

**MEETING OF THE
BOARD OF DIRECTORS OF THE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY**
Jointly with the
ADMINISTRATION & FINANCE COMMITTEE
January 11, 2017, 8:30 a.m.
MWDOC Conference Room 101

Committee:

Director J. Thomas, Chairman
Director J. Finnegan
Director B. Barbre

Staff: R. Hunter, K. Seckel, C. Harris,
K. Davanaugh, H. Chumpitazi

Ex Officio Member: W. Osborne

MWDOC Committee meetings are noticed and held as joint meetings of the Committee and the entire Board of Directors and all members of the Board of Directors may attend and participate in the discussion. Each Committee has designated Committee members, and other members of the Board are designated alternate committee members. If less than a quorum of the full Board is in attendance, the Board meeting will be adjourned for lack of a quorum and the meeting will proceed as a meeting of the Committee with those Committee members and alternate members in attendance acting as the Committee.

PUBLIC COMMENTS - Public comments on agenda items and items under the jurisdiction of the Committee should be made at this time.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED - Determine there is a need to take immediate action on item(s) and that the need for action came to the attention of the District subsequent to the posting of the Agenda. (Requires a unanimous vote of the Committee)

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>.

PROPOSED BOARD CONSENT CALENDAR ITEMS

1. TREASURER'S REPORT
 - a. Revenue/Cash Receipt Report – December 2016
 - b. Disbursement Approval Report for the month of January 2017
 - c. Disbursement Ratification Report for the month of December 2016
 - d. GM Approved Disbursement Report for the month of December 2016
 - e. Water Use Efficiency Projects Cash Flow – December 31, 2016
 - f. Consolidated Summary of Cash and Investment – November 2016
 - g. OPEB Trust Fund monthly statement

2. FINANCIAL REPORT - Combined Financial Statements and Budget Comparative for the Period ending November 30, 2016

INFORMATION ITEMS – (THE FOLLOWING ITEMS ARE FOR INFORMATIONAL PURPOSES ONLY – BACKGROUND INFORMATION IS INCLUDED IN THE PACKET. DISCUSSION IS NOT NECESSARY UNLESS REQUESTED BY A DIRECTOR.)

3. FY 2017-18 BUDGET SCHEDULE
4. UPDATE REGARDING RECORDS MANAGEMENT PROGRAM
5. DEPARTMENT ACTIVITIES REPORTS
 - a. Administration
 - b. Finance and Information Technology
6. MONTHLY WATER USAGE DATA, TIER 2 PROJECTION, AND WATER SUPPLY INFORMATION

OTHER ITEMS

7. REVIEW ISSUES REGARDING DISTRICT ORGANIZATION, PERSONNEL MATTERS, EMPLOYEE BENEFITS FINANCE AND INSURANCE

ADJOURNMENT

NOTE: At the discretion of the Committee, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated, and may be subject to action by the Committee. On those items designated for Board action, the Committee reviews the items and makes a recommendation for final action to the full Board of Directors; final action will be taken by the Board of Directors. Agendas for Committee and Board meetings may be obtained from the District Secretary. Members of the public are advised that the Board consideration process includes consideration of each agenda item by one or more Committees indicated on the Board Action Sheet. Attendance at Committee meetings and the Board meeting considering an item consequently is advised.

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 telephoning 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.

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

WATER REVENUES

Date	From	Description	Amount
12/01/16	City of Garden Grove	October 2016 Water deliveries	270,610.79
12/02/16	City of Brea	October 2016 Water deliveries	108,411.01
12/05/16	City of La Palma	October 2016 Water deliveries	86,918.93
12/05/16	City of Seal Beach	October 2016 Water deliveries	35,433.74
12/05/16	City of Fountain Valley	October 2016 Water deliveries	16,526.07
12/08/16	City of La Habra	October 2016 Water deliveries	10,075.67
12/08/16	Trabuco Canyon Water District	October 2016 Water deliveries	17,891.48
12/09/16	El Toro Water District	October 2016 Water deliveries	587,478.78
12/09/16	City of Huntington Beach	October 2016 Water deliveries	801,228.91
12/12/16	City of Buena Park	October 2016 Water deliveries	289,613.23
12/12/16	South Coast Water District	October 2016 Water deliveries	476,410.83
12/12/16	Santa Margarita Water District	October 2016 Water deliveries	2,122,468.65
12/12/16	City of Newport Beach	October 2016 Water deliveries	73,797.02
12/12/16	City of San Juan Capistrano	October 2016 Water deliveries	627,865.43
12/14/16	East Orange County Water District	October 2016 Water deliveries	336,581.57
12/14/16	City of Orange	October 2016 Water deliveries	188,059.11
12/14/16	City of Westminster	October 2016 Water deliveries	368,154.22
12/15/16	Laguna Beach County Water District	October 2016 Water deliveries	153,382.58
12/15/16	Orange County Water District	October 2016 Water deliveries	3,026,232.23
12/15/16	Mesa Water	October 2016 Water deliveries	329.73
12/15/16	Irvine Ranch Water District	October 2016 Water deliveries	1,107,737.77
12/15/16	Santiago Aqueduct Commission	October 2016 Water deliveries	272,586.60
12/15/16	Moulton Niguel Water District	October 2016 Water deliveries	2,048,556.04
12/15/16	Yorba Linda Water District	October 2016 Water deliveries	550,051.92
12/15/16	Golden State Water Company	October 2016 Water deliveries	308,201.10
12/22/16	Serrano Water District	November 2016 Water deliveries	126,242.82
12/23/16	City of Huntington Beach	November 2016 Water deliveries	879,791.71
12/27/16	City of Buena Park	November 2016 Water deliveries	239,687.23
12/27/16	City of Seal Beach	November 2016 Water deliveries	9,246.14
12/27/16	City of Fountain Valley	November 2016 Water deliveries	16,526.07
12/27/16	City of La Habra	November 2016 Water deliveries	9,604.67
12/27/16	City of La Palma	November 2016 Water deliveries	82,303.13
12/29/16	City of Newport Beach	November 2016 Water deliveries	207,090.02
TOTAL REVENUES			\$ 15,455,095.20

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

MISCELLANEOUS REVENUES

Date	From	Description	Amount
12/15/16	Stan Sprague	Dec 2016-Jan 2017 Retiree Health insurance	422.82
12/29/16	Lee Jacobi	Jan-Dec 2017 Retiree Health insurance	517.56
12/29/16	Judy Pfister	Jan-Mar 2017 Retiree Health insurance	119.43
12/01/16	Trung Pham	Movie tickets	170.00
12/08/16	Maribeth Goldsby	Movie tickets	17.00
12/12/16	2 Checks	Movie tickets	93.50
12/15/16	4 Checks	Movie tickets	408.00
12/21/16	Janice Kovacevic	Movie tickets	34.00
12/22/16	Lee Yoo	Movie tickets	170.00
12/01/16	Robert Berg	OCEMO Holiday luncheon	32.00
12/05/16	OCEMO Holiday Luncheon	OCEMO Holiday luncheon	32.00
12/15/16	Orange County Water District	5/20/16 OC Water Summit cost share	3,748.08
12/05/16	US Bank	CAL Card rebate check	552.94
12/12/16	City of Dana Point	Refund for Coastal permit fee for Doheny Ocean Desal project	1,633.00
12/29/16	ACWA	Partial refund for Director Yoo Schneider 2016 ACWA Fall conference registration	55.00
12/29/16	Sarah Sherman	Payment for supplemental insurance	17.82
12/08/16	Santa Margarita Water District	September 2016 Smartimer rebate program	3,960.84
12/01/16	City of Garden Grove	September 2016 Turf Removal rebate program	555.00
12/12/16	City of Orange	October 2016 Turf Removal rebate program	111.00
12/20/16	City of Buena Park	October 2016 Turf Removal rebate program	111.00
12/21/16	Irvine Ranch Water District	October 2016 Turf Removal rebate program	18,913.98
12/27/16	City of Garden Grove	October 2016 Turf Removal rebate program	222.00
12/29/16	City of Newport Beach	October 2016 Turf Removal rebate program	111.00
12/20/16	Trabuco Canyon Water District	October 2016 So Cal Watersmart Residential rebate program	100.00
12/20/16	Moulton Niguel Water District	October 2016 So Cal Watersmart Residential rebate program	4,400.00
12/21/16	Irvine Ranch Water District	October 2016 So Cal Watersmart Residential rebate program	7,697.00
12/27/16	Santa Margarita Water District	October 2016 So Cal Watersmart Residential rebate program	255.00
12/05/16	Department of Water Resources	Jan-Mar 2016 Comprehensive Landscape WUE	2,157.44
12/05/16	Department of Water Resources	Apr-Jun 2016 Comprehensive Landscape WUE	1,620.31
12/12/16	Irvine Ranch Water District	Jul-Sep 2016 Landscape Performance Certification program	5,400.00
12/30/16	Bureau of Reclamation	Apr-Sep 2016 Industrial Process Water Use phase 2	95,010.00
12/21/16	City of Newport Beach	Reimbursement of rebates paid in excess of eligibility	7,405.00
12/27/16	Yorba Linda Water District	Reimbursement of rebates paid in excess of eligibility	596.00
12/12/16	Moulton Niguel Water District	FY 16-17 Choice Programs Billing Invoice	176,444.39
12/20/16	City of Buena Park	FY 16-17 Choice Programs Billing Invoice	14,709.02

TOTAL MISCELLANEOUS REVENUES \$ **347,802.13**

TOTAL REVENUES \$ **15,802,897.33**


 Robert J. Hunter, General Manager


 Hilary Chumpitazi, Treasurer

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of January 2017**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
Core Expenditures:		
	Richard Ackerman	
1124	December 2016 Consulting for legal & regulatory matters	1,900.00
	*** Total ***	1,900.00
	ALTA FoodCraft	
516120853	12/7/16 Coffee & tea supplies	285.31
	*** Total ***	285.31
	ARC Document Solutions, LLC	
8974904	December 2016 Services for online invitation-to-bid on proposal for Doheny Ocean Desal decommission project	40.00
	*** Total ***	40.00
	California State Land Commission	
A6446	Additional fee for application processing for Doheny Ocean Desal project	1,759.19
	*** Total ***	1,759.19
	CDM Smith	
90006030	10/1/16-11/26/16 Engineering services for O.C. Water Reliability Investigation	10,817.50
	*** Total ***	10,817.50
	Consolidated Office Systems	
28763	Local delivery and set up for WEROC office furniture	899.00
28764	3 Utility Carts for WEROC emergency radio batteries	320.76
	*** Total ***	1,219.76
	Hunter T. Cook	
NOV16-JAN17	November 2016-January 2017 Coastal retiree health insurance	1,505.52
	*** Total ***	1,505.52
	CSU Fullerton ASC	
AR165999	FY 16/17 2nd Quarter Center for Demographic Research support	9,992.88
	*** Total ***	9,992.88
	CV Strategies	
3826	November 2016 Recruiting assistance for Director of Public Affairs position	2,087.50
	*** Total ***	2,087.50
	Deluxe	
2038745264	5,000 Envelopes for Turf Removal program 1099s	469.34
	*** Total ***	469.34
	Fry's Electronics	
21726862	12/9/16 Computer supplies	97.19
	*** Total ***	97.19

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of January 2017**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<i>Gladwell Governmental Services, Inc.</i>	
3581	12/16/16 Records management services	1,200.00
	*** Total ***	1,200.00
	<i>International Public Management Assoc</i>	
24392-W9Y2F5	3/1/17-2/28/18 Annual membership renewal	109.00
	*** Total ***	109.00
	<i>James C. Barker, P.C.</i>	
105-1216	December 2016 Federal legislative advocacy services	8,000.00
	*** Total ***	8,000.00
	<i>Karen's Detail Custom Frames</i>	
2865	Custom framing of resolution for D. Chin	120.96
2870	Custom framing of resolution for R. Collett	120.96
	*** Total ***	241.92
	<i>Lewis Consulting Group, LLC</i>	
2016-166	December 2016 Consulting services	3,125.00
	*** Total ***	3,125.00
	<i>Maydwell Mascots Inc.</i>	
2735	Ricki Raindrop costume travel bag	200.00
	*** Total ***	200.00
	<i>Edward G. Means III</i>	
MWDOC-1044	December 2016 Support for MET issues & guidance to Engineering staff	2,636.88
	*** Total ***	2,636.88
	<i>National Water Research Institute</i>	
2017	2017 Children's Water Education Festival sponsorship	2,500.00
	*** Total ***	2,500.00
	<i>Norco Delivery Services</i>	
707559	12/1/16 Delivery charges for Board packets	169.36
	*** Total ***	169.36
	<i>Office Solutions</i>	
I-01078978	Name badge for Director Yoo Schneider	6.48
I-01079292	12/19/16 Office supplies	204.37
I-01081039	Office furniture for Engineering office	3,157.11
	*** Total ***	3,367.96
	<i>Orange County Fast Print, Inc.</i>	
53898	Business cards for Director Tamaribuchi	59.00
	*** Total ***	59.00

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Disbursement Approval Report
For the month of January 2017**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	Orange County Water District	
16902	November 2016 50% share of WACO expense	230.47
16910	November 2016 Postage, shared office & maintenance expense	6,731.05
16911	Final shared costs for HVAC remodel and upgrade	40,498.00
	*** Total ***	47,459.52
	Patricia Kennedy Inc.	
21123	December 2016 Plant maintenance	214.00
	*** Total ***	214.00
	Petty Cash	
123116	October-December 2016 Petty Cash reimbursement	83.11
	*** Total ***	83.11
	Staffing Network LLC	
95689838	12/12/16-12/18/16 Temporary help for Administration	974.61
95690350	12/19/16-12/25/16 Temporary help for Administration	702.78
	*** Total ***	1,677.39
	Staples Advantage	
8042391738	12/24/16 Office supplies	65.43
	*** Total ***	65.43
	Talent Assessment and Development, LLC	
2287	December 2016 Interview assessments for new hire applicants	2,200.00
	*** Total ***	2,200.00
	Trendway Corporation	
2949428-BL	WEROC office furniture	6,373.30
	*** Total ***	6,373.30
	Union Bank, N.A.	
1013453	September-November 2016 Custodial Bank fees	625.00
	*** Total ***	625.00
	U. S. Healthworks	
3040176-CA	12/14/16 Pre-employment exam	160.00
	*** Total ***	160.00
	USAFact, Inc.	
6122309	12/13/16 Pre-employment background check	16.44
6123103	12/22/16 Pre-employment background check	103.19
	*** Total ***	119.63

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of January 2017**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	Water Systems Optimization, Inc.	
1090AA	October 2016 Water Loss Control program additional expenses	693.95
	*** Total ***	693.95
	Pauline D. Wennerstrom	
JAN-MAR2017	January-March 2017 Retiree medical premium	318.00
	*** Total ***	318.00
	Total Core Expenditures	<hr/> 111,772.64
Choice Expenditures:		
	Orange County Water District	
16910	November 2016 Postage for Water Use Efficiency rebate programs	21.02
	*** Total ***	21.02
	Spotlight Video	
JV-1134	Down payment for 3 animated videos for Public Affairs Choice program	11,675.00
	*** Total ***	11,675.00
	Total Choice Expenditures	<hr/> 11,696.02
Other Funds Expenditures:		
	Quality Fuel Trailer & Tank, Inc.	
524506	Diesel fuel trailer for Yorba Linda Water District	17,727.60
524507	Diesel fuel trailer for El Toro Water District	18,267.60
524508	Diesel fuel trailer for Irvine Ranch Water District	18,267.60
	*** Total ***	54,262.80
	Total Other Funds Expenditures	<hr/> 54,262.80
	Total Expenditures	<hr/> <hr/> 177,731.46

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

<i>Check #</i>	<i>Date</i>	<i>Vendor # Invoice/CM #</i>	<i>Name / Description</i>	<i>Net Amount</i>
Core Disbursements:				
136258	12/8/16	TIMEWA 5210-DEC16	Time Warner Cable December 2016 Telephone and internet expense ***Total ***	1,276.71 1,276.71
136259	12/8/16	VERIZO 9775884248	Verizon Wireless November 2016 4G Mobile broadband unlimited service ***Total ***	114.03 114.03
136302	12/15/16	RICOHMA 5045850497	Ricoh USA, Inc. September-November 2016 Reproduction costs ***Total ***	774.62 774.62
136303	12/15/16	IRONMO NFC1982	Iron Mountain December 2016 Archived document storage and withdrawal fees ***Total ***	517.82 517.82
136307	12/15/16	TAMARI 113016	Satoru Tamaribuchi November 2016 Business expense ***Total ***	181.94 181.94
136308	12/15/16	TIMEWA 3564-DEC16	Time Warner Cable December 2016 Telephone expense for 3 analog fax lines ***Total ***	107.13 107.13
136311	12/15/16	VOLZKE 112916	Jonathan Volzke October-November 2016 Business expense ***Total ***	91.54 91.54
ACH002279	12/15/16	ACKEEX 113016	Linda Ackerman November 2016 Business expense ***Total ***	30.24 30.24
ACH002284	12/15/16	BACATI 120516	Tiffany Baca October-November 2016 Business expense ***Total ***	382.12 382.12
ACH002285	12/15/16	BAEZHE 113016	Heather Baez November 2016 Business expense ***Total ***	257.37 257.37
ACH002286	12/15/16	BARBRE 113016	Brett Barbre November 2016 Business expense ***Total ***	36.94 36.94

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

Check #	Date	Vendor # Invoice/CM #	Name / Description	Net Amount
ACH002287	12/15/16	BERGJO	Joseph Berg	
		113016	November 2016 Business expense	510.31
			***Total ***	510.31
ACH002290	12/15/16	BUSSLI	Charles Busslinger	
		113016	November 2016 Business expense	178.51
			***Total ***	178.51
ACH002293	12/15/16	CHUMPI	Hilary Chumpitazi	
		113016	November 2016 Business expense	116.57
			***Total ***	116.57
ACH002297	12/15/16	DICKEK	Larry Dick	
		113016	November 2016 Business expense	132.30
			***Total ***	132.30
ACH002299	12/15/16	DOUGLA	Ryan Douglass	
		113016	November 2016 Business expense	58.32
			***Total ***	58.32
ACH002300	12/15/16	FINNEG	Joan Finnegan	
		113016	November 2016 Business expense	109.64
			***Total ***	109.64
ACH002302	12/15/16	HINMAN	Susan Hinman	
		113016	November 2016 Business expense	325.87
			***Total ***	325.87
ACH002303	12/15/16	HUNTER	Robert J. Hunter	
		101616	October 2016 Business expense	17.27
			***Total ***	17.27
ACH002304	12/15/16	LIEUWJ	Jessica Lieu	
		120116	November-December 2016 Business expense	33.92
			***Total ***	33.92
ACH002306	12/15/16	LOEWEN	Laura Loewen	
		113016	November 2016 Business expense	94.17
			***Total ***	94.17
ACH002307	12/15/16	MCKEEK	Larry B. McKenney	
		113016	November 2016 Business expense	445.74
			***Total ***	445.74
		ROBERT	Bryce Roberto	
ACH002320	12/15/16	103116	October 2016 Business expense	11.34
ACH002321	12/15/16	113016	November 2016 Business expense	55.40
			***Total ***	11.34

