

**MEETING OF THE
BOARD OF DIRECTORS OF THE
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY**
Jointly with the
ADMINISTRATION & FINANCE COMMITTEE
January 9, 2018, 8:30 a.m.
MWDOC Conference Room 101

Teleconference Site:
Director Tamaribuchi will participate
via teleconference at the following location:
4519 4th Avenue N.E.
Seattle, WA 98105
949/422-2371

Committee

Director Thomas, Chair
Director Dick
Director Finnegan

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

Ex Officio Member: Director Barbre

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 2018
 - b. Disbursement Approval Report for the month of January 2019
 - c. Disbursement Ratification Report for the month of December 2018
 - d. GM Approved Disbursement Report for the month of December 2018
 - e. Water Use Efficiency Projects Cash Flow – December 31, 2018

- f. Consolidated Summary of Cash and Investment – November 2018
 - g. OPEB and Pension Trust Fund monthly statement
2. FINANCIAL REPORT
- a. Combined Financial Statements and Budget Comparative for the Period ending November 30, 2018

ACTION ITEMS

- 3. PRUDENT COMPANION POLICY
- 4. STANDING COMMITTEE AND AD HOC COMMITTEE APPOINTMENTS FOR 2019; SCHEDULE OF MEETING DATES FOR 2019
- 5. ASSOCIATION AND COMMISSION APPOINTMENTS FOR 2019

DISCUSSION ITEMS

- 6. FY 2018-19 BUDGET YEAR END PROJECTIONS & CONCEPTUAL FY 2019-20 BUDGET REVIEW

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.)

- 7. DEPARTMENT ACTIVITIES REPORTS
 - a. Administration
 - b. Finance and Information Technology
- 8. MONTHLY WATER USAGE DATA, TIER 2 PROJECTION, AND WATER SUPPLY INFORMATION

OTHER ITEMS

- 9. 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 2018

WATER REVENUES

Date	From	Description	Amount
12/03/18	City of Newport Beach	October 2018 Water deliveries	289,370.78
12/03/18	City of La Palma	October 2018 Water deliveries	4,280.03
12/06/18	City of Garden Grove	October 2018 Water deliveries	479,349.35
12/06/18	Trabuco Canyon Water District	October 2018 Water deliveries	172,537.48
12/07/18	City of San Clemente	October 2018 Water deliveries	623,190.40
12/07/18	City of Brea	October 2018 Water deliveries	158,566.56
12/10/18	Santa Margarita Water District	October 2018 Water deliveries	1,928,397.50
12/10/18	Serrano Water District	October 2018 Water deliveries	195,880.07
12/10/18	South Coast Water District	October 2018 Water deliveries	529,012.80
12/10/18	City of Seal Beach	October 2018 Water deliveries	7,643.93
12/10/18	El Toro Water District	October 2018 Water deliveries	526,017.66
12/13/18	Laguna Beach County Water District	October 2018 Water deliveries	229,148.20
12/13/18	City of Buena Park	October 2018 Water deliveries	225,154.86
12/13/18	East Orange County Water District	October 2018 Water deliveries	262,281.45
12/13/18	City of Westminster	October 2018 Water deliveries	351,571.02
12/13/18	Mesa Water	October 2018 Water deliveries	40,774.26
12/13/18	City of Orange	October 2018 Water deliveries	465,365.94
12/14/18	Orange County Water District	October 2018 Water deliveries	4,222,104.02
12/14/18	City of San Juan Capistrano	October 2018 Water deliveries	497,622.97
12/14/18	Golden State Water Company	October 2018 Water deliveries	292,908.36
12/14/18	Yorba Linda Water District	October 2018 Water deliveries	489,539.24
12/14/18	Moulton Niguel Water District	October 2018 Water deliveries	2,281,156.03
12/14/18	Irvine Ranch Water District	October 2018 Water deliveries	1,098,666.71
12/21/18	City of San Clemente	November 2018 Water deliveries	564,488.76
12/26/18	City of Fountain Valley	November 2018 Water deliveries	12,392.14
12/26/18	City of Newport Beach	November 2018 Water deliveries	502,216.28
12/26/18	Trabuco Canyon Water District	November 2018 Water deliveries	155,356.13
12/28/18	City of Huntington Beach	November 2018 Water deliveries	622,092.56

TOTAL REVENUES **\$ 17,227,085.49**


**Municipal Water District of Orange County
REVENUE / CASH RECEIPT REPORT
December 2018**

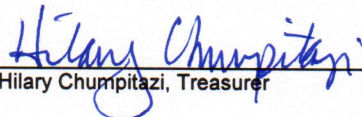
MISCELLANEOUS REVENUES

Date	From	Description	Amount
12/18/18	Laura Rocha	6/1/18 OC Water Summit	130.00
12/31/18	Keith Lyon	Jan 2019 Retiree Health insurance	288.99
12/31/18	Patricia Meszaros	Jan 2019 Retiree Health insurance	80.96
12/12/18	Lee Jacobi	Jan-Dec 2019 Retiree Health insurance	498.12
12/12/18	2 Checks	Movie tickets	359.00
12/21/18	2 Checks	Movie tickets	214.00
12/28/18	Katie Davanaugh	Movie tickets	35.00
12/31/18	Paypal	ISDOC Luncheon	48.63
12/03/18	Paypal	12/6/18 OCEMO Holiday Luncheon	802.74
12/31/18	Paypal	12/6/18 OCEMO Holiday Luncheon	30.77
12/10/18	Joe Berg	Donation for Paradise Irrigation District fire victims	100.00
12/12/18	3 Checks	Employee donations for Paradise Irrigation District fire victims	300.00
12/12/18	13 Checks	Reimbursement for staff apparel order	916.23
		11/15/18 Disaster Workshop expense reimbursement	
12/18/18	American Water Works Association	- K Hubbard	1,061.71
12/21/18	City of Fullerton	7/30/18 First Aid/ CPR Class registration	260.00
12/28/18	Brett Barbre	Computer purchase downpayment	1,378.83
12/31/18	US Bank	US Bank interest	44.76
12/26/18	Irvine Ranch Water District	September 2018 Smartimer rebate program	1,977.09
12/03/18	Moulton Niguel Water District	October 2018 Smartimer rebate program	4,800.00
12/26/18	Irvine Ranch Water District	October 2018 Smartimer rebate program	1,200.23
12/26/18	Mesa Water	October 2018 Smartimer rebate program	356.00
12/03/18	City of Newport Beach	September 2018 Turf Removal rebate program	2,314.05
12/26/18	Irvine Ranch Water District	October 2018 Turf Removal rebate program	12,926.00
12/26/18	City of Orange	October 2018 Turf Removal rebate program	428.00
12/03/18	Moulton Niguel Water District	September 2018 Smartimer, Rotating Nozzle & Turf Removal rebate program	27,211.70
12/07/18	City of San Clemente	October 2018 So Cal Watersmart rebate program	1,245.00
12/18/18	Irvine Ranch Water District	October 2018 So Cal Watersmart rebate program	13,236.84
12/18/18	Irvine Ranch Water District	November 2018 So Cal Watersmart rebate program	79,640.00
12/21/18	Laguna Beach County Water District	November 2018 So Cal Watersmart rebate program	30.00
12/26/18	El Toro Water District	November 2018 So Cal Watersmart rebate program	290.00
12/10/18	City of Orange	Addition to the Choice School program FY 17-18	398.97
12/26/18	City of Fountain Valley	Addition to the Choice School program FY 18-19	349.35
12/26/18	City of San Juan Capistrano	Addition to the Choice School program FY 18-19	226.05

TOTAL MISCELLANEOUS REVENUES \$ 153,179.02

TOTAL REVENUES \$ 17,380,264.51


Robert J. Hunter, General Manager


Hilary Chumipitazi, Treasurer

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of January 2019**

1b

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
Core Expenditures:		
	Richard C. Ackerman	
1213	December 2018 Consulting on legal and regulatory matters	1,825.00
	*** Total ***	1,825.00
	Alta FoodCraft	
51824059	12/3/18 Coffee & tea supplies	181.26
	*** Total ***	181.26
	ARC Document Solutions, LLC	
9996024	50% Construction draft plan copies for phase 1 of MWDOC office remodel	296.87
	*** Total ***	296.87
	California Landscape Contractors Association	
2019	2019 Annual sponsorship	1,835.00
	*** Total ***	1,835.00
	Davis Farr LLP	
4901	September-November 2018 Financial consulting	4,024.50
	*** Total ***	4,024.50
	Deluxe for Business	
2044081734	2018 W-2 forms and envelopes	108.60
	*** Total ***	108.60
	Dudek	
20187768	10/27/18-11/30/18 Planning level reliability for South County Interconnection	23,670.00
	*** Total ***	23,670.00
	G/M Business Interiors	
0247429-IN	Ergonomic quick stand workstation and chair	1,580.90
	*** Total ***	1,580.90
	IDS Group Inc.	
17X114.00-4	December 2018 Interior design services for MWDOC office remodel	895.00
17X114.02-1	December 2018 Updated study, plans and design for MWDOC office remodel	5,650.00
	*** Total ***	6,545.00
	Independent Special Dist of OC	
2019-ISDOC	2019 Annual membership renewal	50.00
122818-PAYPAL	11/30/18-12/28/18 PayPal receipts for 1/31/19 meeting	48.63
	*** Total ***	98.63
	James C. Barker, P.C.	
105-1218	December 2018 Federal legislative advocacy services	8,000.00
	*** Total ***	8,000.00

