. This generated \$121.1 million; \$24.5 million less than budgeted. This is very similar to last year's water sales for the month of August.</p>
Colorado River Issues	<p><u>California Agencies Refine Drought Contingency Concept</u></p> <p>During July, staff from Imperial Irrigation District, Coachella Valley Water District, Palo Verde Irrigation District, and Metropolitan, along with assistance from the Colorado River Board and the Bureau of Reclamation, discussed the development of a California position regarding the Colorado River drought contingency concept.</p>

Colorado River Issues (Continued)	<p>The focus of the discussion was on developing a contingency plan that would significantly reduce the chance of Lake Mead reaching critically low levels (i.e., levels below 1,025 feet) before 2026. The proposed strategy is for agencies to proportionally share reductions based on diversions, which would result in a 25% reduction for MET during critical times.</p> <p><u>Metropolitan Issues Annual Palo Verde Valley Fallowing Call</u></p> <p>Per the terms of the fallowing agreements with the landowners in the Palo Verde Valley, MET is to issue an annual fallowing call one year in advance of the time when the fallowing is to begin, with the contract year running from August 1 to July 31 of the subsequent year. Ninety percent fallowing is anticipated to provide MET with about 110,000 acre-feet of conserved water for the year. The 90% fallowing call is a reduction of the current 100% fallowing amount, and was made in consideration of slightly better storage levels within MET's system and the contractual limits on the number of years a maximum fallowing call can be made. Under the terms of the agreements, MET may only issue fallowing calls in excess of 90% for 10 years within the 35-year program and, to date, six maximum fallowing calls have been made.</p>
Bay Delta/State Water Project Issues	<p><u>State Water Resources Control Board (SWRCB)</u></p> <p>During part one of the SWRCB's public hearing process of the proposed California Water Fix, the SWRCB will determine if the project would change water quality and flow in a way that would negatively affect other legal water right users.</p> <p>One month into part one of the hearings, policy statements were given by a diverse collection of individuals, groups, organizations and businesses. Additionally, the Department of Water Resources (DWR) and Bureau of Reclamation (USBR) began presenting their case. The petitioners have organized their case by topic, and the format includes a presentation summarizing written testimony followed by cross-examination of an expert witness panel. Topics covered to date include project overview, engineering and operations, and direct testimony of the modeling panel. Continued cross examination of the modeling panel and testimony/cross-examination of the water rights panel will follow in the coming weeks.</p> <p><u>Delta Smelt Resiliency Strategy</u></p> <p>On July 12, DWR released the Delta Smelt Resiliency Strategy (Strategy), which is an integrated, multi-pronged effort to improve</p>

Bay Delta/State Water Project Issues (Continued)	<p>Delta smelt populations. Recent Delta Smelt surveys by California Department of Fish and Wildlife (CDFW) have found the lowest abundance levels on record, and there is concern the drought has pushed Delta smelt to dangerously low numbers. The objective of the Strategy is to improve survival for Delta smelt. The Strategy represents a shift in focus for the state and federal agencies to address multiple stressors on Delta smelt in a systematic way and monitor the effectiveness of the actions. The Strategy includes near-term actions to improve conditions for Delta smelt that will be implemented in 2016-2018, and funding for some of the actions was included in the Governor's May 2016 revised budget. The Strategy focuses on creating better habitat, enhancing the food web, creating higher turbidity, and reducing levels of aquatic weeds, predators, and algal blooms that are harmful to Delta smelt.</p> <p>MET staff is coordinating with state and federal agencies to provide input regarding Strategy action implementation as well as monitoring design to evaluate their effectiveness. In particular, staff is concerned that the proposed summer outflow augmentation action has not been proposed in an experimental framework, and that the lack of a monitoring and evaluation program will result in little new information generated to help guide future flow actions.</p>
ENGINEERING & PLANNING	
Baker Treatment Plant	<p>Another meeting will be held to discuss how the billing process for the Baker Treatment Plant deliveries will be made along with responsibility for the reporting of sales on an agency by agency basis. IRWD is planning for facilities testing at the end of October with deliveries potentially starting in November.</p>
Doheny Desalination Project	<p>On August 30, South Coast Water District held its 4th Workshop on the Doheny Ocean Desalination Project where they discussed the project delivery options and the various "risk" components of the project and their impact on the ultimate cost of water.</p> <p>At the workshop, they reviewed three other current projects that are moving forward in the State and examined the project delivery alternatives being used and the allocation of risk between the owner and the contractors.</p> <p>GHD is in the process of completing the Preliminary Design Report for the Project. The next workshop will be held at that time.</p>