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

<i>Check #</i>	<i>Date</i>	<i>Vendor # Invoice/CM #</i>	<i>Name / Description</i>	<i>Net Amount</i>
ACH002322	12/15/16	SECKEL	Karl Seckel	
		120116	November-December 2016 Business expense	853.70
			***Total ***	853.70
ACH002323	12/15/16	THOMAS	Jeffery Thomas	
		113016	November 2016 Business expense	547.40
			***Total ***	547.40
136328	12/30/16	RAESAR	Sarah Rae	
		120116	December 2016 Business expense	58.10
			***Total ***	58.10
136331	12/30/16	USBANK	U.S. Bank	
		4140/5443-NOV16	10/24/16-11/22/16 Cal Card charges	11,296.37
			***Total ***	11,296.37
			(See attached sheet for details)	
ACH002328	12/30/16	DELATO	Harvey De La Torre	
		121616	November-December 2016 Business expense	262.32
			***Total ***	262.32
Total Core Disbursements				18,850.01

Choice Disbursements:


ACH002287	12/15/16	BERGIO	Joseph Berg	
		113016	November 2016 Business expense	19.82
			***Total ***	19.82
136329	12/30/16	SDGE	San Diego Gas and Electric	
		7768-DEC16	11/17/16-12/19/16 Electric service for Doheny Ocean Desal project	120.59
			***Total ***	120.59
136331	12/30/16	USBANK	U.S. Bank	
		4140-DEC16	10/24/16-11/22/16 Cal Card charges	1,633.00
			***Total ***	1,633.00
			(See attached sheet for details)	
Total Choice Disbursements				1,773.41

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

<i>Check #</i>	<i>Date</i>	<i>Vendor # Invoice/CM #</i>	<i>Name / Description</i>	<i>Net Amount</i>
Other Funds Disbursements:				
136257	12/8/16	ATTEOC	AT&T	
		4492-NOV16	November 2016 WEROC S. EOC telephone expense	253.62
		8200-NOV16	November 2016 WEROC N. EOC telephone expense	188.62
		0532-NOV16	November 2016 WEROC N. EOC dedicated phone line	64.73
			***Total ***	506.97
136259	12/8/16	VERIZO	Verizon Wireless	
		9775884248	November 2016 4G Mobile broadband unlimited service	38.01
			***Total ***	38.01
		TURFRP	Turf Removal Program	
136260	12/15/16	TR7-R-MNT-3156-3093	F. Yoo	783.34
136261	12/15/16	TR9-R-MNT-7727-7685	B. Wakefield	1,418.00
136262	12/15/16	TR7-SWD-11149-10162	T. Kishi	5,078.00
136263	12/15/16	TR9-R-MNT-7791-7748	R. Carter	1,306.00
136264	12/15/16	TR9-R-MNT-7961-7926	S. Olson	2,238.00
136265	12/15/16	TR7-C-SM-172-4276	Belflora Maintenance Corporation (Rancho Santa Margarita)	2,182.00
136266	12/15/16	TR7-R-BREA-3159-4491	C. Moulin	920.00
136268	12/15/16	TR7-R-HB-4489-4412	L. Rosen	2,659.03
136269	12/15/16	TR7-R-SC-737-688	A. Soltani	1,444.00
136270	12/15/16	TR9-R-MNT-7750-7708	A. Mazzarini	848.00
136271	12/15/16	TR9-R-MNT-7475-7438	V. West	1,020.00
136272	12/15/16	TR7-R-O-4827-4746	P. Del Rosario	3,952.00
136273	12/15/16	TR8-R-MNT-4985-4914	K. Somogyi	1,956.00
136275	12/15/16	TR9-R-MNT-7444-7403	M. Zand	330.00
136276	12/15/16	TR9-R-MNT-7364-7318	T. Yapp	1,362.00
136277	12/15/16	TR9-R-MNT-7430-7380	K. Smith	1,000.00
136278	12/15/16	TR9-R-MNT-7391-7346	M. Khazeni	1,640.00
136279	12/15/16	TR9-R-MNT-7453-7413	D. Abell	908.00
136280	12/15/16	TR9-R-MNT-7624-7586	C. Wanamaker	2,042.00
136281	12/15/16	TR9-R-MNT-7573-7534	A. Maurillo	908.00
136282	12/15/16	TR9-R-MNT-7522-7483	S. Olesiak	1,212.00
136283	12/15/16	TR9-R-MNT-7708-7666	R. Caron	2,082.00
136284	12/15/16	TR9-R-MNT-7674-7653	K. Brillhart	1,184.00
136285	12/15/16	TR9-R-MNT-7700-7659	D. Montone	1,555.00
136286	12/15/16	TR9-R-MNT-4569-7683	S. Galloway	2,784.00
136287	12/15/16	TR9-R-MNT-7764-7717	K. Logan	1,050.00
136288	12/15/16	TR9-R-MNT-7911-7875	P. Delke	840.00
136289	12/15/16	TR9-R-MNT-7925-7890	J. Lee	834.00
136290	12/15/16	TR9-R-MNT-8080-8046	J. Hobbs	1,096.00
136291	12/15/16	TR9-R-MNT-7988-7951	A. Halverson	1,796.00
136292	12/15/16	TR9-R-MNT-7998-7965	C. Lee	516.00
136293	12/15/16	TR7-MNT-10654-27002B	K. Myette	2,604.00
			***Total ***	51,547.37

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

<i>Check #</i>	<i>Date</i>	<i>Vendor # Invoice/CM #</i>	<i>Name / Description</i>	<i>Net Amount</i>
136295	12/15/16	ATTUVEOC 8599-DEC16	AT&T December 2016 U-verse internet service for WEROC N. EOC ***Total ***	55.00 55.00
ACH002287	12/15/16	BERGJO 113016	Joseph Berg November 2016 Business expense ***Total ***	4.50 4.50
136316	12/22/16	TURFRP TR7-R-IRWD-4537-4458B	Turf Removal Program M. Hoppen ***Total ***	6,000.00 6,000.00
WIRE-161229	12/29/16	METWAT 8848	Metropolitan Water District October 2016 Water deliveries ***Total ***	14,481,622.66 14,481,622.66
136319	12/30/16	ATTEOC 4492-DEC16 8200-DEC16 0532-DEC16	AT&T December 2016 WEROC S. EOC telephone expense December 2016 WEROC N. EOC telephone expense December 2016 WEROC N. EOC dedicated phone line ***Total ***	253.02 188.07 64.50 505.59
136320	12/30/16	CATALI 0013577	Catalina Island Conservancy December 2016 WEROC radio repeater site lease ***Total ***	1,636.47 1,636.47
136331	12/30/16	USBANK 4140-DEC16	U.S. Bank 10/24/16-11/22/16 Cal Card charges ***Total *** (See attached sheet for details)	75.00 75.00
ACH002337	12/30/16	SANTAM OCT2016	Santa Margarita Water District October 2016 SCP Operation surcharge ***Total ***	26,427.33 26,427.33
Total Other Funds Disbursements				<u>14,568,418.90</u>
Total Disbursements				<u><u>14,589,042.32</u></u>


Robert J. Hunter, General Manager


Hilary Chumpitazi, Treasurer

Cal Card Statement Detail
Statement Date: November 22, 2016
Payment Date: December 30, 2016

Date	Description	Amount
<u>K. Seckel Card</u>		
10/24/16	UPS delivery charges for Board packets on Oct. 14, 2016	\$ 7.29
10/24/16	Lunch for MET Directors' meeting	190.03
10/25/16	Your Membership employment ad for Emergency Programs Coordinator position	325.00
10/25/16	Water District Jobs employment ad for Emergency Programs Coordinator position	145.00
10/25/16	California Urban Water Conservation Council meeting in Sacramento, CA on Nov. 2, 2016 - Airfare for J. Berg	462.47
10/25/16	California Urban Water Conservation Council meeting in Sacramento, CA from Nov. 15-16, 2016 - Airfare for J. Berg	326.46
10/27/16	FedEx delivery charges for Best Best & Krieger on Oct. 25, 2016	16.43
10/27/16	American Water Works Association California-Nevada Section conference in San Diego, CA from Oct. 24-26, 2016 - Accommodations refund for J. Berg	(102.41)
10/28/16	Coastal development permit for Doheny Ocean Desal project	1,633.00 ^[1]
10/31/16	UPS delivery charges for Board packets on Oct. 28, 2016	5.93
11/01/16	ACWA Fall conference in Anaheim, CA from Nov. 29-Dec. 2, 2016 - Registration for Director Thomas	695.00
11/01/16	California Society of Municipal Finance Officers annual membership dues for H. Chumpitazi	110.00
11/02/16	Christmas tree for MWDOC office	133.95
11/03/16	Lunch for Records Management meeting	138.50
11/04/16	Water Advisory Committee of Orange County meeting on Nov. 4, 2016 - Accommodations for guest speaker J. Kingsbury	175.38 ^[2]
11/04/16	Food for Staff development meeting	21.98
11/04/16	American Water Works Association California-Nevada Section Water Use Efficiency Grade workshop in Rancho Cucamonga, CA from Nov. 30-Dec. 1, 2016 - Registration for R. Douglass	375.00
11/07/16	American Water Works Association California-Nevada Section Water Use Efficiency Grade workshop in Rancho Cucamonga, CA from Nov. 30-Dec. 1, 2016 - Registration for R. Waite	375.00
11/07/16	American Water Works Association California-Nevada Section Water Use Efficiency Grade workshop in Rancho Cucamonga, CA from Nov. 30-Dec. 1, 2016 - Registration for S. Rae	375.00
11/07/16	UPS delivery charges for Board packets on Oct. 28, 2016	76.40
11/08/16	Office supplies from Costco	278.49
11/09/16	ACWA DC 2017 conference in Washington, DC from Feb. 28-Mar. 2, 2017 - Registration for H. Baez	645.00

Cal Card Statement Detail
Statement Date: November 22, 2016
Payment Date: December 30, 2016

Date	Description	Amount
11/10/16	American Water Works Association California-Nevada Section Water Use Efficiency Grade workshop in Rancho Cucamonga, CA from Nov. 30-Dec. 1, 2016 - Registration for J. Lieu	375.00
11/10/16	Colorado River Water Users Association Annual conference in Las Vegas, NV from Dec. 14-16, 2016 - Registration for Director Thomas	475.00
11/10/16	Lunch for Public Affairs workshop	537.85
11/11/16	Annual digital subscription for The Sacramento Bee	99.99
11/11/16	100 Regal movie tickets for employee purchase	858.00
11/12/16	80 Cinemark movie tickets for employee purchase	690.00
11/14/16	California Society of Municipal Finance Officers meeting in Aliso Viejo, CA on Dec. 15, 2016 - Registration H. Chumpitazi	30.00
11/14/16	UPS delivery charges for Board packets on Nov. 4, 2016	51.59
11/14/16	Colorado River Water Users Association Annual conference in Las Vegas, NV from Dec. 14-16, 2016 - Accommodations for Director Thomas	538.24 ^[3]
11/16/16	Computer supplies	73.59
11/16/16	Legislative activities in Washington, DC from Nov. 16-19, 2016 - Accommodations for Director Barbre	845.37 ^[4]
11/16/16	Lunch for Records Management meeting	96.76
11/17/16	California Emergency Services Association membership renewal for K. Hubbard	75.00
11/17/16	Legislative activities in Washington, DC from Nov. 16-18, 2016 - Airfare for H. Baez	631.61
11/19/16	Annual subscription for Adobe PDF to Word converter	23.88
11/19/16	Legislative activities in Washington, DC from Nov. 16-18, 2016 - Accommodations for H. Baez	520.98
11/20/16	FedEx delivery charges for Best Best & Krieger on Nov. 16, 2016	16.47
Total		12,348.23


- ^[1] City of Dana Point refunded MWDOC on Dec. 12, 2016
- ^[2] OCWD to reimburse MWDOC for \$87.69
- ^[3] Caesars Palace refunded MWDOC \$192.43 on Dec. 16, 2016
- ^[4] Director Barbre reimbursed MWDOC for \$72.49

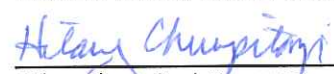
Cal Card Statement Detail
Statement Date: November 22, 2016
Payment Date: December 30, 2016

Date	Description	Amount
<u>R. Hunter Card</u>		
10/24/16-11/22/16	Meals for R. Hunter's meetings	266.14
11/03/16	MWDOC Special Board meeting in Costa Mesa, CA on Jan. 28, 2017 - Meeting room deposit	550.00
11/03/16	Retirement gift for Director Hinman partial refund	(160.00)
	Total	<u>656.14</u>

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

<i>Check #</i>	<i>Date</i>	<i>Vendor # Invoice/CM #</i>	<i>Name / Description</i>	<i>Net Amount</i>
Core Disbursements:				
136324	12/30/16	MISCEL	Jon Burau	
		120916	12/8/16 Environmental Leader's Tour airfare reimbursement	490.68
			***Total ***	490.68
136325	12/30/16	MISCEL	Gerald H. Meral	
		121316	12/8/16 Environmental Leader's Tour airfare reimbursement	296.84
			***Total ***	296.84
136326	12/30/16	MISCEL	Peter Moyle	
		121016	12/8/16 Environmental Leader's Tour airfare reimbursement	472.20
			***Total ***	472.20
136327	12/30/16	MISCEL	Sean Bothwell	
		122816	12/8/16 Environmental Leader's Tour airfare reimbursement	412.96
			***Total ***	412.96
136330	12/30/16	STAFFI	Staffing Network, LLC	
		95688372	11/28/16-12/4/16 Temporary help for Administration	994.50
		95689283	12/5/16-12/11/16 Temporary help for Administration	1,034.28
			***Total ***	2,028.78
			Total Core Disbursements	3,701.46
Choice Disbursements:				
			Total Choice Disbursements	0.00
Other Funds Disbursements:				
			Total Other Funds Disbursements	0.00
			Total Disbursements	3,701.46


 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
WATER USE EFFICIENCY PROJECTS
Cash Flow as of 12/31/16**

	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
Cash - Beginning Balance	\$ (2,257,237.25)	\$ (3,224,747.37)	\$ (2,270,840.96)	\$ (400,006.46)	\$ (100,016.28)	\$ (85,713.95)	\$ 36,127.77	\$ 36,127.77	\$ 36,127.77	\$ 36,127.77	\$ 36,127.77	\$ 36,127.77	
REVENUES:													
BUREC				36,748.36		95,010.00							\$ 131,758.36
City of Brea	339.97		144.99		294.99								779.95
City of Buena Park	332.10		111.00	222.00	111.00	111.00							887.10
City of Fountain Valley													-
City of Fullerton		75.00											75.00
City of Garden Grove			222.00	666.00		777.00							1,665.00
City of Huntington Beach	640.85	49.99	519.99	117.96	557.99								1,886.78
City of La Habra	111.00		111.00										222.00
City of San Clemente		111.00			1,110.00								1,221.00
City of San Juan Capistrano	111.00		111.00	402.70	424.88								1,049.58
City of Santa Ana													-
City of Tustin	11,583.00	25,459.59											37,042.59
City of Newport Beach		450.00	238.99		375.99	7,516.00							8,580.98
City of Orange	2,869.43	333.00		291.00		111.00							3,604.43
City of Westminster													-
County of Orange				25,297.04									25,297.04
Department of Water Resources													44,257.42
East Orange County Water District													-
El Toro Water District	75.00	75.00		2,552.00	366.99								3,143.99
East Orange County Water Company													-
Golden State Water Company	1,980.00		75.00	50.00									2,105.00
Irvine Ranch Water District	93,764.10	542,331.88	132,095.59	309,490.34	45,597.19	32,010.98							1,155,290.08
Laguna Beach County Water District	1,110.00	1,041.00		396.00									2,547.00
Mesa Water District	1,127.37		80.00	209.99	149.99								1,567.35
Metropolitan Water District			1,934,765.85	28,195.82		70,484.98							2,033,446.65
Moulton Niguel Water District	459,396.32	683,295.61	17,279.42	102,026.49	96,834.06	4,400.00							1,363,231.90
MWD/DOC													-
Santa Margarita Water District	6,821.55	3,703.49	10,737.34	8,062.96		4,215.84							33,541.18
Serrano Water District	75.00												75.00
South Coast Water District													-
Trabuco Canyon Water District	475.00	150.00	200.00	100.00	100.00	100.00							1,125.00
Yorba Linda Water District						596.00							596.00
Miscellaneous Revenues													
Miscellaneous		103.68		884.00									987.68
Interest Revenue													-
Total Revenues	580,811.69	1,297,325.91	2,097,100.17	515,712.66	145,923.08	219,110.55	-	-	-	-	-	-	\$ 4,855,984.06
EXPENDITURES:													
Aquaficient	5,400.00					5,400.00							\$ 10,800.00
Autumn Print Group													-
Bryton Printing					2,500.00								2,500.00
Conservation Consulting, LLC				28,894.25									28,894.25
City of Newport Beach													-
El Toro WD					100.00								100.00
Enterprise Information Systems					100.00								100.00
Golden State Water Company													-
Hotel Program													-
Industrial Program													-
Irvine Ranch Water District													-
Karen's Detail Custom Frames													-
Laguna Beach CWD						240.00							240.00
Metropolitan Water District	229,162.49	111,028.73			19,364.33								359,555.55
MESA													-
Mission RCD	18,300.13	14,225.68	38,367.35		8,770.78	24,081.46							103,745.40
Public Spaces program													-
Santa Margarita Water District													-
South Coast Water District													-
Spray to Drip program													-
Survey Gismo						675.00							675.00
Turf Removal	1,287,489.27	214,655.09	175,796.98	179,854.83	110,111.64	57,547.37							2,025,445.18
US Bank													-
URS													-
Waterwise Consulting													-
Miscellaneous Expenses													
Interest Expense	7,579.92			5,087.40									12,667.32
Salary & Benefit	390.00	3,510.00	12,111.34	1,885.00									17,896.34
Total Expenditures	1,548,321.81	343,419.50	228,265.67	215,721.48	141,621.75	87,268.83	-	-	-	-	-	-	\$ 2,562,619.04
Cash - Ending Balance	\$ (3,224,747.37)	\$ (2,270,840.96)	\$ (400,006.46)	\$ (100,016.28)	\$ (95,713.95)	\$ 36,127.77	\$ 36,127.77	\$ 36,127.77	\$ 36,127.77	\$ 36,127.77	\$ 36,127.77	\$ 36,127.77	



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

November 30, 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

Megan Yoo Schneider
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	\$2,924,636	20.91%
Grant & Project Cash Flow	1,500,000	10.73%
Election Expense	475,000	3.40%
Building Repair	350,407	2.51%
Total Designated Reserves	5,250,043	37.55%
General Fund	6,721,987	48.06%
Water Fund	1,658,285	11.85%
Conservation Fund	(95,714)	(0.68%)
Desalination Feasibility Study Fund	222,385	1.59%
WEROC Fund	202,505	1.45%
Trustee Activities	25,297	0.18%
Total	\$13,984,788	100.00%

The funds are invested as follows:

Term of Investment	% of Portfolio	Book Value	Market Value
Cash	0.71%	\$99,502	\$99,502
Short-term investment			
• LAIF	0.84%	\$118,017	\$118,017
• OCIP	76.26%	10,664,483	10,664,483
Long-term investment			
• Corporate Bond	5.38%	752,786	748,932
• Certificates of Deposit	16.81%	2,350,000	2,378,810
Total	100.00%	\$13,984,788	\$14,009,744

The average number of days to maturity/call as of November 30, 2016 equaled 168 and the average yield to maturity is 0.967%. During the month, the District's average daily balance was \$25,316,728.06. 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 November 2016.