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of January 2019**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<i>Karen's Detail Custom Frames</i>	
3057	Custom framing for 2 Certificate of Recognitions	204.73
	*** Total ***	204.73
	<i>L.A. Design Studio</i>	
5043	November-December 2018 MWDOC Website support and enhancement	1,400.00
	*** Total ***	1,400.00
	<i>Lawnscape Systems, Inc.</i>	
398983	12/15/18 Landscape maintenance for atrium	295.00
	*** Total ***	295.00
	<i>Lewis Consulting Group</i>	
2018-188	December 2018 Consulting services	3,125.00
	*** Total ***	3,125.00
	<i>Keith Lyon</i>	
OCT-DEC2018	October-December 2018 Retiree medical premium	402.00
	*** Total ***	402.00
	<i>Edward G. Means III</i>	
MWDOC-1065	December 2018 Consulting on MET issues and guidance to engineering staff	2,131.00
	*** Total ***	2,131.00
	<i>Mega Maids Cleaning Service</i>	
10130	12/7/18 Cleaning and sanitation for MWDOC restroom after plumbing backup	125.00
	*** Total ***	125.00
	<i>Melissa Mog</i>	
289553	Flowers for MWDOC staff member	95.00
	*** Total ***	95.00
	<i>Office Solutions</i>	
I-01492892	12/13/18 Office supplies	172.36
I-01494091	12/17/18 Office supplies	5.75
I-01496307	12/20/18 Office supplies	234.51
I-01498819	12/27/18 Office supplies	51.73
	*** Total ***	464.35
	<i>Orange County Water District</i>	
19689	November 2018 50% share of WACO expense	246.25
19714	November 2018 Postage, shared office & maintenance expense	11,329.75
	*** Total ***	11,576.00
	<i>Petty Cash</i>	
OCT-DEC2018	October-December 2018 Petty Cash reimbursement	445.64
	*** Total ***	445.64

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of January 2019**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<i>Judy Pfister</i>	
OCT-DEC2018	October-December 2018 Retiree medical premium	354.00
	*** Total ***	354.00
	<i>Joey C. Soto</i>	
MWDOC#007	November 2018 Grant research and acquisition assistance	2,999.25
	*** Total ***	2,999.25
	<i>Steven Enterprises, Inc.</i>	
0407997-IN	Bond paper for plotter	114.78
	*** Total ***	114.78
	<i>WageWorks, Inc.</i>	
INV1118584	December 2018 Cafeteria plan administration	185.25
	*** Total ***	185.25
	<i>Pauline D. Wennerstrom</i>	
JAN-MAR2019	January-March 2019 Retiree medical premium	367.50
	*** Total ***	367.50
	<i>Total Core Expenditures</i>	<hr/> 72,450.26

Choice Expenditures:

	<i>Mission RCD</i>	
2604	November 2018 Field verifications for Water Use Efficiency rebate programs	2,752.94
	*** Total ***	2,752.94
	<i>Orange County Water District</i>	
19714	November 2018 Postage for Water Use Efficiency rebate programs	17.86
	*** Total ***	17.86
	<i>Top Hat Productions</i>	
94710	12/6/18 Lunch for Water Use Efficiency Workgroup meeting	638.80
	*** Total ***	638.80
	<i>Total Choice Expenditures</i>	<hr/> 3,409.60

Other Funds Expenditures:

	<i>Mission RCD</i>	
2604	November 2018 Field verifications for Water Use Efficiency rebate programs	2,324.45
	*** Total ***	2,324.45

**Municipal Water District of Orange County
Disbursement Approval Report
For the month of January 2019**

<i>Invoice#</i>	<i>Vendor / Description</i>	<i>Amount to Pay</i>
	<i>Office Solutions</i>	
I-01492892	12/13/18 Office supplies for WEROC	5.75
	*** Total ***	5.75
	<i>County of Orange</i>	
SC11346	Programing 2 WEROC radios for Anaheim Public Utilities	100.00
SC11347	Programing 1 WEROC radios for Garden Grove	50.00
	*** Total ***	150.00
	<i>Raftelis Financial Consultants, Inc.</i>	
11187	November 2018 Five year monitoring for Budget Based Tiered Rate grant	2,080.00
	*** Total ***	2,080.00
	<i>Total Other Funds Expenditures</i>	<hr/> 4,560.20
	<i>Total Expenditures</i>	<hr/> <hr/> 80,420.06

**Municipal Water District of Orange County
Disbursement Ratification Report
For the month of December 2018**

1c

Check #	Date	Vendor # Invoice/CM #	Name / Description	Net Amount
Core Disbursements:				
138566	12/6/18	SPECTB 0375210112018	Spectrum Business December 2018 Telephone and internet expense ***Total ***	1,099.14 1,099.14
138568	12/6/18	VERIZO 9819004310	Verizon Wireless November 2018 4G Mobile broadband unlimited service ***Total ***	114.03 114.03
138576	12/14/18	IRONMO AJKJ176	Iron Mountain December 2018 Archived document storage fees ***Total ***	209.70 209.70
138582	12/14/18	SPECTB 0343564120118	Spectrum Business December 2018 Telephone expense for 3 analog fax lines ***Total ***	108.17 108.17
ACH003679	12/14/18	BAEZHE 103118	Heather Baez October 2018 Business expense ***Total ***	97.10 97.10
ACH003680	12/14/18	BERGJO 113018	Joseph Berg November 2018 Business expense ***Total ***	86.77 86.77
ACH003685	12/14/18	BUSSLI 103118	Charles Busslinger October 2018 Business expense	22.35
ACH003686	12/14/18	113018	November 2018 Business expense ***Total ***	69.09 91.44
ACH003687	12/14/18	DAVISR 113018	Rachel Davis November 2018 Business expense ***Total ***	49.22 49.22
ACH003688	12/14/18	DELATO 113018	Harvey De La Torre November 2018 Business expense ***Total ***	608.27 608.27
ACH003689	12/14/18	DICKEX 113018	Larry Dick November 2018 Business expense ***Total ***	57.24 57.24
ACH003691	12/14/18	FAHLBE 113018	Beth Fahl November 2018 Business expense ***Total ***	43.75 43.75

**Municipal Water District of Orange County
Disbursement Ratification Report
For the month of December 2018**

Check #	Date	Vendor # Invoice/CM #	Name / Description	Net Amount
ACH003696	12/14/18	RICOHMA	Ricoh USA, Inc.	
		5055232920	September-November 2018 Reproduction costs	2,101.00
			***Total ***	2,101.00
ACH003704	12/14/18	TAMARI	Satoru Tamaribuchi	
		113018	November 2018 Business expense	170.04
			***Total ***	170.04
ACH003705	12/14/18	THOMAS	Jeffery Thomas	
		113018	November 2018 Business expense	221.62
			***Total ***	221.62
ACH003708	12/14/18	WILSON	Sarah C. Wilson	
		103118	October 2018 Business expense	22.61
			***Total ***	22.61
138617	12/28/18	USBANK	U.S. Bank	
		0403/4140/5443-NOV18	10/23/18-11/23/18 Cal Card charges	16,423.95
			***Total ***	16,423.95
			(See attached sheet for details)	
ACH003709	12/28/18	BAUMHA	Melissa Baum-Haley	
		113018	November 2018 Business expense	450.00
			***Total ***	450.00
ACH003712	12/28/18	CHUMPI	Hilary Chumpitazi	
		121318	December 2018 Business expense	259.04
			***Total ***	259.04
ACH003713	12/28/18	DELATO	Harvey De La Torre	
		121718	December 2018 Business expense	857.17
			***Total ***	857.17
ACH003714	12/28/18	HOSTER	Kevin Hostert	
		121318	November-December 2018 Business expense	133.96
			***Total ***	133.96
ACH003722	12/28/18	ROBERT	Bryce Roberto	
		120418	November-December 2018 Business expense	46.33
			***Total ***	46.33
ACH003723	12/28/18	SCHNEI	Megan Yoo Schneider	
		113018	November 2018 Business expense	1,361.70
			***Total ***	1,361.70

**Municipal Water District of Orange County
Disbursement Ratification Report
For the month of December 2018**

Check #	Date	Vendor # Invoice/CM #	Name / Description	Net Amount
ACH003726	12/28/18	WILSON	Sarah C. Wilson	
		113018	November 2018 Business expense	92.15
			***Total ***	92.15
			Total Core Disbursements	24,704.40
Choice Disbursements:				
138617	12/28/18	USBANK	U.S. Bank	
		4140-NOV18	10/23/18-11/23/18 Cal Card charges	1,110.70
			***Total ***	1,110.70
			(See attached sheet for details)	
			Total Choice Disbursements	1,110.70
Other Funds Disbursements:				
138567	12/6/18	TURFRP	Turf Removal Program	
		TR11-R-SM-26787-26710A	S. Calen (Re-issue)	1,051.00
			***Total ***	1,051.00
138568	12/6/18	VERIZO	Verizon Wireless	
		9819004310	November 2018 4G Mobile broadband unlimited service	76.02
			***Total ***	76.02
138571	12/14/18	ATTCALN	AT&T	
		000012248030	November 2018 WEROC N. & S. EOC telephone expense	205.44
		000012248031	November 2018 WEROC N. EOC telephone expense	106.03
			***Total ***	311.47
138578	12/14/18	MFHETD	Multi Family HET Direct	
		112718SMR	Moritz Associates, LP (Aliso Viejo)	100,275.00
			***Total ***	100,275.00
138585	12/14/18	TURFRP	Turf Removal Program	
		TR12-R-IRWD-28079-28003A	J. Glover (Re-issue)	710.00
			***Total ***	710.00
ACH003680	12/14/18	BERGJO	Joseph Berg	
		113018	November 2018 Business expense	4.50
			***Total ***	4.50
		HUBBAR	Kelly Hubbard	
ACH003692	12/14/18	103118	October 2018 Business expense	17.78
ACH003693	12/14/18	111618	November 2018 Business expense-AWWA workshop (Reimbursement received from AWWA)	78.86
ACH003694	12/14/18	113018	November 2018 Business expense	29.79
			***Total ***	126.43