Doheny Desalination Project (Continued)	<p>MWDOC is working on the decommissioning and removal of the test facilities at Doheny State Park. An evaluation of the Pilot Plant Mobile Test facility was completed. This evaluation serves as the basis for establishing a cost basis and a lease rate to lease the facility to Michael Baker International for the SDCWA intake study for one year before the facility is returned to South Coast Water District. Karl worked with the Doheny Participants and Michael Baker International to arrive at agreed upon terms.</p> <p>With respect to the other decommissioning work, the plans have been prepared and discussions are being held with State Parks and the permitting agencies. The actual construction work will take place later this fall.</p> <p>MWDOC is awaiting NWRI to schedule the Science Advisory Panel to review both the SJBA and the South Coast Water District Foundational Action Program Studies. Jeff Mosher is leaving NWRI to take a job at the Water Environment and Reuse Foundation (WE&RF) based in Alexandria, VA. Karl presented Jeff with a special bottle of 2016 Premiere Vintage Mosher NWRI Port wine at his going away celebration. Jeff will still be assisting in the transition with additional assistance being provided by Mike Wehner of OCWD and Bob Ghirelli of OCSD during the transition until Jeff's replacement is found. There should not be a significant impact on the project schedule due to Jeff's leaving.</p>
Orange County Reliability Study	<p>Karl and Melissa Baum Haley met with the South County Agencies along with Dan Rodrigo of CDM-Smith to discuss comments on the Report and follow-up activities. Decisions coming from the group included:</p> <ul style="list-style-type: none"> • Additional modeling runs are NOT necessary • The agencies are interested in the trigger points for the Adaptive Management Approach; trigger points discussed included the MET Carson IPR Project go/no-go decision, the California WaterFix progress under Governor Brown, Colorado River Shortage Triggers, Climate Change, and updates to the Biops on Salmon and other fish. • There was interest in beginning the discussions for the emergency storage service from the OCWD basin to SOC • There was interest in having a better handle on the costs of conveying Poseidon water to SOC • There was interest in understanding the cash flow commitments for Central Valley Water Bank participation to protect against future droughts via an "extraordinary supply" option

Orange County Reliability Study (Continued)	<ul style="list-style-type: none"> There was on-going interest in MWDOC helping concurrently with both the SJBA Optimization Program and the Doheny Desal Project as they were viewed as being closely related <p>Comments were due from our member agencies on the OC Water Reliability Technical Memorandum #4 by August 26 and will be incorporated and a redline version will be circulated prior to publication. CDM Smith is preparing a short "technical" Executive Summary; several easy to digest Executive Summaries will be prepared targeting several audience groups, elected officials, general public, member agencies, etc.</p>
Coordination of Groundwater Deliveries from Newport to Laguna Beach	<p>Karl and Keith met with David Youngblood from Laguna Beach CWD (LBCWD), George Murdoch, Steffen Catron and Casey Parks from Newport Beach (Newport), and Glenn Boyd, Glen Wilkins and Tae Yun from MET to discuss short-term and long-term solutions to operational and water quality issues related to Newport conveying groundwater to LBCWD through MET's CM-1/1A facility. The option to consider the use of a paper transfer of groundwater from Newport to LBCWD during FY16/17 was unsuccessful. The groundwater deliveries were started on September 6; discussions with MET over the water quality issues in the last reach of the Orange County Feeder will have to be addressed.</p>
San Juan Basin Authority	<p>Karl attended the August meeting of the San Juan Basin Authority where the main items of discussion were the condition of the basin and a request by SJBA to cease all pumping for several months while water level and quality samples continue to be monitored. In addition, several briefings were held regarding the SJBA Optimization Plan, one at the SJBA meeting and another at a South Coast Water District meeting.</p>
SARCCUP	<p>Karl, Harvey, Keith and I participated in several discussions regarding the Santa Ana River Conservation and Conjunctive Use Program. The meetings occurred in-house, with OCWD and with the MET Agencies.</p>
South County Managers/Electeds	<p>Directors Jeff Thomas, Sat Tamaribuchi and MET Director Larry McKenney and Karl participated in the South County meeting of Managers and Elected Officials. The major areas of discussion included:</p> <ul style="list-style-type: none"> MWDOC's Reserve needs relative to potential future roles they may undertake MET Fixed Treatment Surcharge – The big request by the local agencies was how best to monitor and provide input to MWDOC towards the policy development of this charge. MWDOC indicated that the MET Committee meetings would serve to keep people updated and periodic discussions would take place at MWDOC's MET Directors meetings OC Water Reliability Study Update – The follow-up items to the study were outlined.