The \$24,956 difference between the book value and the market value on November 30, 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 November 30, 2016

11/30/2016	Par Value	Market Value	Book Value	% of Portfolio	Days to Mat/Call	YTM @ Cost
Negotiable Certificate Of Deposit	2,350,000.00	2,378,809.50	2,350,000.00	16.93	591	1.697
Corporate Bond	750,000.00	748,932.50	752,785.67	5.40	1,235	2.238
Local Agency Investment Funds	118,017.11	118,017.11	118,017.11	0.85	1	0.678
Orange County Investment Pool	10,664,482.78	10,664,482.78	10,664,482.78	76.82	1	0.720
Total Investments	13,882,499.89	13,910,241.89	13,885,285.56	100.00	168	0.967
Cash						
Cash	99,502.35	99,502.35	99,502.35		1	0.00
Total Cash and Investments	13,982,002.24	14,009,744.24	13,984,787.91		168	0.967

Total Earnings	Month Ending November	Fiscal Year to Date
Current Year	17,247.08	88,100.91
Average Daily Balance	25,316,728.06	
Effective Rate of Return	0.967%	

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.

[Signature]
1-5-17

Date

Robert J. Hunter, General Manager

[Signature]
01/05/2017

Date

Hilary Chumplitazi, Treasurer

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Portfolio Management
Long-Term Portfolio Details - Investments
November 30, 2016

Issuer	CUSIP/Ticker	Settlement Date	Par Value	Market Value	Book Value	Coupon Rate	YTM @ Cost	Days To Call/Maturity	Maturity Date
Negotiable Certificate Of Deposit									
Ally Bank	02006LFV0	7/23/2014	250,000.00	250,727.50	250,000.00	1.150	1.150	236	7/24/2017
American Express Bank	02587CEA4	7/29/2015	250,000.00	251,755.00	250,000.00	1.450	1.450	425	1/29/2018
Barclays Bank	06740KJP3	9/24/2015	250,000.00	256,060.00	250,000.00	1.900	1.900	1,027	9/23/2019
Capital One Bank	140420TY6	8/5/2015	250,000.00	252,560.00	250,000.00	1.700	1.700	614	8/8/2018
Capital One Natl Assn	14042E6C9	9/2/2015	250,000.00	256,325.00	250,000.00	1.950	1.950	1,007	9/3/2019
Discover Bank	2546712Y5	7/23/2014	250,000.00	252,420.00	250,000.00	1.600	1.600	600	7/23/2018
Goldman Sachs Bank	38143A4T9	1/23/2013	100,000.00	100,087.00	100,000.00	1.050	1.050	54	1/23/2017
Goldman Sachs Bank	36163FJC8	7/25/2014	250,000.00	250,730.00	250,000.00	1.200	1.200	237	7/25/2017
HSBC Bank	40434AK65	1/21/2018	250,000.00	252,175.00	250,000.00	1.550	2.534	417	1/21/2021
Synchrony Bank	87164XBY1	7/25/2014	250,000.00	255,970.00	250,000.00	2.050	2.050	972	7/30/2019
Sub Total			2,350,000.00	2,378,809.50	2,350,000.00	1.593	1.697	591	
Corporate Bond									
JP Morgan Chase	46625HIKA7	11/2/2015	500,000.00	498,450.00	501,463.24	2.250	2.152	1,118	1/23/2020
Wells Fargo	94974BGR5	1/13/2016	250,000.00	250,482.50	251,322.43	2.550	2.409	1,468	12/7/2020
Sub Total			750,000.00	748,932.50	752,785.67	2.350	2.238	1,235	
Total Investments			3,100,000.00	3,127,742.00	3,102,785.67	1.776	1.828	747	

Total Earnings		Month Ending September	Fiscal Year To Date
Current Year		4,430.58	22,698.78

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Portfolio Management
Short-Term Portfolio Details - Cash and Investments
November 30, 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	118,017.11	118,017.11	118,017.11	0.678	0.678	1	N/A
Sub Total			118,017.11	118,017.11	118,017.11	0.678	0.678	1	
Orange County Investment Pool									
County of Orange LGIP	OCIP	6/29/2005	10,664,482.78	10,664,482.78	10,664,482.78	0.720	0.720	1	N/A
Sub Total			10,664,482.78	10,664,482.78	10,664,482.78	0.720	0.720	1	
Total Investments			10,782,499.89	10,782,499.89	10,782,499.89	0.720	0.720		
Cash									
Bank of America Cash	CASH0547	7/1/2011	99,002.35	99,002.35	99,002.35	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			99,502.35	99,502.35	99,502.35	0.000	0.000	1	
Total Cash and Investments			10,882,002.24	10,882,002.24	10,882,002.24	0.720	0.720	1	
Total Earnings									
Current Year			12,816.50		65,402.13				

**Municipal Water District of Orange County
Cash and Investments at November 30, 2016**

ALLOCATION	AMOUNT	%	
MWDOC			
Designated Reserves			
General	\$ 2,924,636	20.91%	
Grant & Project Cash Flow	1,500,000	10.73%	
Election Expense	475,000	3.40%	
Building Repair	350,407	2.51%	
Total Designated Reserves	5,250,043	37.55%	
General	6,721,987	48.06%	
Water	1,658,285	11.85%	
Conservation	(95,714)	-0.68%	
Desalination Feasibility Study	222,385	1.59%	
WEROC	202,505	1.45%	
TOTAL MWDOC	\$ 13,959,491	99.82%	
TRUSTEE ACTIVITIES			
AMP Sales Admin	\$ 25,297	0.18%	
TOTAL TRUSTEE ACTIVITIES	\$ 25,297	0.18%	
TOTAL CASH & INVESTMENTS	\$ 13,984,788	100.00%	



MUNICIPAL WATER DIST OF ORANGE COUNTY
PARS OPEB Trust Program**Monthly Account Report for the Period**
11/1/2016 to 11/30/2016Rob Hunter
General Manager
Municipal Water Dist of Orange County
18700 Ward Street
Fountain Valley, CA 92708**Account Summary**

Source	Beginning Balance as of 11/1/2016	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 11/30/2016
Employer Contribution	\$1,819,107.32	\$0.00	\$9,119.06	\$692.49	\$0.00	\$0.00	\$1,827,533.89
Totals	\$1,819,107.32	\$0.00	\$9,119.06	\$692.49	\$0.00	\$0.00	\$1,827,533.89

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	
0.50%	-0.30%	3.79%	3.74%	7.30%	-	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

PARS DIVERSIFIED PORTFOLIOS MODERATE

Q3 2016

WHY THE PARS DIVERSIFIED MODERATE PORTFOLIO?

Comprehensive Investment Solution

HighMark® Capital Management, Inc.'s (HighMark) diversified investment portfolios are designed to balance return expectations with risk tolerance. Key features include: sophisticated asset allocation and optimization techniques, four layers of diversification (asset class, style, manager, and security), access to rigorously screened, top tier money managers, flexible investment options, and experienced investment management.

Rigorous Manager Due Diligence

Our manager review committee utilizes a rigorous screening process that searches for investment managers and styles that have not only produced above-average returns within acceptable risk parameters, but have the resources and commitment to continue to deliver these results. We have set high standards for our investment managers and funds. This is a highly specialized, time consuming approach dedicated to one goal: competitive and consistent performance.

Flexible Investment Options

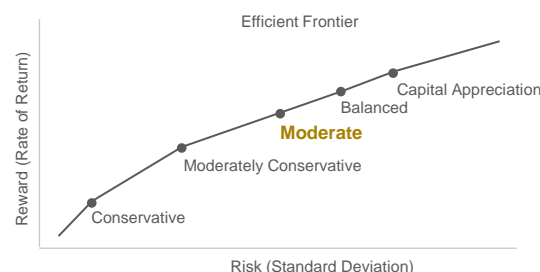
In order to meet the unique needs of our clients, we offer access to flexible implementation strategies: HighMark Plus utilizes actively managed mutual funds while Index Plus utilizes index-based securities, including exchange-traded funds. Both investment options leverage HighMark's active asset allocation approach.

Risk Management

The portfolio is constructed to control risk through four layers of diversification – asset classes (cash, fixed income, equity), investment styles (large cap, small cap, international, value, growth), managers and securities. Disciplined mutual fund selection and monitoring process helps to drive return potential while reducing portfolio risk.

INVESTMENT OBJECTIVE

To provide 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.



ASSET ALLOCATION — MODERATE PORTFOLIO

	Strategic Range	Policy	Tactical
Equity	40 - 60%	50%	49%
Fixed Income	40 - 60%	45%	47%
Cash	0 - 20%	5%	4%

ANNUALIZED TOTAL RETURNS (Gross of Investment Management Fees, but Net of Embedded Fund Fees)

HighMark Plus (Active)

Current Quarter*	3.44%
Blended Benchmark**	2.81%
Year To Date*	6.23%
Blended Benchmark*	6.73%
1 Year	8.60%
Blended Benchmark	9.42%
3 Year	5.17%
Blended Benchmark	5.91%
5 Year	8.51%
Blended Benchmark	8.53%
10 Year	5.18%
Blended Benchmark	5.44%

Index Plus (Passive)

Current Quarter*	2.69%
Blended Benchmark**	2.81%
Year To Date*	6.77%
Blended Benchmark*	6.73%
1 Year	9.02%
Blended Benchmark	9.42%
3 Year	5.45%
Blended Benchmark	5.91%
5 Year	8.35%
Blended Benchmark	8.53%
10 Year	5.35%
Blended Benchmark	5.44%

* Returns less than 1-year are not annualized. **Breakdown for Blended Benchmark: 26.5% S&P500, 5% Russell Mid Cap, 7.5% Russell 2000, 3.25% MSCI EM FREE, 6% MSCI EAFE, 33.50% BC US Agg, 10% ML 1-3 Yr US Corp/Gov't, 1.50% US High Yield Master II, 1.75% Wilshire REIT, and 5% Citi 1 Mth T-Bill. Prior to October 2012, the blended benchmarks were 43% S&P 500; 2% Russell 2000, 5% MSCI EAFE, 15% ML 1-3 Year Corp./Gov't, 30% BC Agg, 5% Citi 1 Mth T-Bill. Prior to April 2007, the blended benchmarks were 50% S&P 500, 15% ML 1-3Yr Corp/Gov, 30% BC Agg, and 5% Citi 1 Mth T-Bill.

ANNUAL RETURNS

HighMark Plus (Active)

2008	-22.88%
2009	21.47%
2010	12.42%
2011	0.55%
2012	12.25%
2013	13.06%
2014	4.84%
2015	0.14%

Index Plus (Passive)

2008	-18.14%
2009	16.05%
2010	11.77%
2011	2.29%
2012	10.91%
2013	12.79%
2014	5.72%
2015	-0.52%

PORTFOLIO FACTS

HighMark Plus (Active)

Inception Data	10/2004
No of Funds in Portfolio	19

Index Plus (Passive)

Inception Data	05/2006
No of Funds in Portfolio	13

A newly funded account enters a composite after three full months of management and is removed from a composite at the end of the last full month that the account is consistent with the criteria of the composite. Terminated accounts are included in the historical results of a composite through the last full month prior to closing. Composite results include only domestic (U.S.) or international (non-U.S.) individual securities, funds, or a combination thereof. Assets under management are based on quality security concentrations are applied quarterly. Employing a construction methodology different from the above could lead to different results.

SAMPLE HOLDINGS

HighMark Plus (Active)

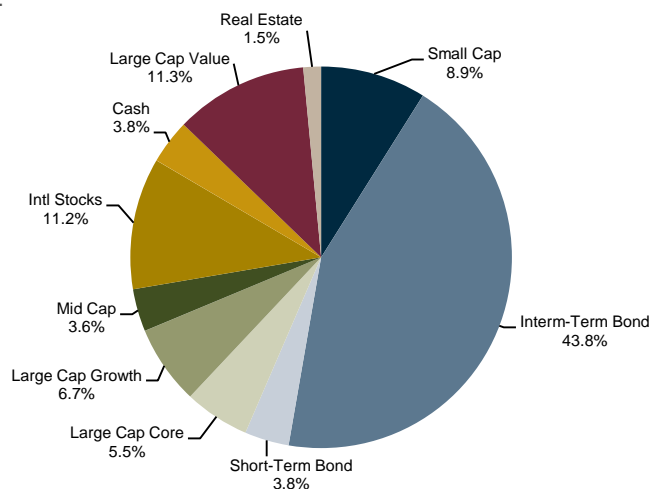
Columbia Contrarian Core Z
T. Rowe Price Growth Stock
T. Rowe Price New Horizons
Nationwide Bailard International Equities
Nationwide HighMark Bond
Vanguard Short-Term Invest-Grade Adm
Loomis Sayles Value Y
PIMCO Total Return
Dodge & Cox International Stock
MFS International Growth I
First American Government Obligations Z
Prudential Total Return
iShares Russell Mid-Cap ETF
iShares Russell Mid-Cap Value
Harbor Capital Appreciation
Schroder Emerging Market Equity
Dodge & Cox Stock
Nuveen Real Estate Securities I
Undiscovered Managers Behavioral Value

Index Plus (Passive)

iShares S&P 500
iShares S&P 500/Value
iShares S&P 500/Growth
iShares Russell 2000 Value
iShares Russell 2000 Growth
iShares MSCI EAFE
iShares Russell Mid-Cap ETF
iShares Russell Mid-Cap Value
iShares Barclays Aggregate Bond
Vanguard Short-Term Invest-Grade Adm
First American Government Obligations Z
Vanguard FTSE Emerging Markets ETF
Vanguard REIT ETF

Holdings are subject to change at the discretion of the investment manager.

STYLE



The performance records shown represent size-weighted composites of tax exempt accounts that meet the following criteria: Composites are managed by HighMark's HighMark Capital Advisors (HCA) with full investment authority according to the PARS Moderate active and passive objectives and do not have equity concentration of 25% or more in one common stock security.

The adviser to the PARS portfolios is US Bank, and HighMark serves as sub-adviser to US Bank to manage these portfolios. US Bank may charge clients as much as 0.60% annual management fee based on a sliding scale. As of September 30, 2016, the blended rate is 0.58%. US Bank pays HighMark 60% of the annual management fee for assets sub-advised by HighMark under its sub-advisory agreement with US Bank. The 36 basis points paid to HighMark, as well as other expenses that may be incurred in the management of the portfolio, will reduce the portfolio returns. Assuming an investment for five years, a 5% annual total return, and an annual sub-advisory fee rate of 0.36% deducted from the assets at market at the end of each year, a 10 million initial value would grow to \$12.54 million after fees (Net-of-Fees) and \$12.76 million before fees (Gross-of-Fees). Additional information regarding the firm's policies and procedures for calculating and reporting performance results is available upon request. In Q1 2010, the PARS Composite definition was changed from \$750,000 minimum to no minimum. Performance results are calculated and presented in U.S. dollars and do not reflect the deduction of investment advisory fees, custody fees, or taxes but do reflect the deduction of trading expenses. Returns are calculated based on trade-date accounting.

Blended benchmarks represent HighMark's strategic allocations between equity, fixed income, and cash and are rebalanced monthly. Benchmark returns do not reflect the deduction of advisory fees or other expenses of investing but assumes the reinvestment of dividends and other earnings. An investor cannot invest directly in an index. The unmanaged S&P 500 Index is representative of the performance of large companies in the U.S. stock market. The MSCI EAFE Index is a free float-adjusted market capitalization index designed to measure developed market equity performance, excluding the U.S. and Canada. The MSCI Emerging Markets Free Index is a free float-adjusted market capitalization index that is designed to measure equity market performance in the global emerging markets. The Russell Midcap Index measures the performance of the mid-cap segment of the U.S. equity universe. The Russell 2000 Index measures the performance of the small-cap segment of the U.S. equity universe. The US High Yield Master II Index tracks the performance of below investment grade U.S. dollar-denominated corporate bonds publicly issued in the U.S. domestic market. Wilshire REIT index measures U.S. publicly traded Real Estate Investment Trusts. The unmanaged Barclays Capital (BC) U.S. Aggregate Bond Index is generally representative of the U.S. taxable bond market as a whole. The Merrill Lynch (ML) 1-3 Year U.S. Corporate & Government Index tracks the bond performance of The ML U.S. Corporate & Government Index, with a remaining term to final maturity less than 3 years. The unmanaged Citigroup 1-Month Treasury Bill Index tracks the yield of the 1-month U.S. Treasury Bill.

HighMark Capital Management, Inc. (HighMark), an SEC-registered investment adviser, is a wholly owned subsidiary of MUFG Union Bank, N.A. (MUB). HighMark manages institutional separate account portfolios for a wide variety of for-profit and nonprofit organizations, public agencies, public and private retirement plans, and personal trusts of all sizes. It may also serve as sub-adviser for mutual funds, common trust funds, and collective investment funds. MUB, a subsidiary of MUFG Americas Holdings Corporation, provides certain services to HighMark and is compensated for these services. Past performance does not guarantee future results. Individual account management and construction will vary depending on each client's investment needs and objectives. **Investments employing HighMark strategies are NOT insured by the FDIC or by any other Federal Government Agency, are NOT Bank deposits, are NOT guaranteed by the Bank or any Bank affiliate, and MAY lose value, including possible loss of principal.**

HIGHMARK CAPITAL MANAGEMENT

350 California Street
Suite 1600
San Francisco, CA 94104
800-582-4734

www.highmarkcapital.com

ABOUT THE ADVISER

HighMark® Capital Management, Inc. (HighMark) has over 90 years (including predecessor organizations) of institutional money management experience with more than \$15.4 billion in assets under management. HighMark has a long term disciplined approach to money management and currently manages assets for a wide array of clients.