**Municipal Water District of Orange County
Disbursement Ratification Report
For the month of December 2018**

Check #	Date	Vendor # Invoice/CM #	Name / Description	Net Amount
DRIPPR				
			Spray to Drip Program	
138587	12/19/18	S2D1-R-O-26792-13200	L. Dao	172.00
138588	12/19/18	S2D2-R-IRWD-27056-13268	Y. Lai	151.25
138589	12/19/18	S2D2-R-SM-28081-14272	S. Moncrief	90.00
			***Total ***	413.25
TURFRP				
			Turf Removal Program	
138590	12/19/18	TR11-R-MNT-25436-25338	M. Cilimdzc	918.00
138591	12/19/18	TR11-R-SC-26920-26846	D. Nielsen	1,621.28
138592	12/19/18	TR12-R-MNT-26930-26856	J. Wallace	1,904.00
138593	12/19/18	TR12-R-ETWD-27025-26949	E. Duckworth	748.00
138594	12/19/18	TR12-R-SM-27044-26968	I. Daniel	756.00
138595	12/19/18	TR12-R-MNT-27049-26971	J. Saladow	3,368.00
138596	12/19/18	TR12-R-MNT-28086-28009	E. Pimienta	658.00
138597	12/19/18	TR12-R-MNT-28087-28010	H. Ishikawa	1,456.00
138598	12/19/18	TR12-R-MNT-26562-28053	P. DiInnocenzo	522.00
138599	12/19/18	TR12-R-MNT-29152-29075	D. Emde	3,008.00
138600	12/19/18	TR12-R-MNT-29157-29080	B. Turk	2,584.00
138601	12/19/18	TR12-R-MNT-29162-29086	J. Goodman	542.00
138602	12/19/18	TR12-R-MNT-29166-29090	S. Vadchhedia	1,758.00
138603	12/19/18	TR12-R-MNT-29194-29116	J. Braganza	1,424.00
138604	12/19/18	TR12-R-MNT-29206-29126	V. Ferlauto	1,008.00
138605	12/19/18	TR12-R-MNT-29211-29130	R. Nguyen	1,928.00
138606	12/19/18	TR12-R-MNT-29212-29133	J. Como	944.00
138607	12/19/18	TR12-R-MNT-29215-29137	A. Skrove	1,614.00
138608	12/19/18	TR12-R-MNT-34251-34174	A. Gogoua	1,932.00
138609	12/19/18	TR12-R-MNT-35262-35187	A. Hale	916.00
138610	12/19/18	TR12-R-MNT-35283-35212	E. Hansen	654.00
			***Total ***	30,263.28
138615	12/28/18	SANTI1 OCT2018	Santiago Aqueduct Commission October 2018 SAC Pipeline Operation surcharge	3,057.72
			***Total ***	3,057.72
138617	12/28/18	USBANK 4140-NOV18	U.S. Bank 10/23/18-11/23/18 Cal Card charges	2,100.81
			***Total ***	2,100.81
			(See attached sheet for details)	
ACH003715	12/28/18	HUBBAR 120518	Kelly Hubbard 11/26/18-12/5/18 Business expense-Butte County fire disaster response	895.74
			***Total ***	895.74

**Municipal Water District of Orange County
Disbursement Ratification Report
For the month of December 2018**

<i>Check #</i>	<i>Date</i>	<i>Vendor # Invoice/CM #</i>	<i>Name / Description</i>	<i>Net Amount</i>
ACH003724	12/28/18	SANTAM	Santa Margarita Water District	
		OCT2018	October 2018 SCP Pipeline Operation surcharge	27,572.62
			Total	27,572.62
EFT-181228	12/28/18	METWAT	Metropolitan Water District	
		9504	October 2018 Water deliveries	16,104,385.34
			Total	16,104,385.34
138618	12/28/18	ATTUVEOC	AT&T	
		8599-DEC2018	December 2018 WEROC N. EOC U-verse internet service	60.00
			Total	60.00
Total Other Funds Disbursements				16,271,303.18
Total Disbursements				16,297,118.28



Robert J. Hunter, General Manager



Hilary Chumplitazi, Treasurer

Cal Card Charges
Statement Date: November 23, 2018
Payment Date: December 28, 2018

<u>Date</u>	<u>Description</u>	<u>Amount</u>
<u>Public Affairs</u>		
10/23/2018	Lunch for Mesa Water District meeting	\$ 50.88
10/23/2018	California Association of Public Information Officials Shake It Up workshop in Los Angeles, CA on Nov. 8, 2018 - Registration for T. Muldoon	50.00
10/30/2018	Refreshments for Public Affairs workshop	21.96
10/30/2018	Lunch for Public Affairs workshop speaker	29.33
11/2/2018	Disaster preparedness survival kit for Public Affairs workshop speaker	64.95
11/8/2018	Award from MARCOM for MWDOC website	214.00
11/10/2018	Appetizers for MET Inspection trip	56.83
11/11/2018	MET Inspection trip from Nov. 9-11, 2018 - Parking for B. Roberto	60.00
11/15/2018	Annual subscription for password security license for 5 users	145.00
11/20/2018	Public Relations Society of America annual membership for T. Muldoon	190.00
11/23/2018	Paper and envelopes for Elected Officials letter	74.33
	Total	\$ 957.28

Cal Card Charges
Statement Date: November 23, 2018
Payment Date: December 28, 2018

Date	Description	Amount
<u>K. Seckel Card</u>		
10/22/2018	UPS delivery charges for M. Clark on Oct. 18, 2018	\$ 20.32
10/23/2018	Lunch for MET Directors' meeting	186.73
10/23/2018	80 Regal movie tickets for employee purchase	730.00
10/24/2018	Lunch for California Landscape Contractors Association meeting	770.75
10/24/2018	2 Toner cartridges	272.58
10/24/2018	80 Cinemark movie tickets for employee purchase	690.00
10/24/2018	9/24/18-10/23/18 Web hosting service for MWDOC website	15.65
10/24/2018	Lunch for MET Managers' meeting	100.13
10/25/2018	Christmas tree for MWDOC office	146.95
10/25/2018	American Water Works Association California-Nevada Section Annual Fall conference in Rancho Mirage, CA from Oct. 23-24, 2018 - Accommodations balance for J. Berg	5.66
10/25/2018	Colorado River Water Users Association Annual conference in Las Vegas, NV from Dec. 12-14, 2018 - Registration for H. De La Torre and M. Baum-Haley	950.00
10/25/2018	Colorado River Water Users Association Annual conference in Las Vegas, NV from Dec. 11-14, 2018 - Accommodations deposit for M. Baum-Haley	168.94 ¹
10/25/2018	Colorado River Water Users Association Annual conference in Las Vegas, NV from Dec. 11-14, 2018 - Accommodations deposit for H. De La Torre	146.26 ²
10/26/2018	Colorado River Water Users Association Annual conference in Las Vegas, NV from Dec. 11-14, 2018 - Airfare for H. De La Torre	286.96
10/29/2018	UPS delivery charges for Eastern Municipal Water District on Oct. 19, 2018	12.78
10/30/2018	11/9/18-11/8/19 Sacramento Bee online subscription	99.99
10/30/2018	Breakfast for Cyber Security meeting	391.60
10/30/2018	Lunch for Cyber Security meeting	823.00
10/31/2018	FedEx delivery charges for IDS Group on Oct. 29, 2018	18.35
10/31/2018	Lunch for MWDOC MET Directors' meeting	181.00
10/31/2018	Office supplies from Costco	434.99
11/1/2018	11/1/18-11/30/18 E-mail service for California Sprinkler Adjustment Notification System	9.95
11/2/2018	Irrigation Show Landscape Drip Irrigation Design and Management class in Long Beach, CA on Dec. 5, 2018 - Registration for R. Davis	250.00
11/2/2018	California H2O Women conference in Santa Barbara, CA from Nov. 1-2, 2018 Accommodations for M. Baum-Haley	485.12
11/2/2018	California H2O Women conference in Santa Barbara, CA from Nov. 1-2, 2018 Accommodations for H. Baez	373.32
11/5/2018	Water Year 2019: Feast or Famine? workshop in Irvine, CA on Dec. 5, 2018 Registration for C. Lingad	79.81
11/5/2018	UPS delivery charges for Board packets on Nov. 2, 2018	7.45
11/5/2018	Legislative Activities in Washington, DC from Nov. 14-16, 2018 - Airfare for D. Micalizzi	491.44
11/5/2018	Legislative Activities in Sacramento, CA on Nov. 14, 2018 - Airfare for H. Baez	519.96
11/7/2018	Food for WEROC Emergency Services Coordinators meeting	29.08
11/7/2018	Legislative Activities in Washington, DC from Nov. 14-16, 2018 - Airfare change for D. Micalizzi	273.00

Cal Card Charges
Statement Date: November 23, 2018
Payment Date: December 28, 2018

Date	Description	Amount
11/7/2018	Legislative Activities in Washington, DC from Nov. 14-16, 2018 - Airfare change for D. Micalizzi	547.39
11/8/2018	Colorado River Water Users Association Annual conference in Las Vegas, NV from Dec. 11-14, 2018 - Accommodations for H. De La Torre	146.26
11/8/2018	Colorado River Water Users Association Annual conference in Las Vegas, NV from Dec. 11-14, 2018 - Accommodations for M. Baum-Haley	146.26
11/8/2018	Federal Emergency Management Agency & American Water Works Association Disaster Typing Standards workshop in Washington, DC on Nov. 15, 2018 - Accommodations for K. Hubbard	424.17 3
11/8/2018	Colorado River Water Users Association Annual conference in Las Vegas, NV from Dec. 11-14, 2018 - Airfare for M. Baum-Haley	128.18
11/9/2018	11/9/18-12/9/18 LinkedIn Learning subscription	29.99
11/10/2018	Food for staff development meeting	29.99
11/12/2018	UPS delivery charges for Board packets on Nov. 2, 2018	56.34
11/15/2018	Lunch for Managers' meeting	824.29
11/15/2018	Annual subscription for Adobe PDF conversion software	69.99
11/15/2018	Annual license for Surveygizmo software	330.00
11/15/2018	Legislative Activities in Sacramento, CA on Dec. 12, 2018 - Airfare for H. Baez	519.96
11/16/2018	California Society of Municipal Finance Officers OC Chapter meeting in Aliso Viejo, CA on Dec. 4, 2018 - Registrations for H. Chumpitazi, L. Gunawan and M. Snow	90.00
11/17/2018	Annual software subscription and support for ACT! software	1,995.00
11/19/2018	UPS delivery charges for Board packets on Oct. 5, 2018	12.04
11/19/2018	Lunch for meeting with consultant from Black and Veatch	36.71
11/19/2018	Legislative Activities in Washington, DC from Nov. 27-30, 2018 - Airfare date change for D. Micalizzi	343.12
11/21/2018	Federal Emergency Management Agency & American Water Works Association Disaster Typing Standards workshop in Washington, DC on Nov. 15, 2018 - Airfare for K. Hubbard	432.96 4
Total		<u>\$ 15,134.42</u>