MET's Carson IPR Project	Debra Man of MET provided an updated presentation to both the MWDOC and OCWD Boards on September 7.
OCWD Producers' Groundwater Production Capabilities	OCWD is meeting with each Producer to determine current groundwater production capacities, and what facilities would be needed to pump 95% of retail demands. The exploratory effort is related to OCWD's potential distribution of Poseidon ocean desalinated water. Keith and/or Kevin will attend these meetings as a means to learn more about agencies' capabilities and operations – without input to OCWD's effort. Thus far, Keith attended meetings with Anaheim, Newport Beach, Fullerton, and Orange, and Keith and Kevin attended the Tustin meeting.
MET's Planned 3-day Shutdown of OC-13 and OC-33	MET's planning for a 3-day shutdown in October of OC-13 to perform connection maintenance was the focus of discussion when Keith participated in a phone conference with MET, Serrano WD and Irvine Ranch WD staff. In order to shut down OC-13, connection OC-33 also must be shut down. After the phone conference, Keith coordinated with Trabuco Canyon WD related to the shutdown of OC-33. Because OC-33 is TCWD's primary water source and there are concerns about potential wild-land fires, the weather forecast will be monitored prior to the shutdown, and if a Red Flag Warning has been issued, the shutdown could be postponed. MET's goal is to complete the maintenance prior to the new Baker Treatment Plant becoming operational in October-November to avoid interruptions to the new treatment plant.

EMERGENCY PREPAREDNESS

Coordination with Member Agencies	<p>Orange County Water Procurement and Distribution Planning Update – Efforts to date:</p> <ul style="list-style-type: none"> - County-wide Planning Meetings: February 25, April 20 - Tools Developed: Water Utility Water Distribution Template, City Water Distribution Template, Point of Distribution (POD) Site Evaluation Checklist, draft outreach materials, and a POD Supplies Checklist. - Presentations: MWDOC's A&F Committee, MWDOC's Member Agency Managers' meeting and the Orange County Emergency Management Organization (OCOMO) - Working Group Meetings (7 groups) – 8 <p>UPDATE: This month, Kelly Hubbard facilitated the kick off meeting for one working group. Agencies in attendance are below.</p>
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Coordination with Member Agencies (Continued)	<p>August 11 (Hosted by City of Brea) – City of Brea Emergency Management, Water Division and Public Affairs; Golden State Water Company Emergency Management; Yorba Linda Water District; and City of Yorba Linda Emergency Management.</p> <p>The WEROC Emergency Coordinator Quarterly Meeting was August 2. Primary discussions included: Wildfire Communication Protocols with Fire Response Agencies, AlertOC implementation of new provider, and fall 2016 exercise planning.</p> <p>Kelly provided a joint presentation to WACO on August 5 with the County of Orange Emergency Management Division and the California Office of Emergency Services Southern Region on “Response and Resource Coordination when the Big One Hits OC.”</p> <p>Kelly met with Karla Tejada, the new Emergency Manager for Golden State Water Company. This position was previously facilitated from Sacramento and is now working from the water utility’s Anaheim office. Kelly provided Ms. Tejada with an overview of OC emergency management, and background on how WEROC works.</p> <p>Kelly provided coordination support to Moulton Niguel Water District (MNWD) on August 20 for a large pipeline break. She provided agency coordination with the Orange County Fire Authority, OC Emergency Management Division, and the City of Mission Viejo.</p> <p>As AlertOC has transitioned to a new software provider, the County has hosted trainings on how to utilize the new system to notify OC residents of protective measures that may be needed following a disaster. MWDOC staff who will use the system and attended training were: Bryce Roberto, Laura Loewen, Shenandoah Hage, Karl Seckel, Cathy Harris, Tiffany Baca, Jonathan Volzke, and Kelly Hubbard.</p>
Fall Exercise Activities	<p>Kelly hosted an Exercise Planning Meeting for the water utilities that will be participating in the September 29 exercise. The group agreed upon general concepts for the exercise, how each will communicate with one another, and planning timelines.</p> <p>Kelly will be providing a series of trainings to prepare staff and member agencies for the September exercise. The first class was EOC Action Planning Training which presented how to develop response objectives and a plan of action for complex, multi-agency or multi-day events. More classes will be hosted throughout the next month.</p>