ABOUT THE PORTFOLIO MANAGEMENT TEAM

Andrew Brown, CFA®

Senior Portfolio Manager
Investment Experience: since 1994
HighMark Tenure: since 1997
Education: MBA, University of Southern California; BA, University of Southern California

Andrew Bates, CFA®

Portfolio Manager
Investment Experience: since 2008
HighMark Tenure: since 2015
Education: BS, University of Colorado

Salvatore "Tory" Milazzo III, CFA®

Senior Portfolio Manager
Investment Experience: since 2004
HighMark Tenure: since 2014
Education: BA, Colgate University

J. Keith Stribling, CFA®

Senior Portfolio Manager
Investment Experience: since 1985
HighMark Tenure: since 1995
Education: BA, Stetson University

Christiane Tsuda

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2010
Education: BA, International Christian University, Tokyo

Anne Wimmer, CFA®

Senior Portfolio Manager
Investment Experience: since 1987
HighMark Tenure: since 2007
Education: BA, University of California, Santa Barbara

Asset Allocation Committee

Number of Members: 16
Average Years of Experience: 25
Average Tenure (Years): 12

Manager Review Group

Number of Members: 8
Average Years of Experience: 18
Average Tenure (Years): 6

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
COMBINED FINANCIAL STATEMENTS
AND
BUDGET COMPARATIVE
JULY 1, 2016 THRU NOVEMBER 30, 2016

**Municipal Water District of Orange County
Combined Balance Sheet
As of November 30, 2016**

<u>ASSETS</u>	Amount
Cash in Bank	96,131.35
Investments	13,885,285.56
Accounts Receivable	28,845,031.89
Accounts Receivable - Other	33,837.73
Accrued Interest Receivable	32,966.20
Prepays/Deposits	565,507.87
Leasehold Improvements	3,415,059.92
Furniture, Fixtures & Equipment	447,719.37
Less: Accum Depreciation	(2,656,695.76)
Net OPEB Asset	117,085.00
	<hr/>
TOTAL ASSETS	\$44,781,929.13
	<hr/>
<u>LIABILITIES AND FUND BALANCES</u>	
Liabilities	
Accounts Payable	27,903,741.66
Accounts Payable - Other	622.71
Accrued Salaries and Benefits Payable	374,414.53
Other Liabilities	840,190.52
Unearned Revenue	2,076,778.49
Total Liabilities	<hr/> 31,195,747.91 <hr/>
Fund Balances	
Restricted Fund Balances	
Water Fund - T2C	965,758.58
Total Restricted Fund Balances	<hr/> 965,758.58 <hr/>
Unrestricted Fund Balances	
Designated Reserves	
General Operations	3,041,720.74
Grant & Project Cash Flow	1,500,000.00
Election Expense	475,000.00
Building Repair	350,407.45
Total Designated Reserves	<hr/> 5,367,128.19 <hr/>
GENERAL FUND	2,244,103.41
WEROC	101,241.62
Total Unrestricted Fund Balances	<hr/> 7,712,473.22 <hr/>
Excess Revenue over Expenditures	
Operating Fund	5,144,819.50
Other Funds	(236,870.08)
Total Fund Balance	<hr/> 13,586,181.22 <hr/>
TOTAL LIABILITIES AND FUND BALANCES	\$44,781,929.13
	<hr/>

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

	Month to Date	Year to Date	Annual Budget	% Used	Encumbrance	Budget Remaining
<u>REVENUES</u>						
Retail Connection Charge	0.00	6,786,864.75	6,786,865.00	100.00%	0.00	0.25
Ground Water Customer Charge	0.00	392,666.00	392,666.00	100.00%	0.00	0.00
Water rate revenues	0.00	7,179,530.75	7,179,531.00	100.00%	0.00	0.25
Interest Revenue	16,465.40	89,918.14	123,000.00	73.10%	0.00	33,081.86
Subtotal	16,465.40	7,269,448.89	7,302,531.00	99.55%	0.00	33,082.11
Choice Programs	0.00	1,217,338.08	1,494,789.00	81.44%	0.00	277,450.92
Choice Prior Year Carry Over	0.00	0.00	44,416.00	0.00%	0.00	44,416.00
Miscellaneous Income	0.00	625.82	3,000.00	20.86%	0.00	2,374.18
School Contracts	0.00	0.00	70,000.00	0.00%	0.00	70,000.00
Transfer-In From Reserve	0.00	0.00	535,873.00	0.00%	0.00	535,873.00
Subtotal	0.00	1,217,963.90	2,148,078.00	56.70%	0.00	930,114.10
TOTAL REVENUES	16,465.40	8,487,412.79	9,450,609.00	89.81%	0.00	963,196.21

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

	Month to Date	Year to Date	Annual Budget	% Used	Encumbrance	Budget Remaining
<u>EXPENSES</u>						
Salaries & Wages	263,157.66	1,267,004.66	3,444,620.00	36.78%	0.00	2,177,615.34
Salaries & Wages - Grant Recovery	0.00	(7,299.50)	(31,600.00)	23.10%	0.00	(24,300.50)
Salaries & Wages - Recovery	0.00	(7,261.80)	0.00	0.00%	0.00	7,261.80
Directors' Compensation	16,970.94	87,817.88	231,937.00	37.86%	0.00	144,119.12
MWD Representation	10,775.20	51,182.20	132,535.00	38.62%	0.00	81,352.80
Employee Benefits	69,443.44	352,229.06	968,160.00	36.38%	0.00	615,930.94
OPEB Annual Contribution	0.00	400,000.00	105,249.00	380.05%	0.00	(294,751.00)
Employee Benefits - Grant Recovery	0.00	(1,951.84)	0.00	0.00%	0.00	1,951.84
Employee Benefits - Recovery	0.00	(1,383.20)	0.00	0.00%	0.00	1,383.20
Director's Benefits	5,305.78	26,228.37	66,297.00	39.56%	0.00	40,068.63
Health Ins \$'s for Retirees	3,100.30	14,330.88	50,326.00	28.48%	0.00	35,995.12
Training Expense	1,500.00	3,054.00	12,000.00	25.45%	575.00	8,371.00
Tuition Reimbursement	0.00	0.00	5,000.00	0.00%	0.00	5,000.00
Temporary Help Expense	3,049.80	4,044.30	0.00	0.00%	7,955.70	(12,000.00)
Personnel Expenses	373,303.12	2,187,995.01	4,984,524.00	43.90%	8,530.70	2,787,998.29
Engineering Expense	11,954.38	64,382.00	405,000.00	15.90%	96,517.56	244,100.44
Legal Expense	17,233.48	81,992.11	320,000.00	25.62%	238,007.89	0.00
Audit Expense	0.00	16,900.00	24,000.00	70.42%	1,537.00	5,563.00
Professional Services	90,381.03	299,745.87	1,496,997.00	20.02%	574,010.38	623,240.75
Professional Fees	119,568.89	463,019.98	2,245,997.00	20.62%	910,072.83	872,904.19
Conference-Staff	1,085.00	7,644.10	22,125.00	34.55%	0.00	14,480.90
Conference-Directors	1,550.00	3,490.00	10,725.00	32.54%	0.00	7,235.00
Travel & Accom.-Staff	2,424.74	12,966.85	71,130.00	18.23%	0.00	58,163.15
Travel & Accom.-Directors	2,356.41	7,010.11	38,250.00	18.33%	0.00	31,239.89
Travel & Conference	7,416.15	31,111.06	142,230.00	21.87%	0.00	111,118.94
Membership/Sponsorship	7,158.00	105,773.78	134,458.00	78.67%	0.00	28,684.22
CDR Support	9,992.88	19,985.76	39,972.00	50.00%	19,985.74	0.50
Dues & Memberships	17,150.88	125,759.54	174,430.00	72.10%	19,985.74	28,684.72
Business Expense	324.98	2,012.65	6,000.00	33.54%	0.00	3,987.35
Maintenance Office	6,007.02	36,944.11	123,185.00	29.99%	83,730.89	2,510.00
Building Repair & Maintenance	939.47	4,134.03	11,000.00	37.58%	3,865.97	3,000.00
Storage Rental & Equipment Lease	375.63	27,153.64	7,000.00	387.91%	4,046.36	(24,200.00)
Office Supplies	1,819.05	11,095.69	38,280.00	28.99%	2,296.75	24,887.56
Postage/Mail Delivery	510.58	3,309.25	11,400.00	29.03%	3,548.42	4,542.33
Subscriptions & Books	99.99	305.46	2,000.00	15.27%	0.00	1,694.54
Reproduction Expense	774.62	2,645.36	36,225.00	7.30%	7,485.17	26,094.47
Maintenance-Computers	116.74	2,416.11	10,000.00	24.16%	1,638.29	5,945.60
Software Purchase	2,273.65	21,463.93	31,300.00	68.57%	0.00	9,836.07
Software Support	1,300.78	27,153.98	46,000.00	59.03%	0.00	18,846.02
Computers and Equipment	0.00	14,161.84	32,500.00	43.57%	3,519.00	14,819.16
Automotive Expense	1,451.97	6,843.65	13,828.00	49.49%	0.00	6,984.35
Toll Road Charges	64.55	300.80	1,100.00	27.35%	0.00	799.20
Insurance Expense	8,786.21	45,418.53	90,000.00	50.47%	0.00	44,581.47
Utilities - Telephone	1,578.28	8,136.25	19,200.00	42.38%	0.00	11,063.75
Bank Fees	1,003.12	5,241.36	10,500.00	49.92%	0.00	5,258.64
Miscellaneous Expense	6,149.74	27,962.72	114,020.00	24.52%	2.40	86,054.88
MWDOC's Contrb. To WEROC	12,532.50	62,662.50	150,390.00	41.67%	0.00	87,727.50
Depreciation Expense	425.35	2,855.61	0.00	0.00%	0.00	(2,855.61)
Other Expenses	46,534.23	312,217.47	753,928.00	41.41%	110,133.25	331,577.28
Election Expense	0.00	0.00	592,000.00	0.00%	0.00	592,000.00
MWDOC's Building Expense	3,786.22	199,691.18	495,000.00	40.34%	11,371.58	283,937.24
Capital Acquisition	0.00	22,799.05	62,500.00	36.48%	0.00	39,700.95
TOTAL EXPENSES	567,759.49	3,342,593.29	9,450,609.00	35.37%	1,060,094.10	5,047,921.61
NET INCOME (LOSS)	(551,294.09)	5,144,819.50	0.00			

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

	Month to Date	Year to Date	Annual Budget	% Used	Budget Remaining
<u>WATER REVENUES</u>					
Water Sales	11,421,456.30	75,492,021.70	121,881,702.00	61.94%	46,389,680.30
Readiness to Serve Charge	1,055,607.64	5,278,038.20	12,674,093.00	41.64%	7,396,054.80
Capacity Charge CCF	402,482.50	2,012,412.50	4,829,790.00	41.67%	2,817,377.50
SCP Surcharge	23,802.99	146,528.13	365,000.00	40.14%	218,471.87
Interest	764.72	3,346.95	4,800.00	69.73%	1,453.05
TOTAL WATER REVENUES	12,904,114.15	82,932,347.48	139,755,385.00	59.34%	56,823,037.52
<u>WATER PURCHASES</u>					
Water Sales	11,421,456.30	75,492,021.70	121,881,702.00	61.94%	46,389,680.30
Readiness to Serve Charge	1,055,607.64	5,278,038.20	12,674,093.00	41.64%	7,396,054.80
Capacity Charge CCF	402,482.50	2,012,412.50	4,829,790.00	41.67%	2,817,377.50
SCP Surcharge	23,802.99	146,528.13	365,000.00	40.14%	218,471.87
TOTAL WATER PURCHASES	12,903,349.43	82,929,000.53	139,750,585.00	59.34%	56,821,584.47
EXCESS OF REVENUE OVER EXPENDITURES	764.72	3,346.95	4,800.00		

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

	Year to Date Actual	Annual Budget	% Used
Landscape Performance Certification			
Revenues	5,509.36	118,900.00	4.63%
Expenses	5,400.00	118,900.00	4.54%
Excess of Revenues over Expenditures	109.36	0.00	
Industrial Water Use Reduction			
Revenues	(0.02)	91,236.00	0.00%
Expenses	95,010.00	91,236.00	104.14%
Excess of Revenues over Expenditures	(95,010.02)	0.00	
Spray To Drip Conversion			
Revenues	675.00	468,552.34	0.14%
Expenses	681.52	468,552.34	0.15%
Excess of Revenues over Expenditures	(6.52)	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	240.00	150,000.00	0.16%
Expenses	240.00	150,000.00	0.16%
Excess of Revenues over Expenditures	0.00	0.00	
ULFT Rebate Program			
Revenues	27,990.20	205,000.00	13.65%
Expenses	27,990.20	205,000.00	13.65%
Excess of Revenues over Expenditures	0.00	0.00	
HECW Rebate Program			
Revenues	130,364.22	432,000.00	30.18%
Expenses	130,391.52	432,000.00	30.18%
Excess of Revenues over Expenditures	(27.30)	0.00	
CII Rebate Program			
Revenues	225,690.00	325,000.00	69.44%
Expenses	263,290.00	325,000.00	81.01%
Excess of Revenues over Expenditures	(37,600.00)	0.00	
Large Landscape Survey			
Revenues	418.06	30,000.00	1.39%
Expenses	130.00	30,000.00	0.43%
Excess of Revenues over Expenditures	288.06	0.00	

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

	Year to Date Actual	Annual Budget	% Used
Indoor-Outdoor Survey			
Revenues	0.00	3,500.00	0.00%
Expenses	14.06	3,500.00	0.40%
Excess of Revenues over Expenditures	(14.06)	0.00	
Turf Removal Program			
Revenues	662,454.40	1,750,000.00	37.85%
Expenses	788,316.54	1,750,000.00	45.05%
Excess of Revenues over Expenditures	(125,862.14)	0.00	
Comprehensive Landscape (CLWUE)			
Revenues	114,972.82	399,751.00	28.76%
Expenses	100,906.20	399,751.00	25.24%
Excess of Revenues over Expenditures	14,066.62	0.00	
CII, Large Landscape, Performance (OWOW)			
Revenues	3,052.05	121,210.00	2.52%
Expenses	29,375.99	121,210.00	24.24%
Excess of Revenues over Expenditures	(26,323.94)	0.00	
WUE Projects			
Revenues	1,171,366.09	4,263,738.14	27.47%
Expenses	1,441,746.03	4,263,738.14	33.81%
Excess of Revenues over Expenditures	(270,379.94)	0.00	
WEROC			
Revenues	213,052.50	300,780.00	70.83%
Expenses	119,434.02	293,780.00	40.65%
Excess of Revenues over Expenditures	93,618.48	7,000.00	

MWDOC FY 2017-18 Budget Preparation Schedule

December 2016/January 2017

- Notification to Member Agencies of start of budget process and solicitation of input.

January 2017

- MWDOC staff begins preparation of budget hours and costs on program and line-item basis.
- Review of six month actuals and fiscal year year-end projections.
- Review budget adjustments for current fiscal year.
- Preparation of DRAFT Conceptual Budget (review changes in budget for upcoming fiscal year).

February 2017

- Review budget issues with A&F Committee for feedback.
- Review budget issues with Member Agencies for feedback.
- Publish Official First Draft of Budget in time for inclusion in the April A&F Committee packet (2nd week of March)

March 2017

- Publish Official First Draft of Budget in time for inclusion in the April A&F Committee packet (2nd week of March).
- Formally request comments from all Member Agencies.
- Member Agencies' preliminary indication of participation in CHOICE Services.
- DRAFT information completed on prior year WUE benefits to Member Agencies to serve as basis of charging agencies for the upcoming year for WUE activities.

April 2017

- FINAL information completed on prior year WUE benefits to Member Agencies to serve as basis of charging agencies for the upcoming year for WUE activities.
- Member Agencies' submit Formal Comments about the Budget before April 15.
- Review Final Draft Budget and MWDOC's rates with Member Agencies.
- Conduct meeting with Elected Officials from Member Agencies to discuss budget and other topics before the end of April.
- Member Agencies confirm CHOICE Participation.

May 2017

- Final Draft Budget and Rates presented to A&F Committee.
- Member Agencies' Formal Comments presented to A&F Committee.
- Board approval of FY2017-18 Budget and Rates.
- If needed, the budget and rates can carry-over into June.



INFORMATION ITEM

January 11, 2017

TO: Administration & Finance Committee

Robert J. Hunter, General Manager

Staff contact: Katie Davanaugh and Cathy Harris

SUBJECT: Update Regarding Records Management Program

STAFF RECOMMENDATION:

Staff recommends the Board of Directors receive and file the information:

SUMMARY:

As a follow-up the September report of records management activities completed, staff continues to work with Diane Gladwell of Gladwell Governmental Services, and held a series of meetings with each department to review best practices and legal requirements pertaining to each record series within the records retention schedule that was approved in September 2016. Staff and consultant held an extensive review of current records within the District's Microsoft Explorer file structure, e-mail structure, and review of the files in the library and Laserfiche system. Staff has been developing an action plan to purge or file existing records based on the most efficient and cost effective method.

As requested by the Board, and update of accomplishments for this project as well as tasks to be completed is included below:

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. <ul style="list-style-type: none">Staff reviewed the information and determine that it was no longer needed since this information is already captured in the minutes and Board packets. As a result, the information was purged.	Completed	
Evaluate and revise Records Retention Schedule; obtain Board approval of updated schedule. <ul style="list-style-type: none">Board approved in September 2016	Completed	
Purchase additional scanners <ul style="list-style-type: none">Staff purchased scanners and set up work stations in August 2016	Completed	

Update records destruction procedures and email policies and implement a trustworthy electronic records policy. <ul style="list-style-type: none"> The policies were approved by the Board in September 2016 and since that time, the consultant along with Katie and Pari have been reviewing these policies and procedures with each department. 	Completed	
Update Laserfiche software <ul style="list-style-type: none"> The software was updated and installed, and training was held with all staff members on how to use the system. 	Completed	
Develop plans for the expansion of the Laserfiche system. <ul style="list-style-type: none"> Staff is evaluating modules available within the Laserfiche system that will continue to help with improving workflow and efficiencies. 	In progress	4/2017
Acquire a secure server for District computer back-ups. <ul style="list-style-type: none"> IT is currently transitioning the back-up system to a cloud-based system. 	In progress	4/2017
Coordinate the selection and training of temporary staff to sweep records in the library, vault, office and off-site storage (Iron Mountain). One staff has started training and the 2 nd "strike team" member will commence in early February. This task will be labor intensive and is anticipated to last about 6 months. The purpose of this task is to scan the remaining items in the library and clean up the repository of files that are waiting to be indexed within the Laserfiche system. <ul style="list-style-type: none"> Staff received pricing information from staffing agencies to assist in this effort. We will be utilizing 2 different staffing agencies resulting in 2 staff initially working 20 hours per week to assist in reviewing all paper in the office starting with the library, vault and various offices 	In progress	6/2017
Establish District-wide electronic records filing and naming convention standards and implement improved electronic filing system structure. Two meetings are scheduled in February 2017 to meet with staff to review progress. <ul style="list-style-type: none"> Meetings have already been held with each department to evaluate their current work file structures and a standardized naming convention for all files is moving forward. 	In progress	5/2017
Provide District-wide employee training on policies and procedures. <ul style="list-style-type: none"> Meetings with each department have included training on e-mail policies, records retention schedule and how it is to be used by employees, file naming conventions, maintaining electronic files on employee drive and shared drive and what is to be transferred to the Laserfiche system 	In progress/on-going	5/2017
Develop and implement new employee training/annual training procedures.	In progress	5/2017
Develop and implement a records management audit program	TBD	
Review and update the administrative code pertaining to Records Management (if required)		TBD

All activities are on schedule to be completed within the original timeframe proposed.

**Administration Activities Report
December 9, 2016 to January 5, 2017**

Activity	Summary
Administration/Board	<ul style="list-style-type: none"> • Maribeth has been scheduling meetings for Rob Hunter and other various meetings of the Board members. • Maribeth has been assisting Rob/Karl with various write ups and follow-up for the Committees and Board. • Maribeth continues to send the Water Supply Reports to the member agencies. • Maribeth worked with Legal Counsel on the Contracts Manual. • Maribeth worked with new Director Yoo Schneider on various issues and orientation. • Maribeth is currently orchestrating the elected officials forum and is responsible for the logistics for the event. • Maribeth is assisting with the kick-off of the new website. • Per the Admin Code, Maribeth sent out the letters to MWDOC's vendors asking whether any gifts were made to any MWDOC employee/director. • Maribeth helped orchestrate the Ethics Training held at MWDOC. • Pat has been scheduling meetings for Rob, Karl, Keith and Harvey, MET Directors' luncheon meeting, OC MET Managers, and ordering lunches for several meetings. • Pat proofed and formatted letters for Rob, Karl, Heather and Keith. • Pat registered staff and board members for conferences and events; scheduled travel for ACWA DC Conf., DC legislative initiatives, ACWA Federal Affairs and Legislative Committees; CUWCC; and other misc. travel and/or workshops, which includes preparation of purchase requisitions and back-up. • Pat proofed resolutions for Public Affairs. • Pat assisted Karl in preparing for the Environmental Leaders' event in December. Ordered breakfast and lunch, reserved the venue, made copies, scheduled travel and lodging for one of the presenters, gathered easels, paper, markers, projectors, etc.