- 1 Hotel reservation deposit was charged twice, refunded on 12/4/18
- 2 Hotel reservation deposit was charged twice, refunded on 12/4/18
- 3 Expense reimbursement received from AWWA
- 4 Expense reimbursement received from AWWA

Cal Card Charges
Statement Date: November 23, 2018
Payment Date: December 28, 2018

Date	Description	Amount
<u>R. Hunter Card</u>		
10/23/18-11/23/18	Meals for R. Hunter's meetings	73.27
10/25/2018	Colorado River Water Users Association Annual conference in Las Vegas, NV from Dec. 12-14, 2018 - Registration for Director Thomas	500.00
10/25/2018	Colorado River Water Users Association Annual conference in Las Vegas, NV from Dec. 12-14, 2018 - Accommodations deposit for Director Thomas	146.26 ¹
10/30/2018	Orange County Water Association Annual Holiday Party in Tustin, CA on Dec. 7, 2018 - Registration for Director Barbre	90.00
11/8/2018	Colorado River Water Users Association Annual conference in Las Vegas, NV from Dec. 12-15, 2018 - Accommodations deposit for Director Barbre	146.26
11/8/2018	Colorado River Water Users Association Annual conference in Las Vegas, NV from Dec. 12-15, 2018 - Accommodations deposit for Director Thomas	146.26
11/14/2018	Westin room rental deposit for off-site Special Board meeting on Jan. 5, 2019	500.00
11/15/2018	ACWA Fall conference in San Diego, CA from Nov. 27-30, 2018 - Partial registration refund for Director Yoo-Schneider	(379.00)
11/16/2018	California Environmental Dialogue Plenary meeting in Sacramento, CA from Dec. 5-7, 2018 - Accommodations booking fee for Director Yoo-Schneider	12.99
11/16/2018	Water Year 2019: Feast or Famine? workshop in Irvine, CA on Dec. 5, 2018 - Registration for Director Tamaribuchi	79.81
11/16/2018	California Environmental Dialogue Plenary meeting in Sacramento, CA from Dec. 5-7, 2018 - Airfare for Director Tamaribuchi	519.96
11/19/2018	Legislative Activities in Washington, DC from Nov. 27-30, 2018 - Airfare date change for Director Barbre	1,177.99 ²
11/21/2018	California Environmental Dialogue Plenary meeting in Sacramento, CA on Dec. 7, 2018 - Airfare for R. Hunter	529.96 ³
Total		<u>\$ 3,543.76</u>

- ¹ Hotel reservation deposit was charged twice, refunded on 12/4/18
- ² Director Barbre to reimburse MWDOC \$600.00
- ³ Flight canceled, refunded on 12/3/18

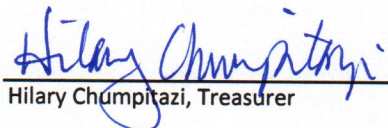
Municipal Water District of Orange County
GM Approved Disbursement Report ⁽¹⁾
For the month of December 2018

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<i>Check #</i>	<i>Date</i>	<i>Vendor # Invoice/CM #</i>	<i>Name / Description</i>	<i>Net Amount</i>
Core Disbursements:				
138586	12/14/18	USPOST 2019-BOX20895	U.S. Postal Service 2019 P.O. Box annual fee	1,210.00
			***Total ***	1,210.00
			Total Core Disbursements	<u>1,210.00</u>
Choice Disbursements:				
			Total Choice Disbursements	<u>-</u>
Other Funds Disbursements:				
138565	12/6/18	BUENAP CK393974REFUND	City of Buena Park Refund for overpayment of invoice 9645 for September 2018 Water Deliveries	36,000.00
			***Total ***	36,000.00
138613	12/28/18	WESTMS 15900	Lane M. Matsuno August 2018 Meter Accuracy Testing for Trabuco Canyon Water District	2,705.00
			***Total ***	2,705.00
			Total Other Funds Disbursements	<u>38,705.00</u>
			Total Disbursements	<u><u>39,915.00</u></u>



Robert J. Hunter, General Manager

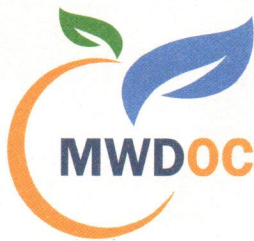


Hilary Chumpitazi, Treasurer

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

Municipal Water District of Orange County
WATER USE EFFICIENCY PROJECTS
Cash Flow as of 12/31/18

	Jul 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019	TOTALS
Cash - Beginning Balance	\$ 280,031.97	\$ 273,554.92	\$ 407,387.74	\$ 170,892.71	\$ 70,974.64	\$ (267,020.46)	\$ (230,401.04)	\$ (230,401.04)	\$ (230,401.04)	\$ (230,401.04)	\$ (230,401.04)	\$ (230,401.04)	
REVENUES:													
BUREC	4,605.00	111.00		102,395.93									\$ 107,111.93
City of Brea													-
City of Buena Park		222.00											222.00
City of Fountain Valley	222.00		1,376.29	663.05	111.00								2,372.34
City of Fullerton													-
City of Garden Grove													-
City of Huntington Beach	598.99			40.00									638.99
City of La Habra	222.00												222.00
City of San Clemente	3,244.99	9,442.99		1,683.99	3,312.00	1,245.00							18,928.97
City of San Juan Capistrano													-
City of Santa Ana													-
City of Tustin													-
City of Newport Beach		3,343.80		1,980.57		2,314.05							7,638.42
City of Orange	444.00		913.75	1,134.10	173.85	428.00							3,093.70
City of Westminster	333.00	539.00	555.00		666.00								2,093.00
County of Orange													-
Department of Water Resources													32,990.80
East Orange County Water District													-
El Toro Water District		774.00		2,544.00	4,063.10	290.00							7,671.10
Irvine Ranch Water District	8,271.11	47,878.73		11,080.04	98,495.70	108,980.16							274,705.74
Laguna Beach County Water District		15.00				30.00							45.00
Mesa Water District	66.82	197.98	170.00	140.00		356.00							930.80
Metropolitan Water District		191,093.43				27,066.04							218,159.47
Moulton Niguel Water District	38,341.68	7,726.23	10,281.98	10,872.48	21,400.00	32,011.70							120,634.07
Orange County Water District													-
Santa Margarita Water District													-
Trabuco Canyon Water District		605.76		18.98	100.00								724.74
Yorba Linda Water District		284.07											284.07
Miscellaneous Revenues													-
Miscellaneous													-
Interest Revenue	2,228.14			1,587.30									3,815.44
Total Revenues	91,568.53	262,233.99	13,297.02	134,140.44	128,321.65	172,720.95	-	-	-	-	-	-	\$ 802,282.58
EXPENDITURES:													
Budget Based Tiered Rates, Rattels			1,800.00	11,960.00	730.00	5,150.00							22,910.00
Droplet													-
IRWD													-
Golden State Water Company													-
City of Huntington Beach													-
Laguna Beach CWD													-
Metropolitan Water District	28,091.13		25,193.39	87,250.95	24,411.51								164,946.98
Mission RCD		20,060.11	18,627.78	13,404.64	2,770.71								54,863.24
Multi Family HET Direct			4,800.00		75,975.00	100,275.00							181,050.00
Pollard Water		44,516.38			3,045.00								47,561.38
Recycled Water On Site Retrofit program			11,099.50	1,384.50									12,484.00
South Coast Water District					18,800.00								18,800.00
Spray to Drip program	690.45	4,310.08	5,308.76	1,129.60	1,320.58	413.25							13,172.72
SMWD	34,905.00												34,905.00
Turf Removal	32,139.00	58,464.60	177,399.11	117,228.82	337,478.95	30,263.28							752,973.76
Water Savings Incentive Program													-
Miscellaneous Expenses													-
Interest Expense													-
Salary & Benefit			5,563.51	1,700.00	1,785.00								9,048.51
Total Expenditures	98,045.58	128,401.17	249,792.05	234,058.51	466,316.75	136,101.53	-	-	-	-	-	-	\$ 1,312,715.59
Cash - Ending Balance	\$ 273,554.92	\$ 407,387.74	\$ 170,892.71	\$ 70,974.64	\$ (267,020.46)	\$ (230,401.04)	\$ (230,401.04)	\$ (230,401.04)	\$ (230,401.04)	\$ (230,401.04)	\$ (230,401.04)	\$ (230,401.04)	



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Municipal Water District of Orange County
Consolidated Summary of Cash and Investment
November 30, 2018

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

Brett R. Barbre
President

Joan C. Finnegan
Vice President

Larry D. Dick
Director

Wayne S. Osborne
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	\$3,341,910	19.83%
Grant & Project Cash Flow	1,500,000	8.90%
Election Expense	608,000	3.61%
Building Repair	385,408	2.29%
OPEB	297,147	1.76%
Total Designated Reserves	6,132,465	36.39%
General Fund	8,914,362	52.87%
Water Fund	1,816,088	10.77%
Conservation Fund	(267,020)	(1.58%)
Desalination Feasibility Study Fund	(145,268)	(0.86%)
WEROC Fund	377,154	2.24%
Trustee Activities	28,911	0.17%
Total	\$16,856,692	100.00%


The funds are invested as follows:

Term of Investment	% of Portfolio	Book Value	Market Value
Cash	0.59%	\$99,954	\$99,954
Short-term investment			
• LAIF	57.50%	\$9,691,894	\$9,691,894
• OCIP	23.50%	3,962,150	3,962,150
Long-term investment			
• Corporate Bond	6.84%	1,152,694	1,117,757
• Certificates of Deposit	11.57%	1,950,000	1,924,157
Total	100.00%	\$16,856,692	\$16,795,912

The average number of days to maturity/call as of November 30, 2018 equaled 158 and the average yield to maturity is 2.172%. During the month, the District's average daily balance was \$27,758,736.27. 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 2018.