Coordination with the County of Orange	<p>Kelly met with the Orange County Fire Authority (OCFA) Operations Chiefs to discuss response coordination between water utilities and the fire authority. She was able to provide information on WEROC, the water utilities and discuss best practices moving forward.</p> <p>Kelly presented an update on the fuel trailer project to the OC Urban Area Working Group which is the primary approval body for the Urban Area Security Initiative (UASI) funding that is paying for the fuel trailers.</p> <p>As the ISDOC representative, Kelly attended the Operational Area (OA) Executive Board Meeting. The meeting included updates on homeland security grant requirements, approval of two Health Care Agency disaster exercises and County participation in the National Guard 2016 Vigilant Guard Exercise and, lastly, the approval of the updated Unified County of Orange and Operational Area Emergency Operations Plan.</p> <p>Kelly attended a training on WebEOC which recently went through an update and modification. She will be using this information to modify instruction sheets and provide training to staff and member agencies.</p> <p>Kelly attended the Ready OC and “See Something Say Something” Steering Committee meeting. The meeting was to review the next year’s marketing proposal for these two campaigns and to provide input. These campaigns are paid for with UASI funding and are a requirement of the grant to conduct outreach and public education.</p>
Coordination with Outside Agencies	<p>Kelly attended the Mutual Aid Regional Advisory Committee on July 28. She is a voting member representing Region 1 Water Utilities, which includes the Counties of San Luis Obispo, Santa Barbara, Ventura, Los Angeles and Orange County.</p> <p>As the Southern Chapter President, Kelly attended the California Emergency Services Association (CESA) Southern Chapter Board meeting and the CESA State Board meeting as the State Vice President. During the state board meeting, the group met with the new Director of the California State Training Institute (CSTI), which is the state’s emergency training program.</p> <p>At the ACWA Region 8 Program, Kelly was a moderator for a panel, “Not if, but When: Preparing for the Next Disaster” on August 4 at MET.</p>
EOC Readiness	<p>Kelly met with Claris Strategies, Inc. at the WEROC EOC’s as part of the EOC Assessment. Staff from MET and El Toro Water District, as</p>

(EOC) Readiness	owners of the properties, were also available at each site. The consultant spent time inspecting various elements of each building site, as well as asking staff questions about use and functionality.
WATER USE EFFICIENCY	
Executive Order B-37-16 Urban Advisory Group Meeting	<p>On August 15, Joe Berg attended the kick off meeting of the Urban Advisory Group (UAG), which was held at the West Sacramento City Hall. Meeting objectives included:</p> <ul style="list-style-type: none"> • Review UAG Charge • Overview of EO Directives and Project Team Approach <ul style="list-style-type: none"> ○ Eliminate Water Waste ○ Strengthen Local Drought Resilience ○ Use Water More Wisely ○ Reporting, Compliance, and Enforcement • Discuss and Confirm UAG Work Plan <p>The next meeting is scheduled for September 19 and 20, 2016 at MET.</p>
MET's Water Use Efficiency Workgroup	<p>On August 18, Andrew Kanzler attended MET's Water Use Efficiency Workgroup meeting where about 30 member agencies participated. Agenda items included:</p> <ul style="list-style-type: none"> • Water Savings Incentive Program • Metropolitan Conservation Board Presentation for August • New Programs/Workshops/Modifications and Member/Retail Agency Updates • Investor Owned Utilities Responding to Drought • Metropolitan Turf Research Update • IRWD Turf Multiplier Effect Preliminary Results <p>The next meeting is scheduled for September 15, 2016 at MET.</p>
Water Shortage Contingency Planning Workshop	<p>On September 1, Joe participated in the Water Shortage Contingency Planning Workshop hosted at MWDOC whose purpose was to present and receive comments on a framework and key concepts that would result in Water Shortage Contingency Plans that water suppliers are able to implement quickly and effectively during statewide droughts. About 60 representatives from agencies throughout the State participated in this workshop. Agenda items included:</p> <ul style="list-style-type: none"> • Overview of Executive Order Directive Implementation • Planning • Assessing Supply and Demand • Responding and Reporting