Records Management	<ul style="list-style-type: none"> • A complete report is included as an informational item previously listed in this packet. • Pari participated in department meetings to review electronic file structure. • Pari spent a day with the consultant to review structure and files in Laserfiche and discuss the strike team/scanning project. Two additional meetings are scheduled for early February. • Pari continues to work on cleaning out and reorganizing the library and vault. Many boxes/duplicate reports/files have been purged and others are being reviewed to determine final disposition. • Leah and Danielle continue to scan/review the board packets on the shelf in the hallway. Project is near completion.
Recruitment /Departures	<ul style="list-style-type: none"> • Recruitment for the WUE Coordinator/Specialist continues. • The Director of Public Affairs will start on January 16. • It is anticipated that the WEROC Coordinator will start on January 30.
Projects and Activities	<ul style="list-style-type: none"> • Cathy and Leah are working on completing the refreshing of two offices. • Cathy and Leah are working on obtaining bids for drywall, paint and carpeting for hallway area that was damaged by a water leak. It is anticipated the repair work will begin the week of January 9th.

**INFORMATION ITEM**

January 11, 2017

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

FROM: Robert J. Hunter, General Manager

Staff Contact: Jeff Stalvey

SUBJECT: Finance and IT Pending Items Report

SUMMARY

The following list details the status of special projects that are in-progress or to be completed during FY 2016-17.

Description	% of Completion	Estimated Completion date	Status
<u>Finance</u>			
Further Implementation of WUE Landscape Programs Databases and Web Site.	On-going	On-going	In Progress
Government Compensation in California Report 2016	0%	03-30-17	Not Started
State Controller Report preparation FY15-16	100%	01-30-17	Completed
Preparation of documents for FY17-18 budget process.	5%	5-31-17	In Progress
2016 W-9 collection for water rebates. Currently holding 1 December rebate check, awaiting a completed W-9.	97%	On-going	In Progress
Prepare for 2016 1099's. Collected 53% of 377 missing W-9's.	55%	01-30-17	In Progress
RFP for Financial Consultant to assist with GASB 68 continued implementation, finances and annual financials.	0%	02-29-17	Not Started
RFP for new Auditors. Existing auditors have served us for 5 years.	0%	06-30-17	Not Started

<u>Information Technology</u>			
Network security issues (hackers, viruses and spam emails)	On-going	On-going	Continuous system monitoring
Get quotes and have Fire Suppression system installed in IT Server room	10%	6/30/17	On Hold
Purchase and install enclosed Server Racks.	50%	6/30/17	In Progress

Description	% of Completion	Estimated Completion date	Status
<u>FY 2016-17 Completed Special Tasks</u>			
<u>Finance</u>			
State Tax filing for Water Facilities FY15-16	100%	9/1/16	Completed
FY2015-16 Annual Audit by Vavrinek, Trine, Day & Company	100%	10-19-16	Completed
Annual Financial Statement Report FY2015-16	100%	10-19-16	Completed
<u>Information Technology</u>			
Upgrade Server software for Data Server.	100%	3/31/17	Completed
Upgrade and deploy new Backup software with Cloud backup.	100%	3/31/17	Completed
Upgrade District Firewall.	100%	6/30/17	Completed
Upgrade HR ABRA Server (software)	100%	3/31/17	Completed
Upgrade and Migrate Record Management Server to Storage Area Network (SAN) Box, purchase new scanners.	100%	3/31/17	Completed
Upgrade computers and monitors for Staff.	100%	3/31/17	Completed



INFORMATION ITEM

January 11, 2017

TO: **Administration & Finance Committee**
(Directors Thomas, Osborne, Finnegan)

FROM: Robert Hunter, General Manager Staff Contact: Kevin Hostert

SUBJECT: **Monthly Water Usage Data, Tier 2 Projection, and Water Supply Info.**

STAFF RECOMMENDATION

Staff recommends the Administration & Finance Committee receive and file this information.

COMMITTEE RECOMMENDATION

Committee recommends (To be determined at Committee Meeting)

REPORT

The attached figures show the recent trend of water consumption in Orange County (OC), an estimate of Tier 2 volume for MWDOC, and selected water supply information.

- Fig. 1 OC Water Usage, Monthly by Supply OCWD Groundwater water was the main supply in November.
- Fig. 2 OC Water Usage, Monthly, Comparison to Previous Years Water usage in November 2016 was just below average compared to the last 5 years. Lower usage is primarily due to strong conservation efforts that were a result of the mandatory restrictions set by the Governor for the period of June 2015 to May 2016. In June 2016, all water conservation became voluntary for MWDOC agencies.
- Fig. 3 Historical OC Water Consumption OC water consumption is projected to be 523,000 AF in FY 2016-17 (*this includes ~15 TAF of agricultural usage and non-retail water agency usage*). This is about 23,000 AF more than FY 2015-16 and is about 50,000 AF less than FY 2014-15. Water usage per person is projected to be slightly higher than in FY 2016-17 for Orange County at 147 gallons per day (This includes recycled water). Although OC population has increased 20% over the past two decades, water usage has not increased, on

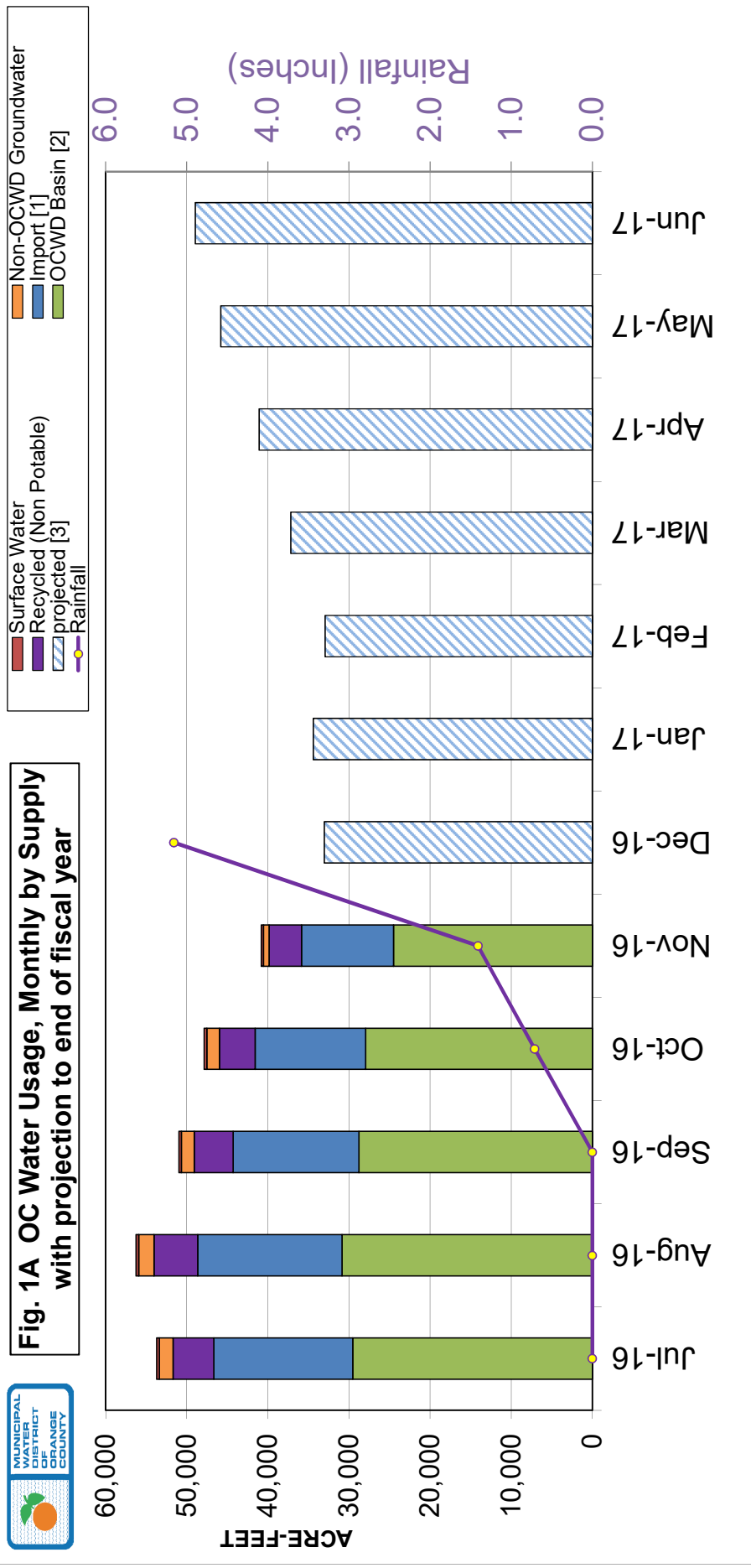
Budgeted (Y/N): N	Budgeted amount: N/A	Core <u>X</u>	Choice <u> </u>
Action item amount: N/A	Line item:		
Fiscal Impact (explain if unbudgeted):			

average. A long-term decrease in per-capita water usage is attributed mostly to Water Use Efficiency (water conservation) efforts.

Fig. 4 MWDOC “Firm” Water Purchases, 2016 “Firm” water above the Tier 1 limit will be charged at the higher Tier 2 rate. Tier 2 purchases are zero in 2016.

Water Supply Information Includes data on: Rainfall in OC; the OCWD Basin overdraft; Northern California and Colorado River Basin hydrologic data; the State Water Project (SWP) Allocation, and regional storage volumes. The data has implications for the magnitude of supplies from the three watersheds that are the principal sources of water for OC. Note that a hydrologic year is Oct. 1st through Sept. 30th.

- Orange County’s accumulated rainfall through December was above average for this period. Orange County has had below average rainfall for the past 5 hydrologic years. La Nina conditions are present and La Nina is slightly favored to persist through out the 2016-17 winter (La Nina is generally associated with cool dry winters in Southern California). It has been reported that the large ridge of High pressure, which has been blocking storms for the past few years, has dissipated and we are seeing wet weather increasing this winter in California.
- Northern California accumulated precipitation through December was around 174% of normal for this period. December 2016 rainfall was above the historical average for that month. The Northern California snowpack is 88% of normal as of January 5th. The State of California has been in a declared Drought Emergency since January 2014. As of early January 81% of California is still suffering from some level of drought. The State Water Project Contractors initial Table A Allocation is at 45% as of the end of December.
- Colorado River Basin accumulated precipitation through December was 109% average for this period. The Upper Colorado Basin snowpack was 123% of normal as of January 4th. This follows five below-average hydrologic years; the Colorado River Basin is in the recovery of a long-term drought. Lake Mead and Lake Powell combined have about 61% of their average storage volume for this time of year. If Lake Mead’s level falls below a “trigger” limit 1,075 ft. at the end of a calendar year, then a shortage will be declared by the US Bureau of Reclamation (USBR), impacting Colorado River water deliveries for the Lower Basin states. As of late November Lake Mead levels were hovering right at the “trigger” limit but fortunately levels have increased due to water releases at Lake Powell. The USBR predicts that the “trigger” level will not be hit by the end of 2017.



[1] Imported water for consumptive use. Includes "In-Lieu" deliveries and CUP water extraction. Excludes "Direct Replenishment" deliveries of spreading water, "Barrier Replenishment" deliveries, and deliveries into Irvine Lake.

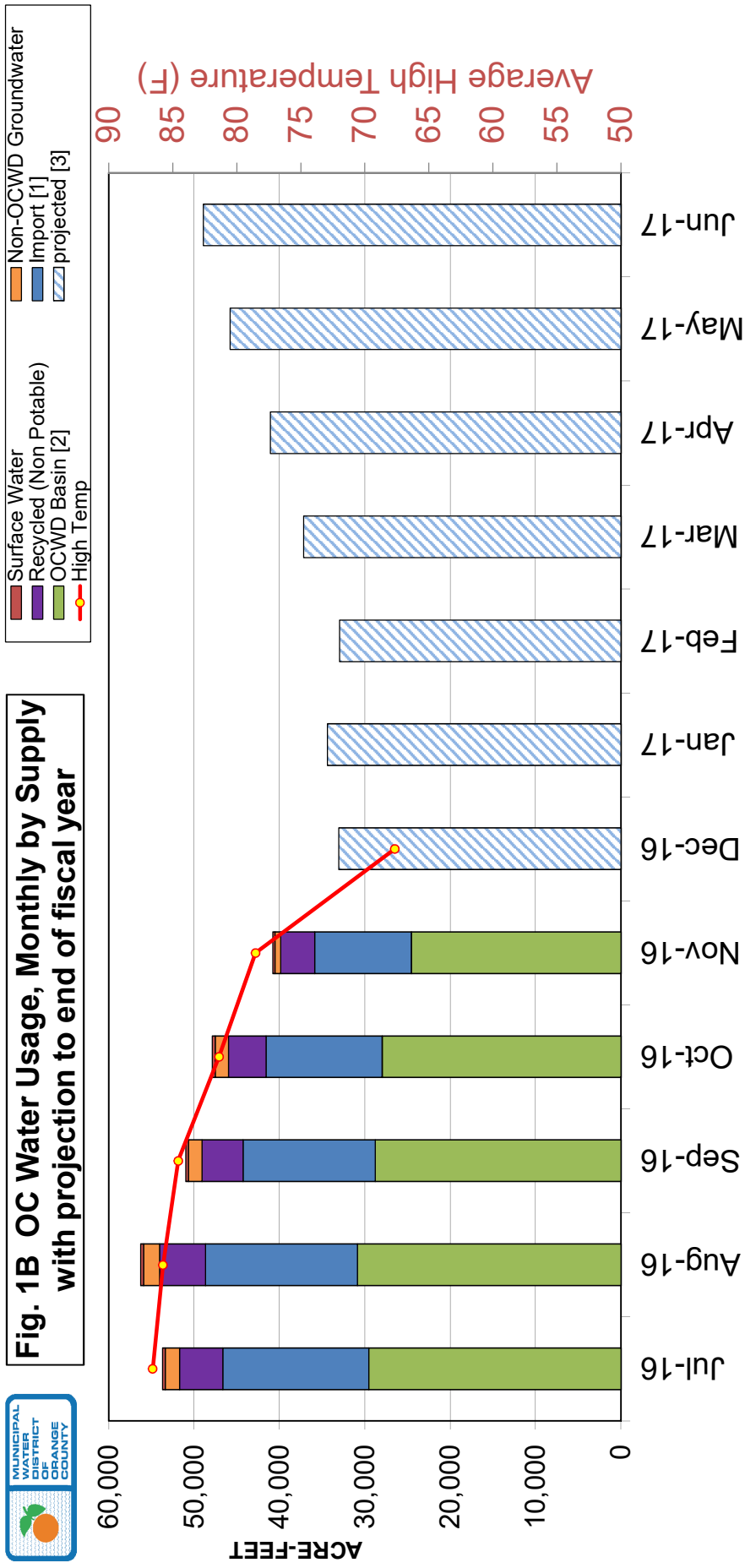
[2] GW for consumptive use only. Excludes In-Lieu water deliveries and CUP water extraction that are counted with Import. BPP in FY '15-16 is 75%.

[3] MWDOC's estimate of monthly demand is based on the projected FY 15-16 "Retail" water demand and historical monthly demand patterns.

[4] Total water usage includes IRWD groundwater agricultural use and usage by non-retail water agencies.



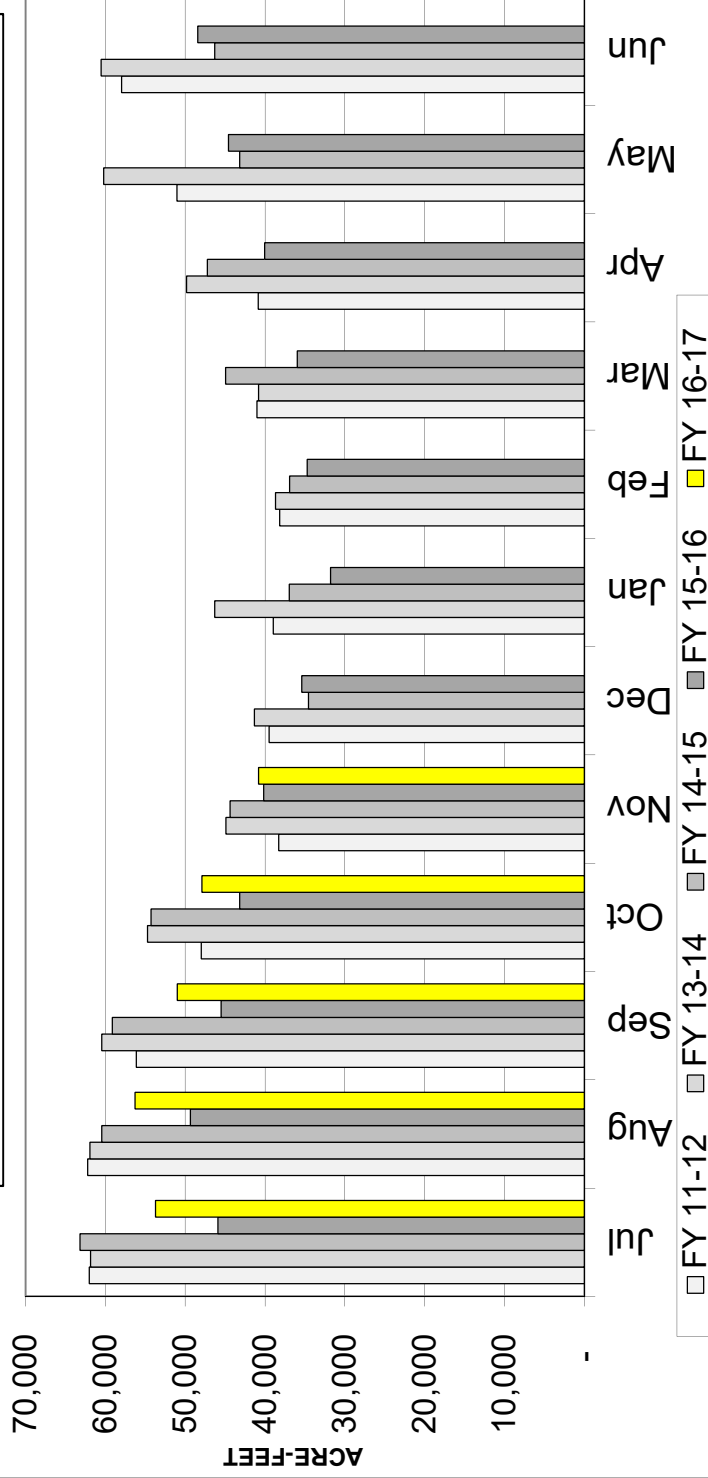
**Fig. 1B OC Water Usage, Monthly by Supply
with projection to end of fiscal year**



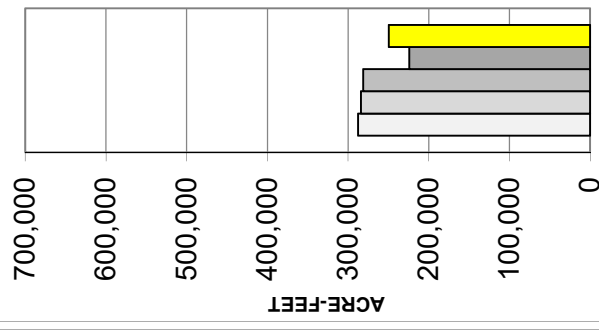
[1] Imported water for consumptive use. Includes "In-Lieu" deliveries and CUP water extraction. Excludes "Direct Replenishment" deliveries of spreading water, "Barrier Replenishment" deliveries, and deliveries into Irvine Lake.
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 [3] MWDOC's estimate of monthly demand is based on the projected FY 15-16 "Retail" water demand and historical monthly demand patterns.
 [4] Total water usage includes IRWD groundwater agricultural use and usage by non-retail water agencies.