The (\$60,780) difference between the book value and the market value on November 30, 2018 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, 2018

11/30/2018	Par Value	Market Value	Book Value	% of Portfolio	Days to Mat/Call	YTM @ Cost
Negotiable Certificate Of Deposit	1,950,000.00	1,924,157.50	1,950,000.00	11.64	890	2.504
Corporate Bond	1,150,000.00	1,117,757.00	1,152,693.89	6.86	786	2.290
Local Agency Investment Funds	9,691,893.83	9,691,893.83	9,691,893.83	57.85	1	2.199
Orange County Investment Pool	3,962,149.83	3,962,149.83	3,962,149.83	23.65	1	1.906
Total Investments	16,754,043.66	16,695,958.16	16,756,737.55	100.00	158	2.172

Cash						
Cash	99,954.03	99,954.03	99,954.03		1	0.00
Total Cash and Investments	16,853,997.69	16,795,912.19	16,856,691.58		158	2.172

Total Earnings	Month Ending November	Fiscal Year to Date
Current Year	47,675.21	243,476.15
Average Daily Balance	27,758,736.27	
Effective Rate of Return	2.172%	

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. Per Resolution 2059 there are no compliance exceptions to report.


Robert J. Hunter, General Manager

Date

1-3-19


Hilary Chumtazi, Treasurer

Date

01/03/2018

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Portfolio Management
Short-Term Portfolio Details - Cash and Investments
November 30, 2018

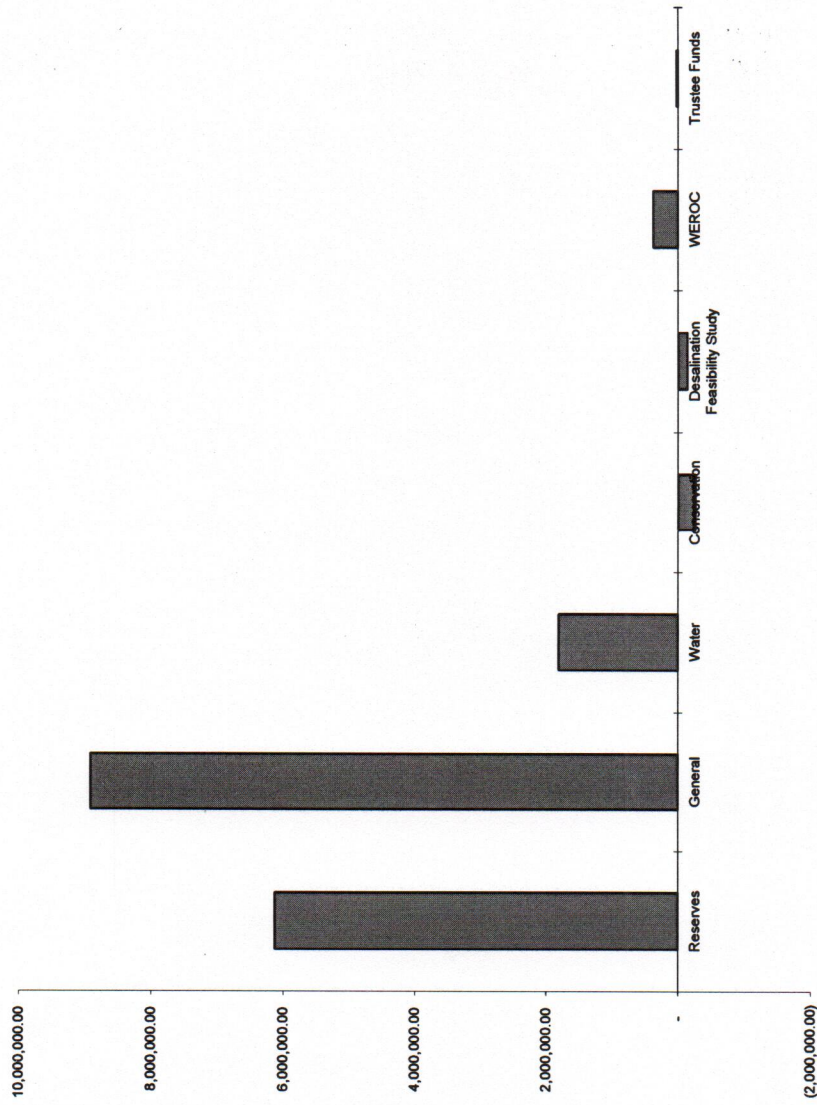
Investments	CUSIP/Ticker	Settlement Date	Par Value	Market Value	Book Value	Coupon Rate	YTM @ Cost	Days To Call/Maturity	Maturity Date
Local Agency Investment Funds									
LAIF LGIP	LAIF	6/30/2010	9,691,893.83	9,691,893.83	9,691,893.83	2.199	2.199	1	N/A
Sub Total			9,691,893.83	9,691,893.83	9,691,893.83	2.199	2.199	1	
Orange County Investment Pool									
County of Orange LGIP	OCIP	6/29/2005	3,962,149.83	3,962,149.83	3,962,149.83	1.906	1.906	1	N/A
Sub Total			3,962,149.83	3,962,149.83	3,962,149.83	1.906	1.906	1	
Total Investments			13,654,043.66	13,654,043.66	13,654,043.66	2.114	2.114		
Cash									
Petty Cash Cash	CASH	7/1/2010	500.00	500.00	500.00	0.000	0.000	1	N/A
US Bank Cash	CASHUSBANK	7/25/2018	99,454.03	99,454.03	99,454.03	0.000	0.000	1	N/A
Total Cash			99,954.03	99,954.03	99,954.03	0.000	0.000	1	
Total Cash and Investments			13,753,997.69	13,753,997.69	13,753,997.69	2.114	2.114	1	
Total Earnings									
Current Year		Month Ending November	41,593.95	Fiscal Year To Date	213,077.68				

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
Portfolio Management
Long-Term Portfolio Details - Investments
November 30, 2018

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									
Barclays Bank	06740KKY2	9/27/2017	250,000.00	239,615.00	250,000.00	2.250	2.250	1,397	9/27/2022
Capital One Bank	14042E6C9	9/2/2015	250,000.00	249,132.50	250,000.00	1.950	1.950	277	9/3/2019
Comenity Capital	20033AUX2	7/25/2017	200,000.00	193,930.00	200,000.00	2.000	2.000	959	7/16/2021
Discover Bank	254673RV0	7/25/2018	250,000.00	247,530.00	250,000.00	3.300	3.300	1,698	7/25/2023
Goldman Sachs Bank	38148PT98	8/8/2018	250,000.00	247,995.00	250,000.00	3.350	3.350	1,712	8/8/2023
HSBC Bank	40434AK65	1/21/2016	250,000.00	250,000.00	250,000.00	2.250	2.534	52	1/21/2021
Morgan Stanley Bank	61747MJ36	2/1/2018	250,000.00	246,667.50	250,000.00	2.500	2.500	794	2/1/2021
Synchrony Bank	87164XBY1	7/25/2014	250,000.00	249,287.50	250,000.00	2.050	2.050	242	7/30/2019
Sub Total			1,950,000.00	1,924,157.50	1,950,000.00	2.468	2.504	890	
Corporate Bond									
JP Morgan Chase	46625HKA7	11/2/2015	500,000.00	493,970.00	500,533.59	2.250	2.152	388	1/23/2020
National Rural Utili Coop	63743FE51	7/27/2017	200,000.00	186,806.00	200,000.00	2.500	2.500	1,323	7/15/2022
Wells Fargo	94974BGR5	1/13/2016	250,000.00	244,675.00	250,664.82	2.550	2.409	738	12/7/2020
Westpac Banking Corp	961214DQ3	7/25/2017	200,000.00	192,306.00	201,495.48	2.500	2.278	1,306	6/28/2022
Sub Total			1,150,000.00	1,117,757.00	1,152,693.89	2.402	2.290	786	
Total Investments			3,100,000.00	3,041,914.50	3,102,693.89	2.444	2.425	851	
Total Earnings									
Current Year		Month Ending November	Fiscal Year To Date						
		6,081.26	30,398.47						

Municipal Water District of Orange County Cash and Investments at November 30, 2018

ALLOCATION	AMOUNT	%
MWDOC		
Designated Reserves		
General	\$ 3,341,910	19.83%
Grant & Project Cash Flow	1,500,000	8.90%
Election Expense	608,000	3.61%
Building Repair	385,408	2.29%
OPEB	297,147	1.76%
Total Designated Reserves	6,132,465	36.39%
General	8,914,362	52.87%
Water	1,816,088	10.77%
Conservation	(267,020)	-1.58%
Desalination Feasibility Study	(145,268)	-0.86%
WEROC	377,154	2.24%
TOTAL MWDOC	\$ 16,827,781	99.83%
TRUSTEE ACTIVITIES		
AMP Sales Admin	\$ 28,911	0.17%
TOTAL TRUSTEE ACTIVITIES	\$ 28,911	0.17%
TOTAL CASH & INVESTMENTS	\$ 16,856,692	100.00%



MUNICIPAL WATER DIST OF ORANGE COUNTY
PARS Post-Employment Benefits TrustAccount Report for the Period
11/1/2018 to 11/30/2018Rob Hunter
General Manager
Municipal Water Dist of Orange County
18700 Ward Street
Fountain Valley, CA 92708

Account Summary

Source	Beginning Balance as of 11/1/2018	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 11/30/2018
OPEB	\$2,041,841.55	\$0.00	\$23,826.42	\$382.84	\$0.00	\$0.00	\$2,065,285.13
PENSION	\$200,668.23	\$0.00	\$2,341.61	\$37.63	\$0.00	\$0.00	\$202,972.21
Totals	\$2,242,509.78	\$0.00	\$26,168.03	\$420.47	\$0.00	\$0.00	\$2,268,257.34

Investment Selection

Source

OPEB **Moderate HighMark PLUS**
PENSION **Moderate HighMark PLUS**

Investment Objective

Source

OPEB 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.