Orange County Water Use Efficiency Coordinators' Workgroup	<p>At IRWD on September 1, Andrew, Steve Hedges, Jessica Lieu, and Laura Loewen hosted the Orange County Water Use Efficiency Coordinators' Workgroup meeting. Approximately 18 agencies participated. Highlights on the agenda included:</p> <ul style="list-style-type: none"> • MWDOC Updates • Agency Roundtable/Problem Solving Roundtable <ul style="list-style-type: none"> ○ Agency Drought Response Update • Irvine Ranch Water District Turf Multiplier • Public Affairs/Marketing Update <ul style="list-style-type: none"> ○ Materials Request • Metropolitan Update <ul style="list-style-type: none"> ○ Addendums 17A and 17B ○ Turf Removal Program Audit • Water Use Efficiency Programs Update <ul style="list-style-type: none"> ○ Turf Removal Program <ul style="list-style-type: none"> ▪ Inspection Procedures ▪ Upcoming Program ○ Umbrella Agreement and Addendums <ul style="list-style-type: none"> ▪ Amendment ▪ Status on Addendums • California Urban Water Conservation Council Update <p>The next meeting is scheduled for October 6, 2016 at MWDOC.</p>
Urban Advisory Group Long Term Water Use Targets Workshop	<p>On September 8, Joe participated in the UAG Long Term Water Use Targets Workshop held at MET. The purpose of the meeting was to share a detailed overview of the Water Targets Framework and to provide feedback to the Water Targets Project Team on the proposed Framework. Agenda items included:</p> <ul style="list-style-type: none"> • Overview of Executive Order Directive #2 • Overview of Water Budget Targets • Use of Water Budget for Target Setting: SB X7-7 Method 2 • Framework of Water Loss Standards • Projected Indoor Water Savings from Plumbing Codes and Fixtures • Framework for Indoor Residential Standards • Framework for Outdoor Landscape Standards • Framework of CII Standards • Next Steps

PUBLIC/GOVERNMENT AFFAIRS

Member Agency Relations	<p>Bryce and Tiffany met with Serrano Water District General Manager, Jerry Vilander, to discuss current issues and upcoming projects.</p> <p>Current issues and upcoming projects were discussed when Bryce and Tiffany met with South Coast Water District PIOs.</p> <p>Jonathan met with Beth Beeman to discuss IRWD issues and MWDOC outreach.</p> <p>Bryce, Jonathan, and Tiffany hosted the Public Affairs Workgroup meeting at MWDOC.</p> <p>Jonathan, Tiffany, Bryce and Laura attended the MET PIO meeting.</p> <p>Jonathan produced the September edition of eCurrents.</p> <p>Media relations were discussed when Jonathan met with Noelle Collins from Mesa Water.</p> <p>To discuss current issues at each agency/city, and our programs at MWDOC, Laura met with Lisa Ohlund of EOCWD, Sherri Seitz of ETWD, and Julie Schmidt of the City of San Clemente.</p> <p>Laura attended the Water Use Efficiency Workgroup Meeting and provided an update on MWDOC activities.</p> <p>Heather met with Stacy Taylor from Mesa Water District to discuss legislative issues.</p> <p>Heather met with Hector Ruiz from Trabuco Canyon Water District to learn more about their daily operations, projects, how our agencies can collaborate and toured their facilities.</p> <p>Heather met with Dan Ferons, Jim Leach and Kelly Radvansky from Santa Margarita Water District to learn more about their operations and projects. A tour of their facilities is planned for later this month.</p>
Community Relations	<p>Jonathan represented MWDOC at the OCBC September Infrastructure Committee meeting.</p>