Fig. 2A OC Monthly Water Usage [1]: Comparison to Last 4 Fiscal Years



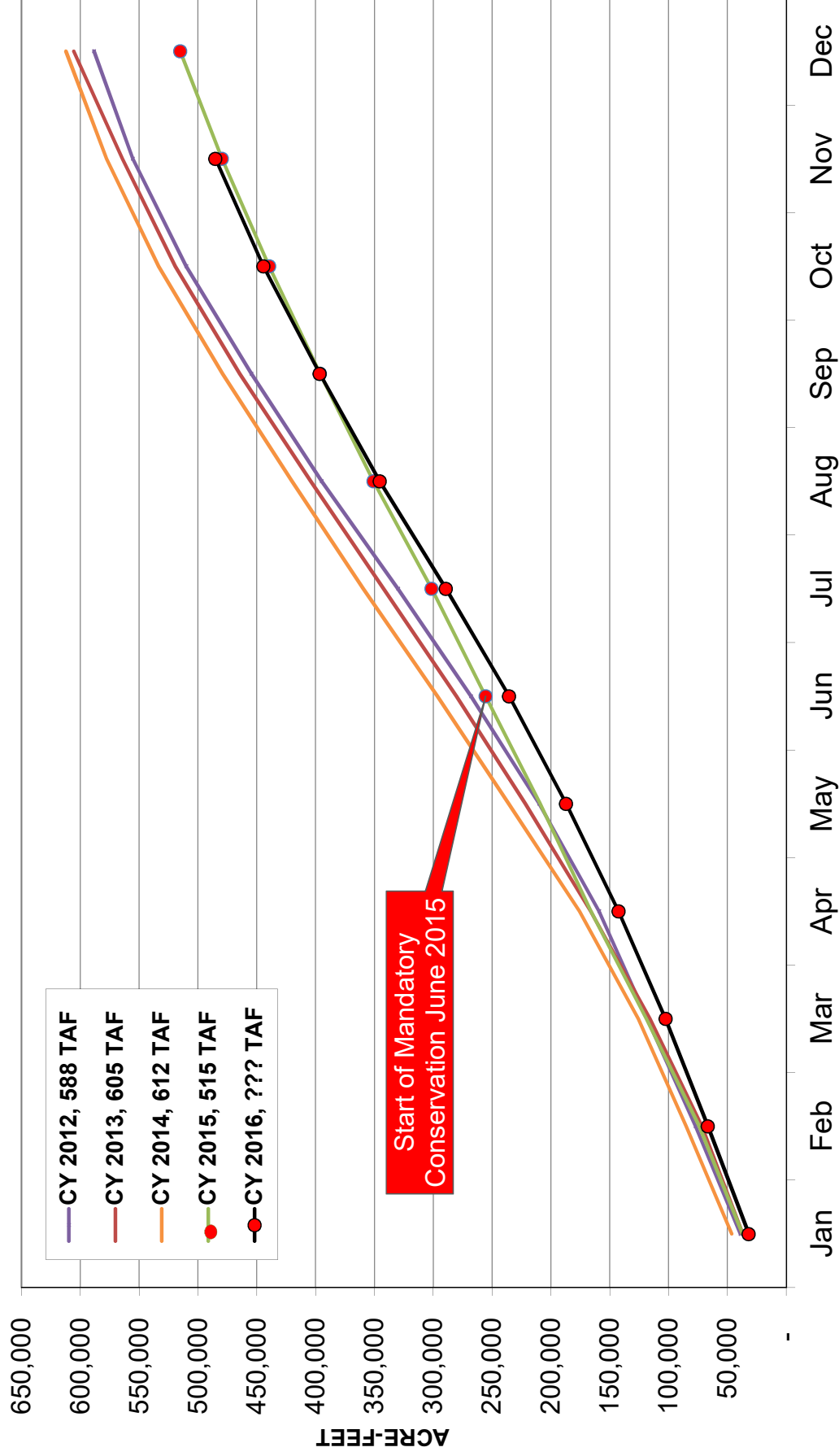
Partial Year Subtotals



[1] Sum of Imported water for consumptive use (includes "In-Lieu" deliveries; excludes "Direct Replenishment" and "Barrier Replenishment") and Local water for consumptive use (includes recycled and non-potable water; excludes GWRS production, groundwater pumped to waste, and waste brine from water treatment projects.) Recent months numbers include some estimation.



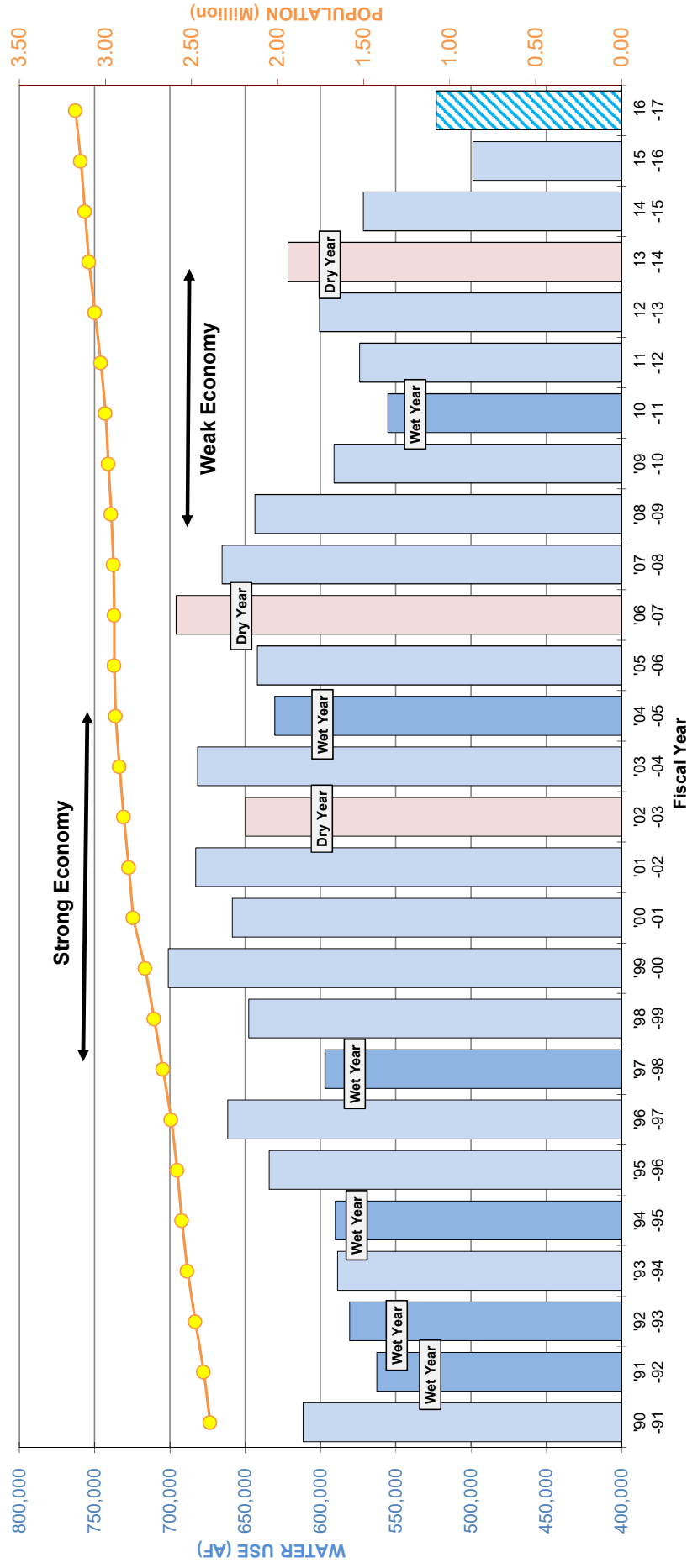
Fig. 2B Orange County Cumulative Monthly Consumptive Water Usage [1]:
present year compared to last 4 calendar years



[1] Sum of Imported water for consumptive use (includes "In-Lieu" deliveries; excludes "Direct Replenishment" and "Barrier Replenishment") and Local water for consumptive use (includes recycled and non-potable water; excludes GWRS production and waste brine from water quality pumping projects).



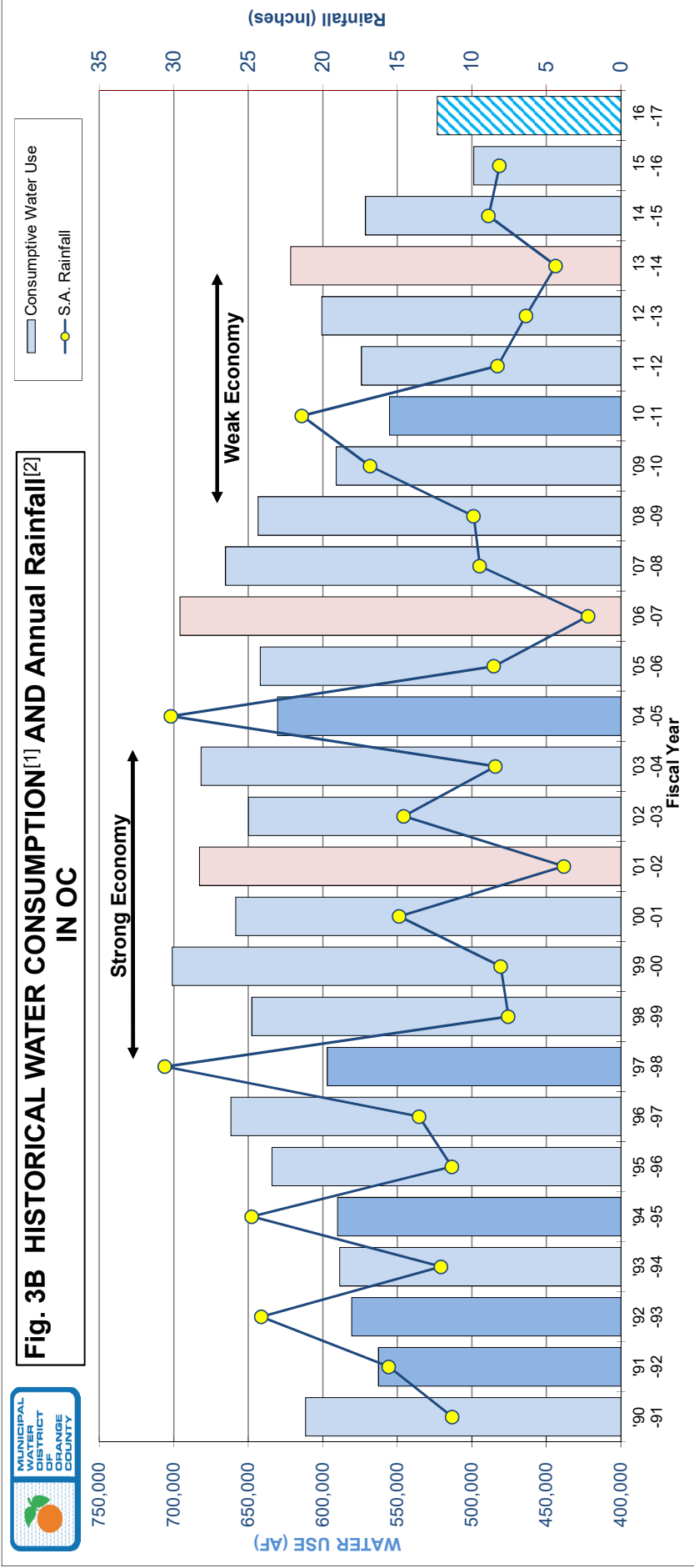
Fig. 3A HISTORICAL WATER CONSUMPTION[1] AND POPULATION[2] IN OC



[1] Consumption includes potable, recycled and non-potable usage; excludes Barrier and Spreading water. The most recent data involve some estimation.

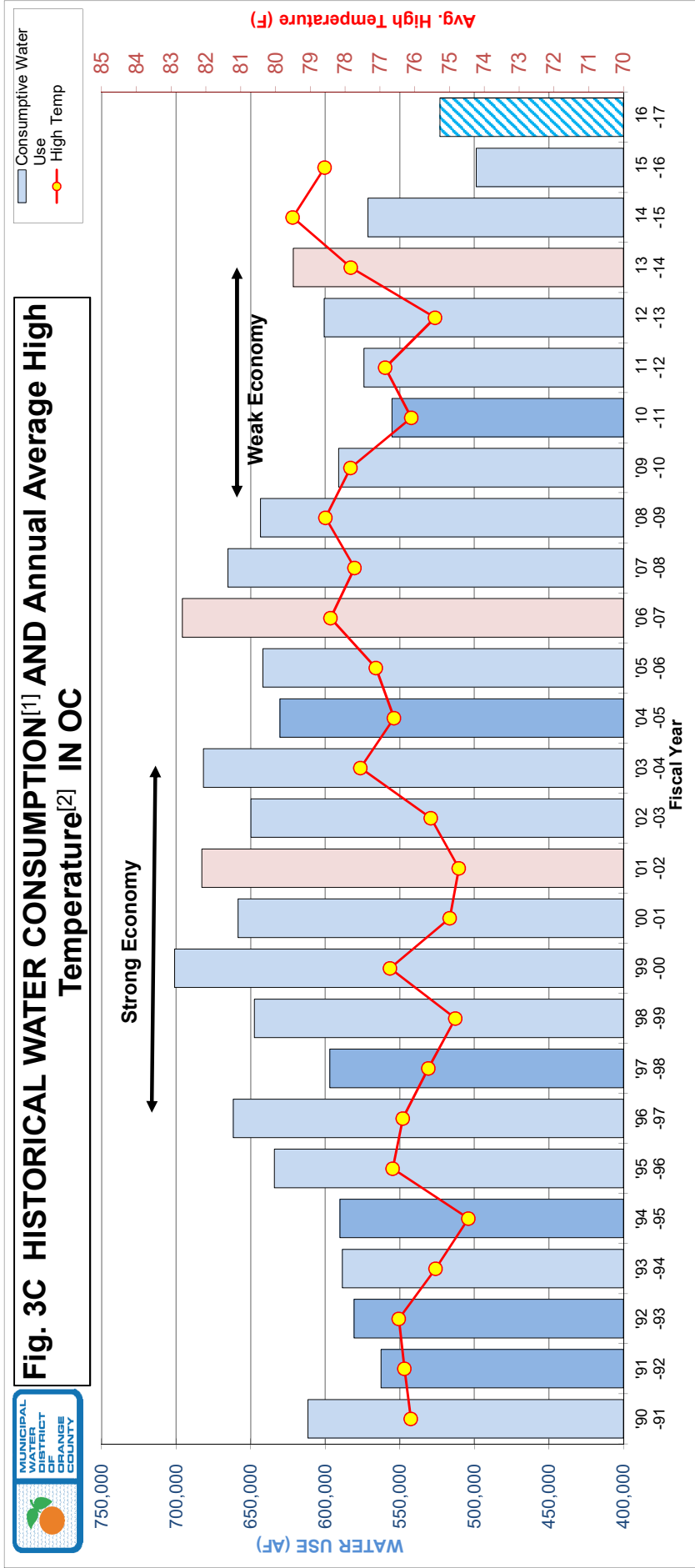
[2] Population estimates in the 2000s decade were revised by the State Dept. of Finance to reflect the 2010 Census counts.

[3] Projection of FY 15-16 water use estimated by MWDOC based on partial-year data.



[1] Consumption includes potable, recycled and non-potable usage; excludes Barrier and Spreading water. The most recent data involve some estimation.

[2] Rainfall data from Santa Ana Station #121

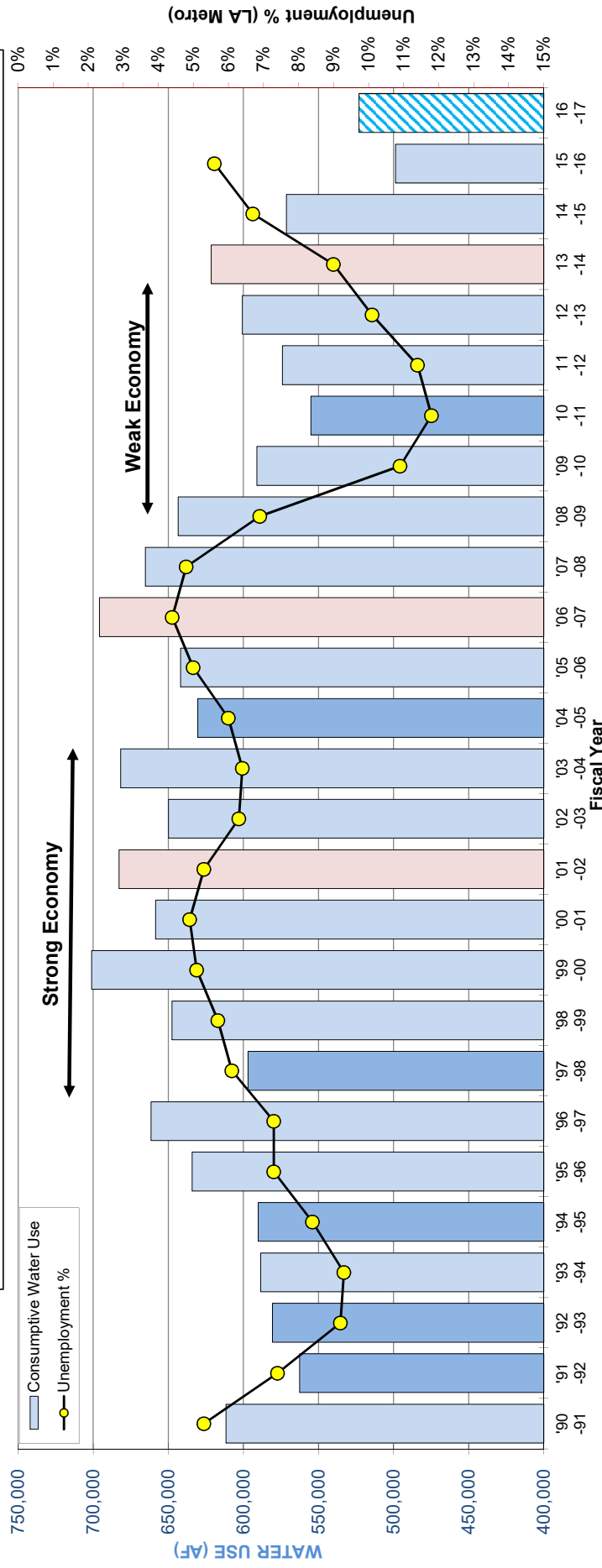


[1] Consumption includes potable, recycled and non-potable usage; excludes Barrier and Spreading water. The most recent data involve some estimation.