PENSION 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

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	1.17%	-3.14%	0.80%	5.81%	4.97%	-	10/26/2011
PENSION	1.17%	-3.14%	-	-	-	-	7/31/2018

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, Trustee and Investment Management fees

MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
COMBINED FINANCIAL STATEMENTS
AND
BUDGET COMPARATIVE
JULY 1, 2018 THRU NOVEMBER 30, 2018

**Municipal Water District of Orange County
Combined Balance Sheet
As of November 30, 2018**

<u>ASSETS</u>	Amount
Cash in Bank	99,954.03
Investments	16,756,737.55
Accounts Receivable	31,873,508.56
Accounts Receivable - Other	223,441.16
Accrued Interest Receivable	116,543.85
Prepays/Deposits	354,797.03
Leasehold Improvements	3,735,829.68
Furniture, Fixtures & Equipment	563,307.34
Less: Accum Depreciation	<u>(2,961,395.23)</u>
TOTAL ASSETS	<u><u>\$50,762,723.97</u></u>
 <u>LIABILITIES AND FUND BALANCES</u>	
Liabilities	
Accounts Payable	32,321,151.90
Accounts Payable - Other	390.85
Accrued Salaries and Benefits Payable	415,584.35
Other Liabilities	261,117.70
Unearned Revenue	<u>954,311.68</u>
Total Liabilities	<u>33,952,556.48</u>
 Fund Balances	
Restricted Fund Balances	
Water Fund - T2C	<u>991,903.78</u>
Total Restricted Fund Balances	<u>991,903.78</u>
Unrestricted Fund Balances	
Designated Reserves	
General Operations	3,341,910.36
Grant & Project Cash Flow	1,500,000.00
Election Expense	608,000.00
Building Repair	385,407.45
OPEB	<u>297,147.00</u>
Total Designated Reserves	<u>6,132,464.81</u>
 GENERAL FUND	 3,597,158.80
WEROC Capital	25,138.00
WEROC	<u>273,656.70</u>
Total Unrestricted Fund Balances	<u>10,028,418.31</u>
Excess Revenue over Expenditures	
Operating Fund	6,110,281.68
Other Funds	<u>(320,436.28)</u>
Total Fund Balance	<u>16,810,167.49</u>
 TOTAL LIABILITIES AND FUND BALANCES	 <u><u>\$50,762,723.97</u></u>

Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
General Fund
From July thru November 2018

	Month to Date	Year to Date	Annual Budget	% Used	Encumbrance	Budget Remaining
<u>REVENUES</u>						
Retail Connection Charge	0.00	7,697,005.75	7,697,006.00	100.00%	0.00	0.25
Ground Water Customer Charge	0.00	499,012.00	499,012.00	100.00%	0.00	0.00
Water rate revenues	0.00	8,196,017.75	8,196,018.00	100.00%	0.00	0.25
Interest Revenue	45,679.01	233,139.95	390,000.00	59.78%	0.00	156,860.05
Subtotal	45,679.01	8,429,157.70	8,586,018.00	98.17%	0.00	156,860.30
Choice Programs	575.40	1,084,394.86	1,174,750.00	92.31%	0.00	90,355.14
Miscellaneous Income	722.24	3,210.07	3,000.00	107.00%	0.00	(210.07)
School Contracts	5,260.80	30,475.65	102,031.00	29.87%	0.00	71,555.35
Gain on Sale of Investments	0.00	3.61	0.00		0.00	(3.61)
Transfer-In From Reserve	0.00	0.00	5,276.00	0.00%	0.00	5,276.00
Subtotal	6,558.44	1,118,084.19	1,285,057.00	87.01%	0.00	166,972.81
TOTAL REVENUES	52,237.45	9,547,241.89	9,871,075.00	96.72%	0.00	323,833.11

Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
General Fund
From July thru November 2018

	Month to Date	Year to Date	Annual Budget	% Used	Encumbrance	Budget Remaining
<u>EXPENSES</u>						
Salaries & Wages	295,164.34	1,460,589.50	3,522,982.00	41.46%	0.00	2,062,392.50
Salaries & Wages - Grant Recovery	0.00	(3,837.94)	(6,300.00)	60.92%	0.00	(2,462.06)
Salaries & Wages - Recovery	(1,499.40)	(3,641.40)	0.00	0.00%	0.00	3,641.40
Director's Compensation	14,552.51	78,405.36	255,360.00	30.70%	0.00	176,954.64
MWD Representation	8,909.70	50,785.29	145,920.00	34.80%	0.00	95,134.71
Employee Benefits	84,827.61	431,484.78	1,108,564.00	38.92%	0.00	677,079.22
OPEB Annual Contribution	0.00	207,000.00	207,000.00	100.00%	0.00	0.00
Employee Benefits - Grant Recovery	0.00	(875.57)	0.00	0.00%	0.00	875.57
Employee Benefits - Recovery	(285.60)	(693.60)	0.00	0.00%	0.00	693.60
Director's Benefits	7,449.33	36,837.40	94,767.00	38.87%	0.00	57,929.60
Health Insurance for Retirees	4,036.70	23,554.94	70,519.00	33.40%	0.00	46,964.06
Training Expense	79.99	1,940.78	25,000.00	7.76%	(29.99)	23,089.21
Tuition Reimbursement	0.00	0.00	5,000.00	0.00%	0.00	5,000.00
Temporary Help Expense	0.00	0.00	5,000.00	0.00%	0.00	5,000.00
Personnel Expenses	413,235.18	2,281,549.54	5,433,812.00	41.99%	(29.99)	3,152,292.45
Engineering Expense	24,842.50	178,028.70	330,000.00	53.95%	146,399.70	5,571.60
Legal Expense	10,186.98	71,792.57	255,000.00	28.15%	183,207.43	0.00
Audit Expense	380.00	19,380.00	29,000.00	66.83%	0.00	9,620.00
Professional Services	71,182.65	351,527.82	1,430,758.00	24.57%	559,250.43	519,979.75
Professional Fees	106,592.13	620,729.09	2,044,758.00	30.36%	888,857.56	535,171.35
Conference-Staff	1,290.00	9,887.00	42,880.00	23.06%	(1,290.00)	34,283.00
Conference-Directors	290.81	5,555.81	24,930.00	22.29%	0.00	19,374.19
Travel & Accom.-Staff	5,381.81	14,270.42	99,600.00	14.33%	(4,266.63)	89,596.21
Travel & Accom.-Directors	3,134.07	8,905.13	51,750.00	17.21%	0.00	42,844.87
Travel & Conference	10,096.69	38,618.36	219,160.00	17.62%	(5,556.63)	186,098.27
Membership/Sponsorship	28,652.81	115,193.17	141,662.00	81.32%	(79.81)	26,548.64
CDR Support	0.00	23,522.14	47,044.00	50.00%	23,522.12	(0.26)
Dues & Memberships	28,652.81	138,715.31	188,706.00	73.51%	23,442.31	26,548.38
Business Expense	595.61	1,438.40	5,600.00	25.69%	(136.84)	4,298.44
Maintenance Office	20,318.47	42,302.82	132,796.00	31.86%	86,992.34	3,500.84
Building Repair & Maintenance	1,299.75	4,392.96	20,000.00	21.96%	15,607.04	0.00
Storage Rental & Equipment Lease	209.70	1,046.40	3,460.00	30.24%	1,413.60	1,000.00
Office Supplies	1,503.01	11,047.32	36,000.00	30.69%	1,901.16	23,051.52
Postage/Mail Delivery	941.80	3,008.77	9,000.00	33.43%	2,843.99	3,147.24
Subscriptions & Books	99.99	375.65	1,500.00	25.04%	(99.99)	1,224.34
Reproduction Expense	2,099.50	5,284.45	33,073.00	15.98%	1,302.21	26,486.34
Maintenance-Computers	0.00	2,442.19	8,000.00	30.53%	1,332.76	4,225.05
Software Purchase	1,995.00	23,574.70	45,861.00	51.40%	(1,125.80)	23,412.10
Software Support	1,483.26	22,874.31	51,934.00	44.04%	1,584.35	27,475.34
Computers and Equipment	0.00	9,041.24	11,850.00	76.30%	0.00	2,808.76
Automotive Expense	1,706.94	8,123.54	17,262.00	47.06%	0.00	9,138.46
Toll Road Charges	147.68	397.88	1,000.00	39.79%	0.00	602.12
Insurance Expense	8,787.18	46,016.37	138,500.00	33.22%	0.00	92,483.63
Utilities - Telephone	2,015.33	9,181.16	20,178.00	45.50%	901.38	10,095.46
Bank Fees	(237.51)	4,079.87	21,225.00	19.22%	0.00	17,145.13
Miscellaneous Expense	7,010.81	35,109.67	119,205.00	29.45%	(2,539.70)	86,635.03
MWDOC's Contrb. to WEROC	15,948.33	79,741.69	216,868.00	36.77%	0.00	137,126.31
Depreciation Expense	2,822.34	14,111.68	0.00	0.00%	0.00	(14,111.68)
Other Expenses	68,747.19	323,591.07	893,312.00	36.22%	109,976.50	459,744.43
Election Expense	0.00	0.00	304,000.00	0.00%	0.00	304,000.00
Building Expense	5,549.00	20,242.41	531,827.00	3.81%	32,073.00	479,511.59
Capital Acquisition	0.00	13,514.43	255,500.00	5.29%	0.00	241,985.57
TOTAL EXPENSES	632,873.00	3,436,960.21	9,871,075.00	34.82%	1,048,762.75	5,385,352.04
NET INCOME (LOSS)	(580,635.55)	6,110,281.68	0.00			

Municipal Water District of Orange County
Revenues and Expenditures Budget Comparative Report
Water Fund
From July thru November 2018