Community Relations (Continued)	<p>Jonathan represented MWDOC at the OCBC September Infrastructure Committee meeting.</p> <p>Laura and Ivan staffed a booth at the Southern California Landscape Water Conference in Costa Mesa.</p> <p>Heather attended the South Orange County Economic Coalition meeting.</p> <p>Heather attended the North Orange County Chamber's Legislative Reception.</p> <p>Heather attended the 4th Annual Women of Character luncheon featuring honoree Senator Pat Bates.</p> <p>Heather and Tiffany attended the "Women in Water" breakfast meeting featuring guest speaker Mary Jane Foley hosted by Santa Margarita Water District. Director Hinman also attended.</p>
Education	<p>Jonathan and Laura hosted the MET education team and the OCDE high school program contractors at MWDOC to look for common goals and ways to share programs, materials and information.</p> <p>Laura coordinated with member agencies for their 2016-17 education target student budgets.</p>
Media Relations	<p>Jonathan sent out a news release on the Boy Scout partnership. Laura posted it to the ACWA website, where it was picked up for the hard edition of the ACWA news for September.</p> <p>Jonathan pitched a story to the LA Times on the work of the water-loss control committee.</p> <p>Jonathan worked with Karl and me to prep for an interview on OC water-demand projections regarding Poseidon with Bettina Boxall from the LA Times.</p>
Special Projects	<p>Tiffany and Harvey collaborated with Tom Philip at MET to prepare an outline for a MET-produced briefing paper on the California WaterFix for Orange County.</p> <p>Tiffany designed two rebate flyers. One for residential, the other for commercial rebates.</p> <p>Tiffany designed and posted the job flyer to the MWDOC website for the Director of Public Affairs open position.</p>

Special Projects (Continued)	<p>Tiffany attended the Bolsa Conservancy Barefoot Ball. Conservancy board members emceed the event. Captain Charles Moore, Founder, Algalita Marine Education and Research, was the keynote speaker.</p> <p>Tiffany and Bryce are currently working on trip logistics, guest and Director requirements for the following inspection trips:</p> <ol style="list-style-type: none"> 1. September 23-24, Director McKenney, SWP 2. October 14-15, Director Dick/Director Galleano (WMWD) SWP/Central Valley Agriculture 3. October 21-22, Director Ackerman, SWP 4. November 18, Director Dick, JPL/Weymouth <p>Tiffany and Bryce are preparing graphic materials for WEROC and the agency water trailers.</p> <p>Jonathan met with the OC Register regarding the Choice program magazine. The RFP for that project will be issued this month.</p> <p>Tiffany and Jonathan attended two emergency-notification trainings at the OC Emergency Operations Center. Laura and Bryce attended three WEROC emergency-notification trainings.</p> <p>Bryce, Jonathan, Laura and Tiffany attended an OC Public Relations Society seminar with Angels VP Tim Mead.</p> <p>Jonathan, Tiffany and I met with members of ACC-OC staff to discuss producing a "Water 101" booklet for elected officials.</p> <p>Jonathan and Laura attended planning meetings for the October 1 South OC Water Expo developed by Supervisor Bartlett.</p> <p>Laura attended an Adobe Illustrator training by RoundPeg.</p> <p>Laura created the notifications that were sent out through the weekly California Sprinkler Adjustment Notification emails.</p> <p>Laura coordinated with O.C. Association of Realtors (OCAR) for the printing and distribution of water conservation door hangers.</p> <p>Heather and Laura prepared the ISDOC election materials including the cover letter with instructions and ballot. They were mailed out to all ISDOC regular members on August 25.</p>
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Special Projects (Continued)	<p>Heather and Laura staffed the ISDOC Executive Committee meeting. Directors Dick and Finnegan also attended.</p> <p>Heather prepared and sent out the invitation for the next ISDOC Quarterly Luncheon scheduled for September 29. The speakers are journalists John Seiler and Teri Sforza.</p> <p>Heather monitored the Little Hoover Commission hearing on Special Districts.</p> <p>Heather staffed the September WACO meeting and provided a legislative update to the group.</p>
Legislative Affairs	<p>Heather participated in the Southern California Water Committee Legislative Taskforce conference calls.</p> <p>Heather participated in MET's Legislative Coordinator conference call.</p> <p>Heather and Karl participated in a conference call with other utilities regarding county flood control proposed changes.</p>
Water Summit	<p>Jonathan and Tiffany met with the OC Water Summit Ad Hoc Committee twice. Both MWDOC's and OCWD's Boards approved the June 16 event location, Disney's Grand Californian.</p>

INFORMATION CALENDAR

**MWDOC GENERAL INFORMATION
ITEMS**

MWDOC BOARD OF DIRECTORS

- Brett R. Barbre
- Larry D. Dick
- Wayne Osborne
- Joan Finnegan
- Sat Tamaribuchi
- Jeffery M. Thomas
- Susan Hinman