[2] Temperature data is from Santa Ana Fire Station, elevation 135'



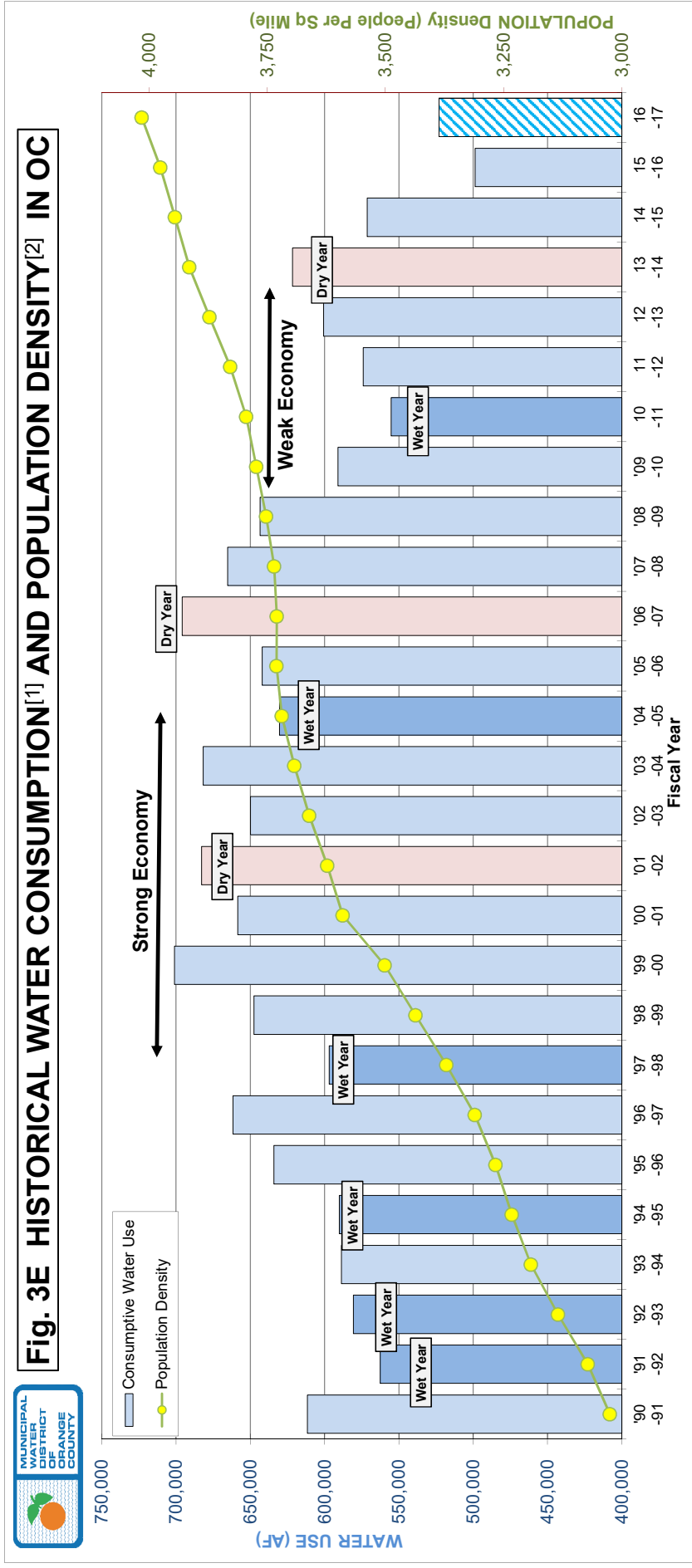
Fig. 3D HISTORICAL WATER CONSUMPTION[1] AND Average Unemployment[2] IN OC



[1] Consumption includes potable, recycled and non-potable usage; excludes Barrier and Spreading water. The most recent data involve some estimation.

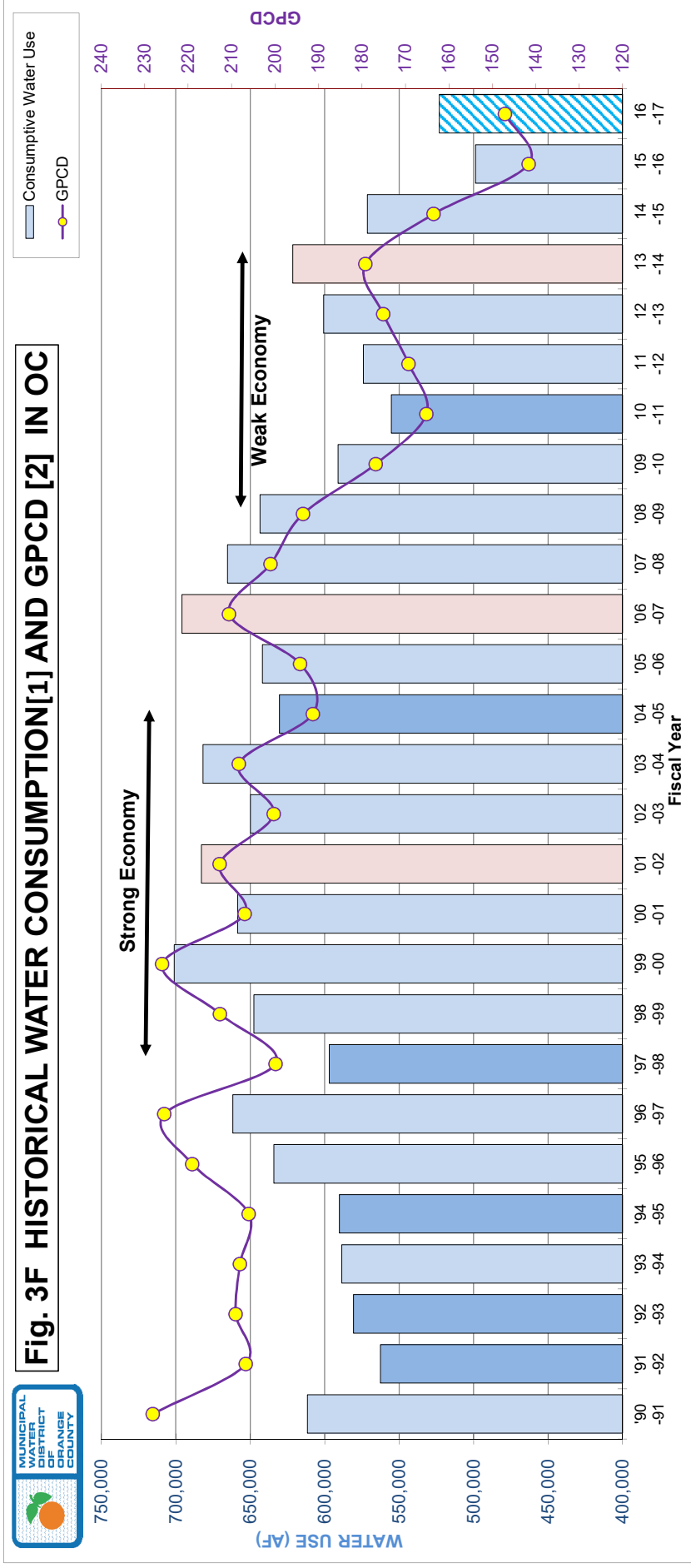
[2] Employment Data source Bureau of Labor Statistic for Long Beach-L.A.-Santa Ana Metro Area

<http://www.bls.gov/lau/>



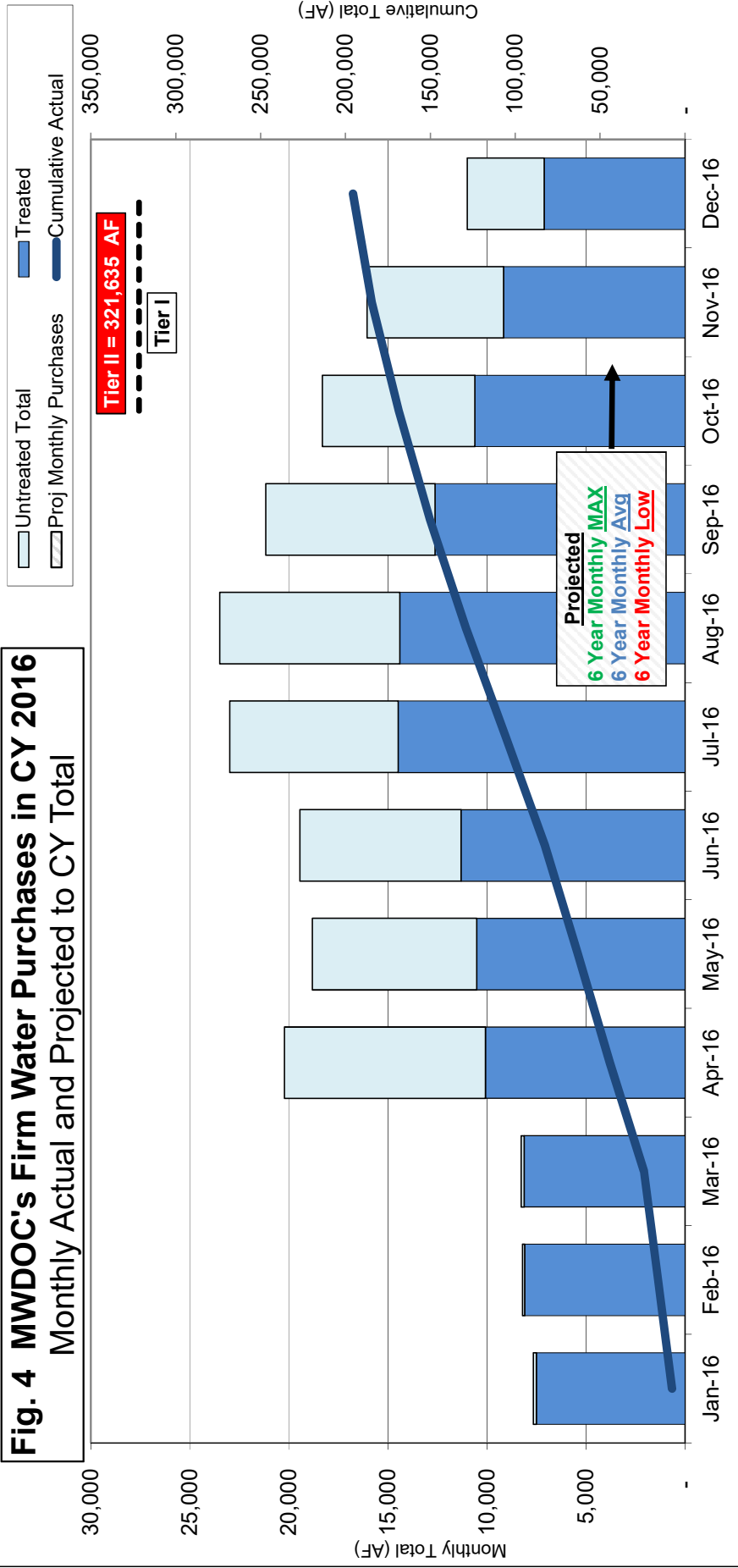
[1] Consumption includes potable, recycled and non-potable usage; excludes Barrier and Spreading water. The most recent data involve some estimation.

[2] Population estimates in the 2000s decade were revised by the State Dept. of Finance to reflect the 2010 Census counts.



[1] Consumption includes potable, recycled and non-potable usage; excludes Barrier and Spreading water. The most recent data involve some estimation.
 [2] Gallon per Capita Daily (includes all types of water usage and all type of water users).

Fig. 4 MWDOC's Firm Water Purchases in CY 2016
Monthly Actual and Projected to CY Total



Notes

1. "Firm" includes Full Service (both Treated and Untreated) and Barrier water.
2. Basin Pumping Percentage (BPP) is the percentage of a retail water agency's total water demand that they are limited to pump from the OCWD-managed groundwater basin. BPP pertains to Basin agencies only. For example, if a Basin agency's total demand is 10,000 AF/yr and OCWD sets the BPP at 72%, then the agency is limited to 7,200 AF of groundwater that year. There may be certain exceptions and/or adjustments to that simple calculation. OCWD sets the BPP for the Basin agencies, usually as of July 1st.

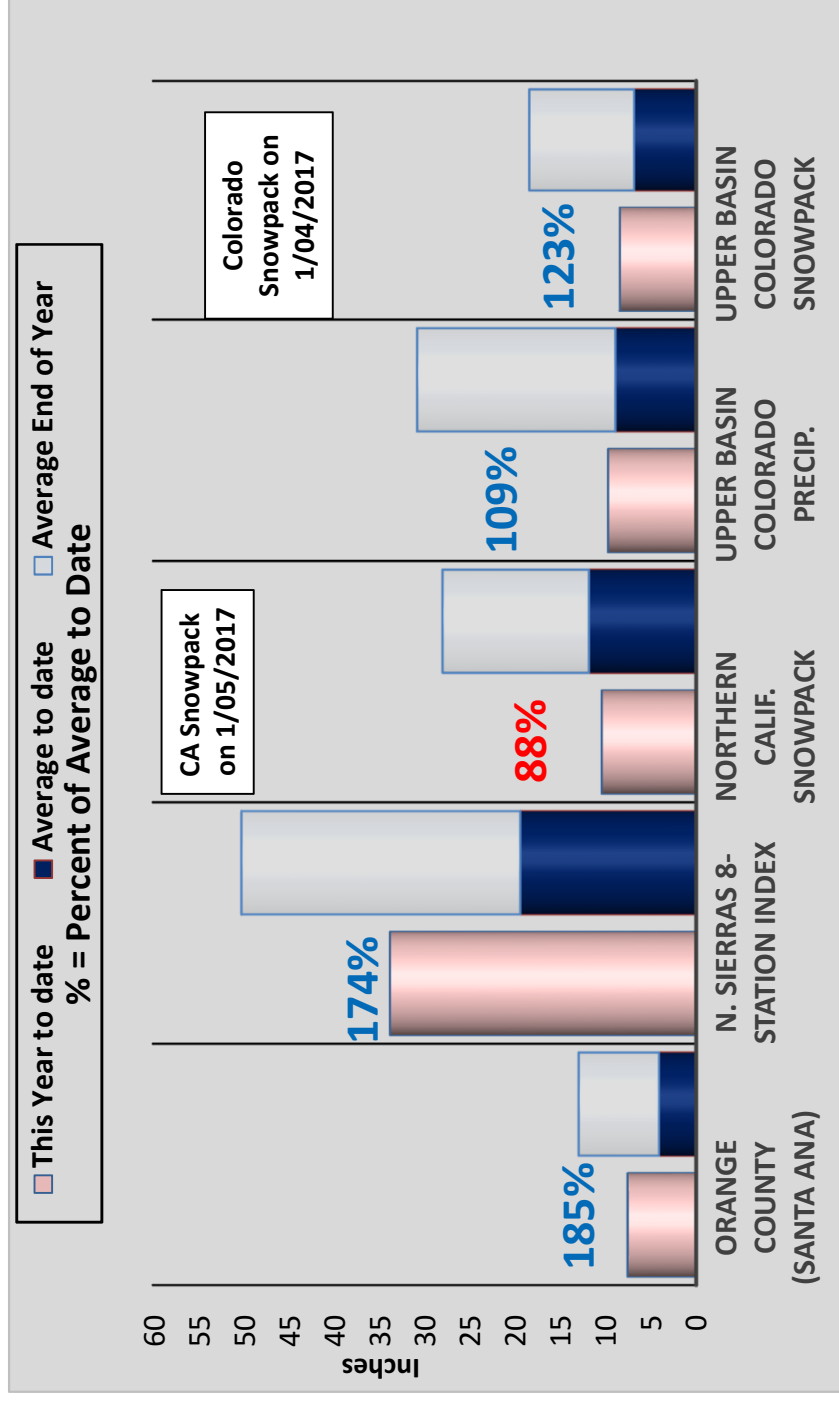


prepared by the Municipal Water District of Orange County

**numbers are subject to change*

printdate 1/5/2017

Accumulated Precipitation for the Oct.-Sep. water year, through Early January 2017

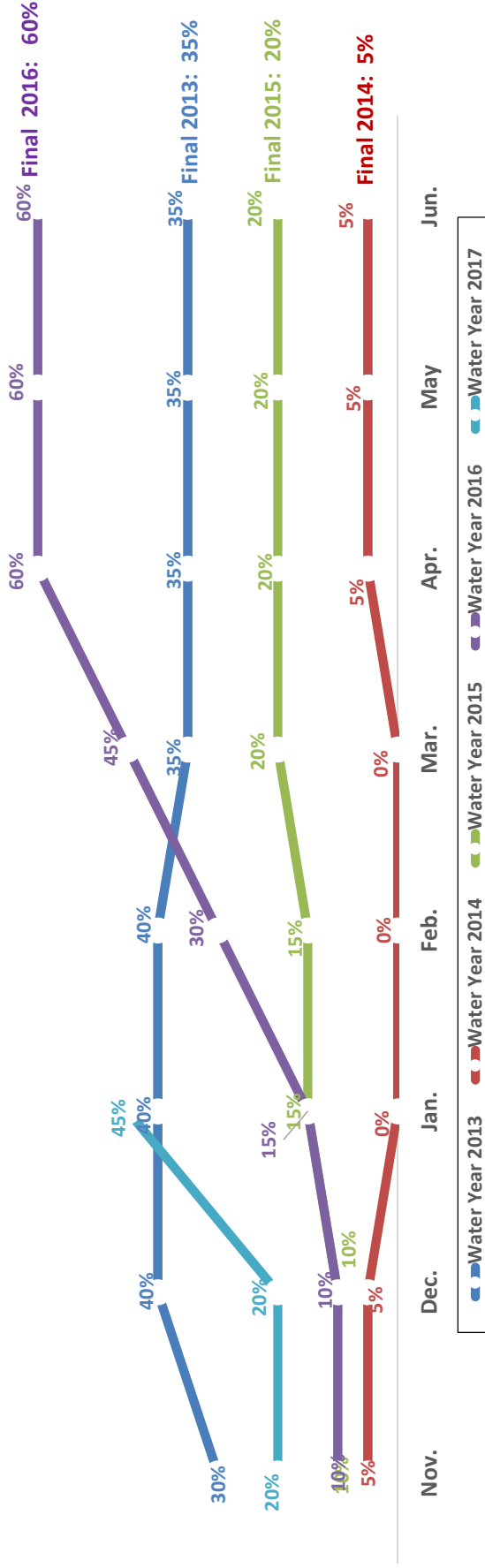


* The date of maximum snowpack accumulation (April 1st in Northern Calif. , April 15th in the Upper Colorado Basin) is used for year to year comparison.