	Month to Date	Year to Date	Annual Budget	% Used	Budget Remaining
<u>WATER REVENUES</u>					
Water Sales	14,503,208.00	87,336,669.90	188,976,940.00	46.22%	101,640,270.10
Readiness to Serve Charge	903,260.48	4,516,302.40	10,902,178.00	41.43%	6,385,875.60
Capacity Charge CCF	321,247.50	1,606,237.50	3,854,976.00	41.67%	2,248,738.50
SCP/SAC Pipeline Surcharge	30,744.65	162,186.24	365,000.00	44.43%	202,813.76
Interest	<u>1,680.47</u>	<u>8,001.25</u>	<u>13,000.00</u>	<u>61.55%</u>	<u>4,998.75</u>
TOTAL WATER REVENUES	<u>15,760,141.10</u>	<u>93,629,397.29</u>	<u>204,112,094.00</u>	<u>45.87%</u>	<u>110,482,696.71</u>
<u>WATER PURCHASES</u>					
Water Sales	14,503,208.00	87,336,669.90	188,976,940.00	46.22%	101,640,270.10
Readiness to Serve Charge	903,260.48	4,516,302.40	10,902,178.00	41.43%	6,385,875.60
Capacity Charge CCF	321,247.50	1,606,237.50	3,854,976.00	41.67%	2,248,738.50
SCP/SAC Pipeline Surcharge	<u>30,744.65</u>	<u>162,186.24</u>	<u>365,000.00</u>	<u>44.43%</u>	<u>202,813.76</u>
TOTAL WATER PURCHASES	<u>15,758,460.63</u>	<u>93,621,396.04</u>	<u>204,099,094.00</u>	<u>45.87%</u>	<u>110,477,697.96</u>
EXCESS OF REVENUE OVER EXPENDITURES	<u><u>1,680.47</u></u>	<u><u>8,001.25</u></u>	<u><u>13,000.00</u></u>		

Municipal Water District of Orange County
WUE Revenues and Expenditures (Actuals vs Budget)
From July thru November 2018

	Year to Date Actual	Annual Budget	% Used
Spray To Drip Conversion			
Revenues	13,518.34	128,540.00	10.52%
Expenses	<u>14,870.06</u>	<u>128,540.00</u>	11.57%
Excess of Revenues over Expenditures	(1,351.72)	0.00	
Member Agency Administered Passthru			
Revenues	199,850.00	100,000.00	199.85%
Expenses	<u>199,850.00</u>	<u>100,000.00</u>	199.85%
Excess of Revenues over Expenditures	0.00	0.00	
ULFT Rebate Program			
Revenues	8,555.54	43,500.00	19.67%
Expenses	<u>8,555.54</u>	<u>43,500.00</u>	19.67%
Excess of Revenues over Expenditures	0.00	0.00	
HECW Rebate Program			
Revenues	103,467.54	425,000.00	24.35%
Expenses	<u>103,501.75</u>	<u>425,000.00</u>	24.35%
Excess of Revenues over Expenditures	(34.21)	0.00	
CII Rebate Program			
Revenues	109,230.00	462,500.00	23.62%
Expenses	<u>109,230.00</u>	<u>462,500.00</u>	23.62%
Excess of Revenues over Expenditures	0.00	0.00	
Turf Removal Program			
Revenues	303,311.33	1,345,000.00	22.55%
Expenses	<u>738,521.01</u>	<u>1,345,000.00</u>	54.91%
Excess of Revenues over Expenditures	(435,209.68)	0.00	
Comprehensive Landscape (CLWUE)			
Revenues	57,522.43	366,840.00	15.68%
Expenses	<u>77,905.18</u>	<u>366,840.00</u>	21.24%
Excess of Revenues over Expenditures	(20,382.75)	0.00	
Large Landscape Survey Program			
Revenues	899.76	64,000.00	1.41%
Expenses	<u>8,824.69</u>	<u>64,000.00</u>	13.79%
Excess of Revenues over Expenditures	(7,924.93)	0.00	
WSIP - Industrial Program			
Revenues	0.00	36,755.00	0.00%
Expenses	<u>0.00</u>	<u>36,755.00</u>	0.00%
Excess of Revenues over Expenditures	0.00	0.00	
WUE Projects			
Revenues	796,354.94	2,972,135.00	26.79%
Expenses	<u>1,261,258.23</u>	<u>2,972,135.00</u>	42.44%
Excess of Revenues over Expenditures	(464,903.29)	0.00	
WEROC			
Revenues	271,121.69	489,160.00	55.43%
Expenses	<u>147,478.65</u>	<u>489,160.00</u>	30.15%
Excess of Revenues over Expenditures	123,643.04	0.00	



ACTION ITEM
January 16, 2019

TO: Board of Directors

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

Robert J. Hunter, General Manager

SUBJECT: PRUDENT COMPANION POLICY

STAFF RECOMMENDATION

It is recommended that the Board of Directors: Review, discuss, and consider the existing Prudent Companion Policy and decide whether any changes should be made including whether to incorporate the policy into the MWDOC Administrative Code.

COMMITTEE RECOMMENDATION

Committee recommends (To be determined at Committee Meeting)

REPORT

At the August 16, 2018 Executive Committee meeting, President Barbre requested that the Board consider adopting and adding to the Administrative Code the following Prudent Companion Policy:

Prudent Companion Policy

§2301.5 is added to the MWDOC Administrative Code to read:

“For any travel out of state, or any legislative trips to Sacramento or Washington, D.C. paid for by MWDOC, Board and Staff are required to travel with a “prudent companion”, which may be either a Board Member or Staff member. For legislative trips, the contract lobbyist in Sacramento or Washington, D.C. shall suffice as the “prudent companion” for purposes of compliance with this section.”

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

The language was considered at the September 12, 2018 Administration & Finance (A&F) Committee Meeting with the Committee referring the item to the September 19, 2018 Board Meeting for further discussion. At that Board Meeting, President Barbre suggested that the item return to A&F for discussion. The motion to refer back to committee passed 7-0. The item was agendaized for the October 10, 2018 A&F Committee Meeting but was held for one month by Chair Thomas as Director Dick would be absent. The item was agendaized as an action item for the November 14, 2018 A&F Committee but was then held for a month by Chair Thomas as President Barbre would be absent. The item was agendaized for the December 12, 2018 A&F Committee Meeting but was held for one month as General Manager Hunter was absent. The item is now agendaized as an action item for the January 9, 2019 A&F Committee Meeting.

Current Practice

The Prudent Companion Policy is currently applied to travel to Washington, DC when MWDOC or Metropolitan business will be discussed with elected officials or staff. It is not applied for attendance at conferences in DC if no elected officials/staff discussions occur. It is not applied if Metropolitan is paying for the travel and Metropolitan business is the subject of discussion. The current practice requires that a Director be accompanied by either another MWDOC Director or Staff Member. A lobbyist is not considered a Prudent Companion. It has generally not been applied to any travel destination other than Washington, DC. While unwritten, this has been the practice for over ten years.

Two justifications have been given for the Prudent Companion Policy:

1. Washington, DC interactions are different in that they are heavily dependent on forming and maintaining relationships. Officials and staff tend to be of long tenure and an agency relationship developed by repeated visits over a protracted period of time is deemed critical to success. The relationship needs to be with MWDOC Directors and Staff rather than hired lobbyists. Two MWDOC individuals are necessary to maintain continuity when one eventually ends their relationship with MWDOC. In comparison, term limits have reduced the tenure of Sacramento elected officials and salary limitations have done the same to staff. This has increased the role and value of lobbyists in Sacramento.
2. Because different people can hear different things and reach different conclusions from the same meeting, the MWDOC Board concluded that there was value in having two MWDOC individuals in each DC meeting to corroborate each person's understanding.

Policy Changes under Director Barbre's Proposed Language

- A. A decade old unwritten policy would become part of the Administrative Code
- B. The policy would be significantly expanded
 - a. Instead of applying to only Washington, DC, the new policy would apply to any out of state travel and any legislative travel to Washington, DC or Sacramento, CA
 - b. Instead of applying only to discussions with elected officials or staff, the new policy would apply to all out of state travel (including conferences) and legislative trips to DC and Sacramento
 - c. The policy would be expanded from covering Directors to covering Directors and Staff
- C. The basis for policy implementation would be shifted from "doing MWDOC business" to "paid for by MWDOC" and thereby significantly changing the purpose

- D. The new policy would reverse the prohibition on using contract lobbyists as prudent companions

In short, the proposed language reverses the intent and application of the current practice and greatly expands the policy and associated costs

Board Options

There are a wide range of options that are open to the Committee and Board of Directors to consider and adopt:

Option 1 – No Action

The Directors can continue the existing policy as it has been implemented for over a decade.

Option 2 – Formalize the Existing Policy

The Directors can adopt the Existing Prudent Companion Policy into MWDOC's Administrative Code. Possible Code language is:

"For any legislative trips to Washington, D.C. during which MWDOC business will be discussed or transacted with elected officials, staff or other representatives, Board Directors are required to travel with a "prudent companion", which may be either a MWDOC Board Member or Staff member. A contract lobbyist shall not suffice as the "prudent companion" for purposes of compliance with this section."

Option 3- Adopt the Policy Proposed by Director Barbre

The Directors can adopt the policy language proposed by Director Barbre into MWDOC's Administrative Code as presented above.

Option 4 – Adopt a Modified Prudent Companion Policy

As Director Barbre's proposed policy is a significant modification of the existing unwritten policy but components of the existing policy may be deemed inadequate or undesirable, the Board could formally adopt a policy into the Administrative Code that is different from both the existing and the alternate policies.

Option 5 – Eliminate the Prudent Companion Policy

The Directors can abolish the existing policy and not implement any replacement.



ACTION ITEM
January 16, 2019

TO: Board of Directors

FROM: Brett R. Barbre, President

SUBJECT: **STANDING COMMITTEE AND AD HOC COMMITTEE APPOINTMENTS FOR 2019; SCHEDULE OF COMMITTEE MEETING DATES FOR 2019**

PRESIDENT'S RECOMMENDATION

It is recommended that the Board of Directors: (1) ratify the list of Standing Committee and Ad Hoc Committee Appointments as presented by the President of the Board; and (2) ratify Committee meeting dates/times for 2019.

COMMITTEE RECOMMENDATION

This item was not presented to a Committee.