SWP TABLE A ALLOCATION

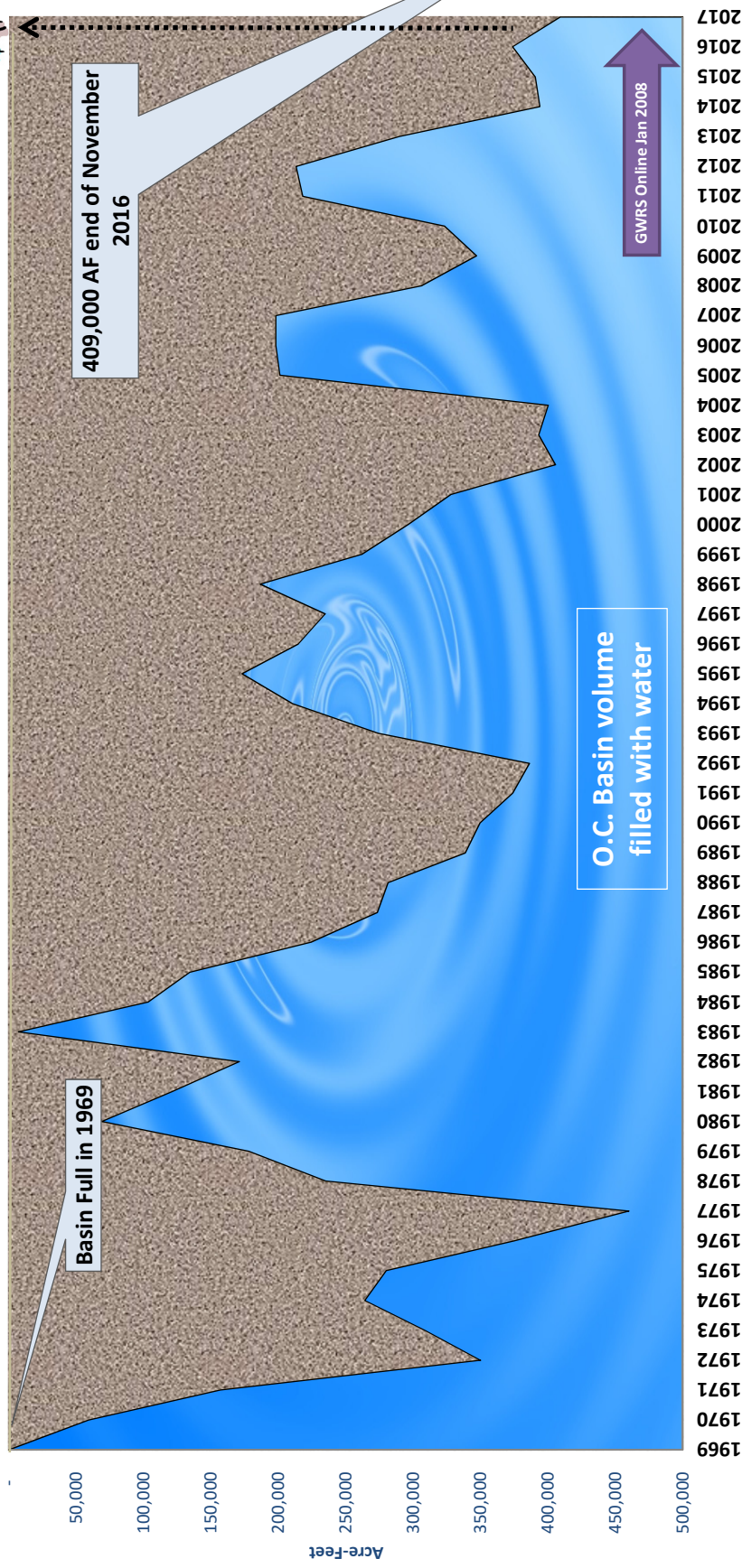
FOR STATE WATER PROJECT CONTRACTORS





O.C. Basin Accumulated Overdraft

Annual, 1969 to Present

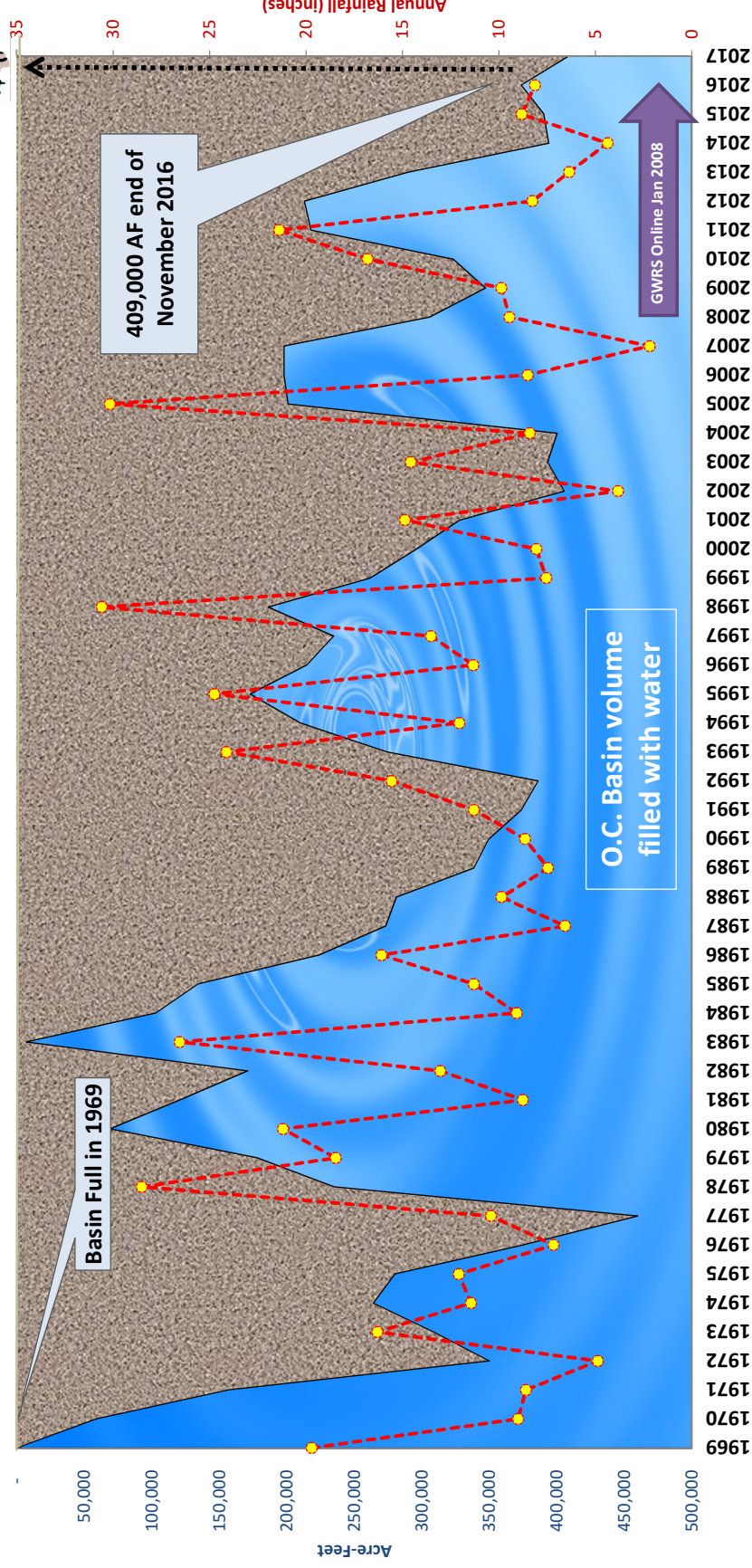


~ Accumulated Overdraft (dewatered volume) shown as white area, excluding the volume stored by Metropolitan. source: OCWD



O.C. Basin Accumulated Overdraft Vs. Annual Rainfall

Annual, 1969 to Present

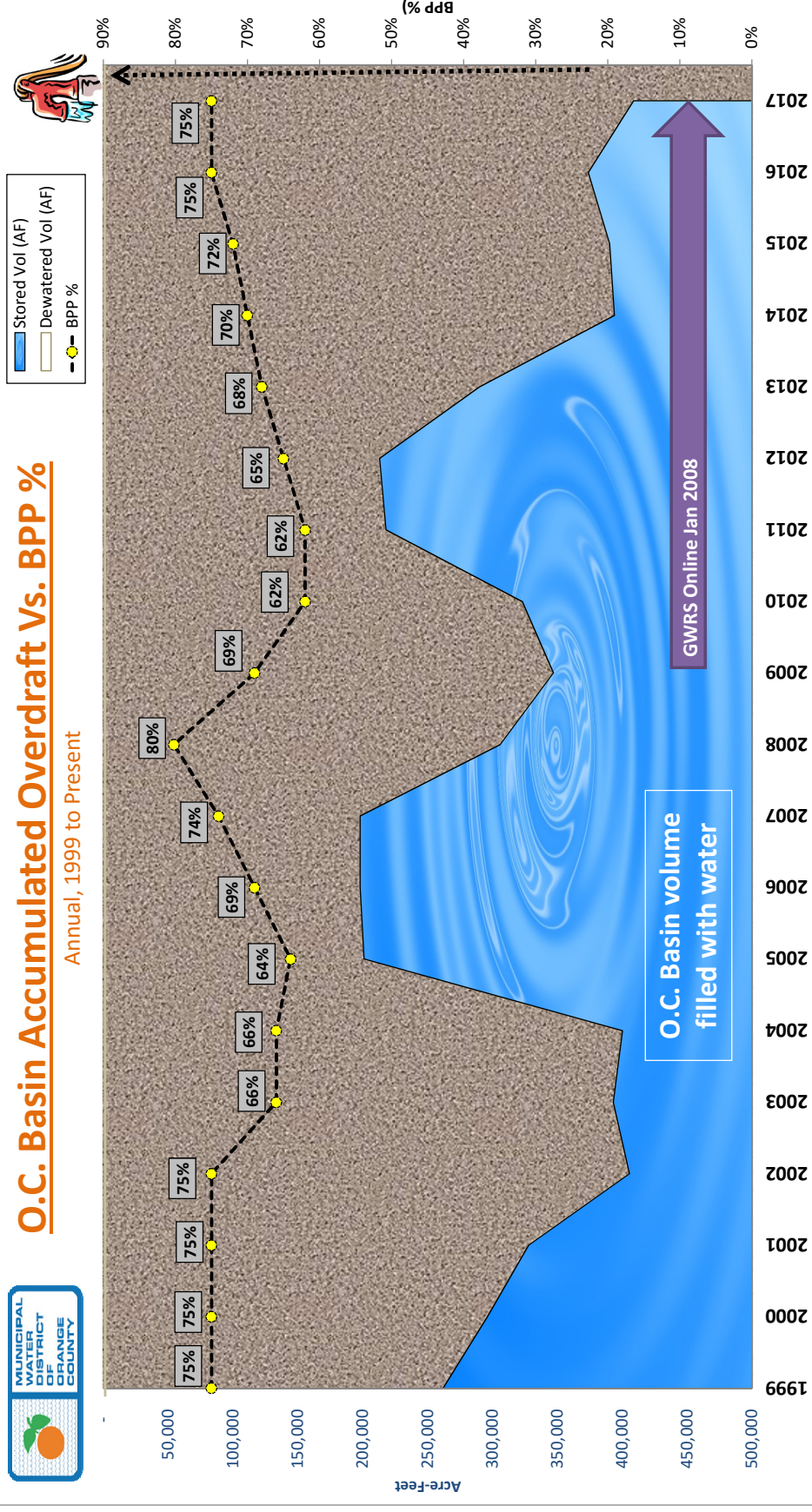


~ Accumulated Overdraft (dewatered volume) shown as white area, excluding the volume stored by Metropolitan. source: OCWD



O.C. Basin Accumulated Overdraft Vs. BPP %

Annual, 1999 to Present

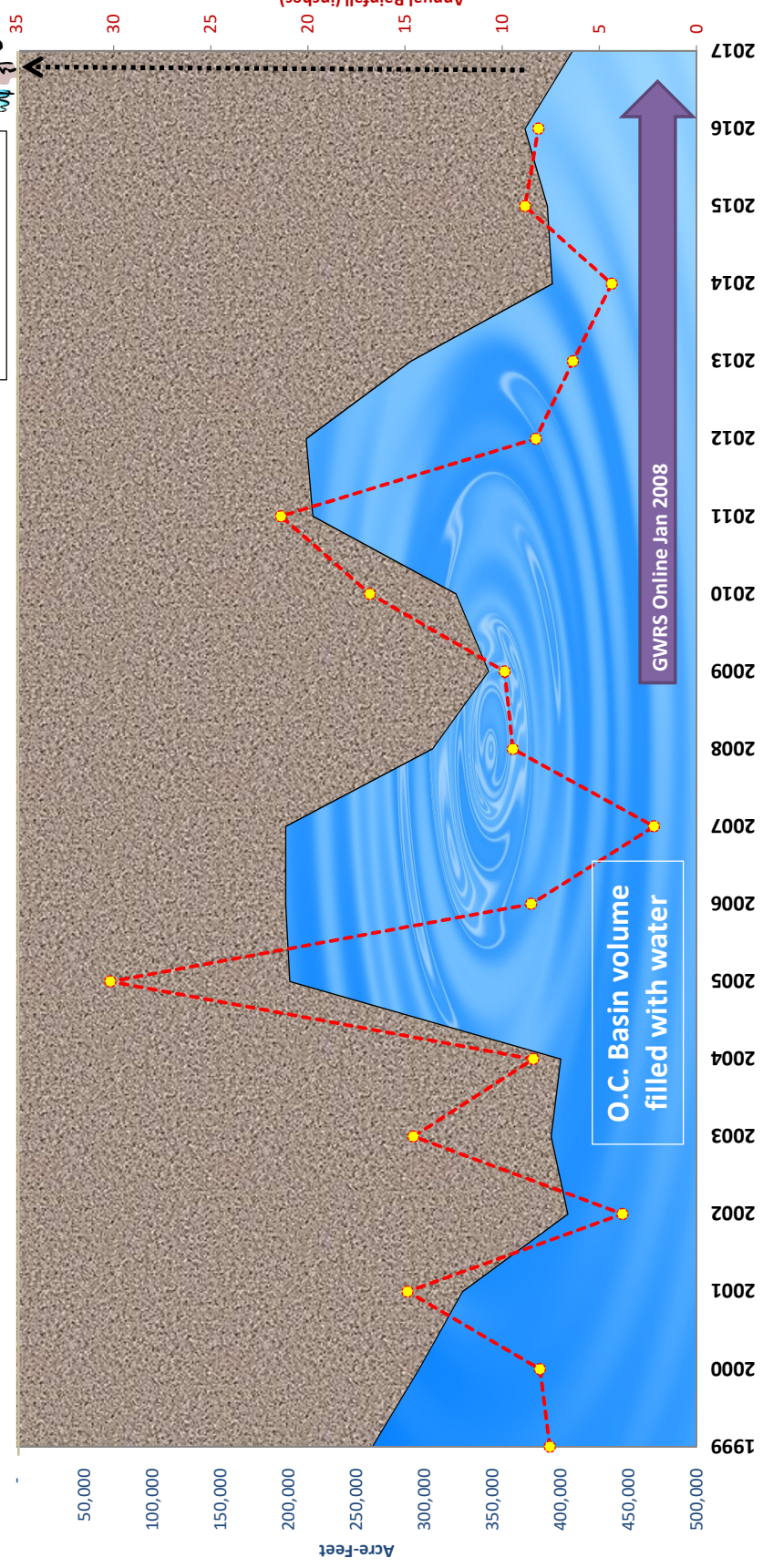
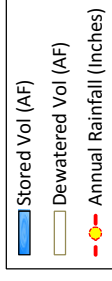


~ Accumulated Overdraft (dewatered volume) shown as white area, excluding the volume stored by Metropolitan. source: OCWD



O.C. Basin Accumulated Overdraft Vs. Annual Rainfall

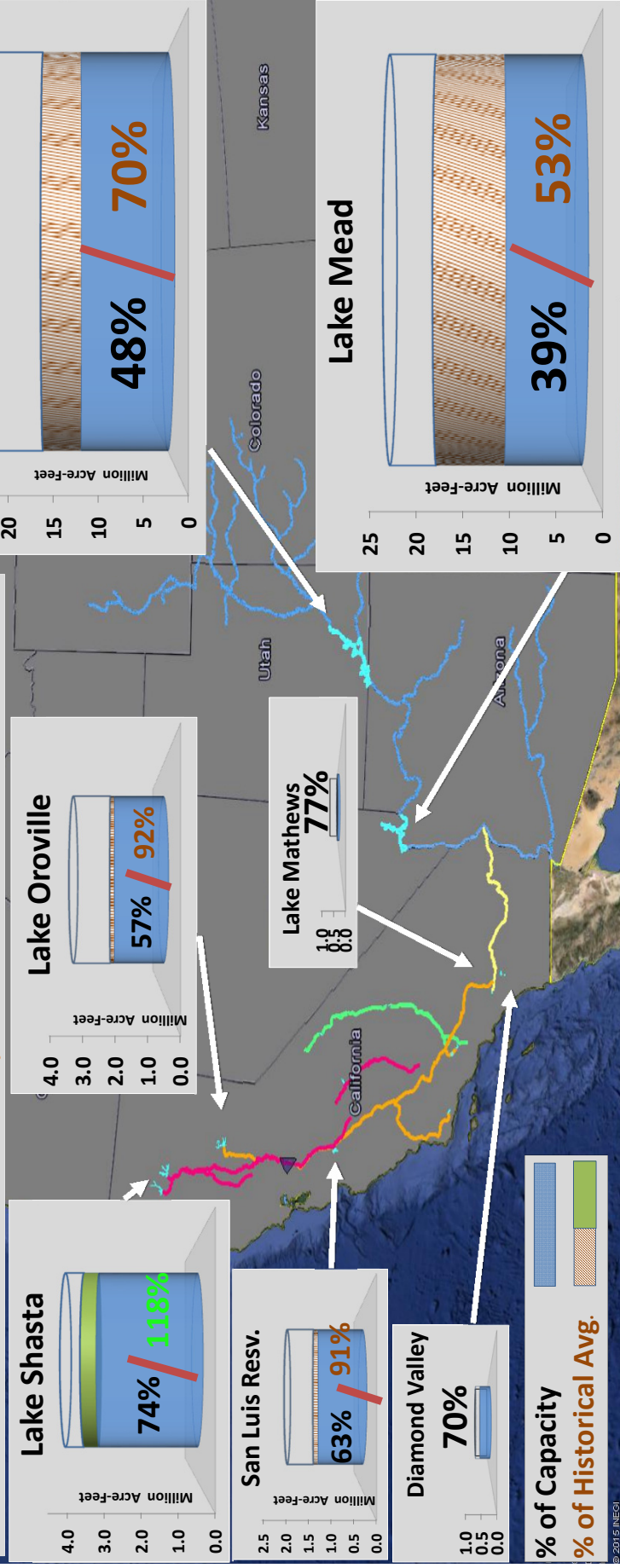
Annual, 1999 to Present



~ Accumulated Overdraft (dewatered volume) shown as white area, excluding the volume stored by Metropolitan. source: OCWD

State Water Project, Colorado River, and MWD Reservoir Storage

as of January, 5th 2017





Lake Mead Levels: Historical and Projected projection per USBR 24-Month Study