SUMMARY

In accordance with the MWDOC Administrative Code, the Board of Directors shall consider the appointment of members of its Standing Committees by the end of February of each year. It also provides the Board shall review and establish Special Committees as appropriate. Members shall be appointed to Standing and Special Committees by the President of the Board and ratified by the Board of Directors. The current Standing Committees of the Board of Directors are:

Administration & Finance Committee
Planning & Operations Committee
Public Affairs & Legislation Committee
Executive Committee
MWDOC/OCWD Joint Planning Committee

Attached is President Barbre's slate of nominations to MWDOC Standing and Ad Hoc Committees, along with proposed meeting dates for the upcoming year.

Budgeted (Y/N): NA	Budgeted amount: NA	Core ____	Choice ____
Action item amount: NA		Line item:	
Fiscal Impact (explain if unbudgeted):			

2019
STANDING COMMITTEE APPOINTMENTS
Municipal Water District of Orange County

STANDING COMMITTEE	MEMBERS	COMMITTEE DATE (Attached is List of Exact Dates for 2016)
Executive Committee (President, Vice President and Immediate Past President)	B. Barbre, Chair J. Finnegan W. Osborne	Thursday following Regular Board meeting 8:30 a.m.
Administration & Finance Committee	J. Thomas, Chair J. Finnegan W. Osborne	2 nd Wednesday 8:30 a.m.
Planning & Operations Committee	M. Yoo Schneider, Chair L. Dick S. Tamaribuchi	1 st Monday 8:30 a.m.
Public Affairs & Legislation Committee	L. Dick, Chair J. Thomas W. Osborne	3 rd Monday 8:30 a.m.
MWDOC/OCWD Joint Planning Committee	B. Barbre, Chair L. Dick W. Osborne	4 th Wednesday 8:30 a.m. (quarterly)
AD HOC COMMITTEES	Members	Staff Lead
Ad Hoc Committee on Water Policy Forum	B. Barbre L. Dick J. Thomas	D. Micalizzi
Ad Hoc Committee on Non-Basin Member Agency Relations	J. Thomas M. Yoo Schneider S. Tamaribuchi	R. Hunter
Ad Hoc Committee on Basin Member Agency Relations	B. Barbre L. Dick W. Osborne	R. Hunter
Ad Hoc Committee Re Water Summit	J. Thomas M. Yoo Schneider B. Barbre	D. Micalizzi
Ad Hoc Committee on MWDOC/OCWD Building Issues	J. Finnegan S. Tamaribuchi	C. Harris
Ad Hoc Committee on Desalination	B. Barbre L. Dick J. Thomas	R. Hunter K. Seckel
Ad Hoc Committee re Strand Ranch Project	B. Barbre S. Tamaribuchi J. Thomas	

**STANDING COMMITTEE DATES FOR 2019
(Through January 2020)**

Planning & Operations Committee

*This Committee generally meets the first Monday of each month at 8:30 a.m. An * indicates those months requiring a change in the meeting date and/or time (due to holiday or conflict)*

Monday	February 4, 2019	8:30 a.m.
Monday	March 4, 2019	8:30 a.m.
Monday	April 1, 2019	8:30 a.m.
Monday	May 6, 2019	8:30 a.m.
Monday	June 3, 2019	8:30 a.m.
Monday	July 1, 2019	8:30 a.m.
Monday	August 5, 2019	8:30 a.m.
*Tuesday	September 3, 2019	8:30 a.m. (Meets on Tuesday due to holiday)
Monday	October 14, 2019	8:30 a.m. (2 nd Monday due to conflict with MET)
*Tuesday	November 12, 2019	8:30 a.m. (Change due to MET mtgs and holiday)
Monday	December 2, 2019	8:30 a.m.
Monday	January 6, 2020	8:30 a.m.

Administration & Finance Committee

*This Committee generally meets the second Wednesday of each month at 8:30 a.m. An * indicates those months requiring a change in the meeting date (due to holiday or conflict)*

Wednesday	January 9, 2019	8:30 a.m.
Wednesday	February 13, 2019	8:30 a.m.
Wednesday	March 13, 2019	8:30 a.m.
Wednesday	April 10, 2019	8:30 a.m.
Wednesday	May 8, 2019	8:30 a.m.
Wednesday	June 12, 2019	8:30 a.m.
Wednesday	July 10, 2019	8:30 a.m.
Wednesday	August 14, 2019	8:30 a.m.
Wednesday	September 11, 2019	8:30 a.m.
Wednesday	October 9, 2019	8:30 a.m.
Wednesday	November 13, 2019	8:30 a.m.
Wednesday	December 11, 2019	8:30 a.m.
Wednesday	January 9, 2020	8:30 a.m.

Public Affairs & Legislation Committee

*This Committee generally meets the third Monday of each month at 8:30 a.m. An * indicates those months requiring a change in the meeting date (due to holiday or conflict)*

Monday	January 21, 2019	8:30 a.m.
*Tuesday	February 19, 2019	8:30 a.m. (Tuesday due to holiday)
Monday	March 18, 2019	8:30 a.m.
Monday	April 15, 2019	8:30 a.m.
Monday	May 20, 2019	8:30 a.m.

Budgeted (Y/N):	Budgeted amount:	Core __	Choice __
Action item amount:		Line item:	
Fiscal Impact (explain if unbudgeted):			

Monday	June 17, 2019	8:30 a.m.
Monday	July 15, 2019	8:30 a.m.
*Monday	August 12, 2019	8:30 a.m. (Second Monday due to conflict with MET)
Monday	September 16, 2019	8:30 a.m.
Monday	October 21, 2019	8:30 a.m.
Monday	November 18, 2019	8:30 a.m.
Monday	December 16, 2019	8:30 a.m.
Monday	January 20, 2020	8:30 a.m.

Executive Committee

*This Committee generally meets the Thursday following the Regular Board Meeting at 8:30 a.m.; the Regular Board meeting is held the third Wednesday of each month at 8:30 a.m. An * indicates those months requiring a change in the meeting date (due to holiday or conflict)*

Thursday	January 17, 2019	8:30 a.m.
Thursday	February 21, 2019	8:30 a.m.
Thursday	March 21, 2019	8:30 a.m.
Thursday	April 18, 2019	8:30 a.m.
Thursday	May 16, 2019	8:30 a.m.
Thursday	June 20, 2019	8:30 a.m.
Thursday	July 18, 2019	8:30 a.m.
Thursday	August 22, 2018	8:30 a.m.
Thursday	September 19, 2019	8:30 a.m.
Thursday	October 17, 2019	8:30 a.m.
Thursday	November 21, 2019	8:30 a.m.
Thursday	December 19, 2019	8:30 a.m.
Thursday	January 16, 2020	8:30 a.m.

MWDOC/OCWD Joint Planning Committee Meetings

*This Committee generally meets the fourth Wednesday of each month at 8:30 a.m. An * indicates those months requiring a change in the meeting date (due to holiday or conflict)*

Wednesday	January 23, 2019	8:30 a.m.
Wednesday	April 24, 2019	8:30 a.m.
Wednesday	July 24, 2019	8:30 a.m.
Wednesday	October 23, 2019	8:30 a.m.

MWDOC Elected Officials Forums

These meetings are held twice a year (April/November); historically on the first Thursday of the month

Wednesday	April 4, 2019	6:00 p.m.
Thursday	November 7, 2019	6:00 p.m.

Workshop Board Meeting Dates

These meetings are held the first Wednesday of each month; if the first Wednesday falls on a holiday, the Board shall determine the date

Wednesday	January 2, 2019	8:30 a.m.
Wednesday,	February 6, 2019	8:30 a.m.

Wednesday	March 6, 2019	8:30 a.m.
Wednesday	April 3, 2019	8:30 a.m.
Wednesday	May 1, 2019	8:30 a.m.
Wednesday	June 5, 2019	8:30 a.m.
Wednesday	July 3, 2019	8:30 a.m.
Wednesday	August 7, 2019	8:30 a.m.
Wednesday	September 4, 2019	8:30 a.m.
Wednesday	October 2, 2019	8:30 a.m.
Wednesday	November 6, 2019	8:30 a.m.
Wednesday	December 4, 2019	8:30 a.m.

Regular Board Meeting Dates

These meetings are held the third Wednesday of each month; if the third Wednesday falls on a holiday, the Board shall determine the date

Wednesday	January 16, 2019	8:30 a.m.
Wednesday,	February 20, 2019	8:30 a.m.
Wednesday	March 20, 2019	8:30 a.m.
Wednesday	April 17, 2019	8:30 a.m.
Wednesday	May 15, 2019	8:30 a.m.
Wednesday	June 19, 2019	8:30 a.m.
Wednesday	July 17, 2019	8:30 a.m.
Wednesday	August 21, 2019	8:30 a.m.
Wednesday	September 18, 2019	8:30 a.m.
Wednesday	October 16, 2019	8:30 a.m.
Wednesday	November 20, 2019	8:30 a.m.
Wednesday	December 18, 2019	8:30 a.m.
Wednesday	January 15, 2020	8:30 a.m.



ACTION ITEM
January 16, 2018

TO: Board of Directors
FROM: Brett R. Barbre, President
SUBJECT: ASSOCIATION AND COMMISSION APPOINTMENTS FOR 2019

PRESIDENT'S RECOMMENDATION

It is recommended that the Board of Directors:

1. Ratify the appointment of Representatives and Alternates to Associations as presented by the President of the Board; and
2. Adopt proposed Resolution approving the appointment of one Representative and one Alternate to the Santiago Aqueduct Commission (SAC), for submission to SAC.

COMMITTEE RECOMMENDATION

To be determined.

DETAILED REPORT

In accordance with Board policy, the appointment of MWDOC Board Representatives to outside associations are to be considered by the end of February of each year. The policy provides that appointments shall be ratified by the Board of Directors, as presented by the President of the Board.

Attached are President Barbre's recommendations for Association and Commission appointments for 2019.

Budgeted (Y/N): N/A	Budgeted amount:	Core __	Choice __
Action item amount:	Line item:		
Fiscal Impact (explain if unbudgeted):			

2019 AGENCY REPRESENTATIVES' APPOINTMENTS Municipal Water District of Orange County		
Association/Commission	Members	Normal Meeting Times
Santiago Aqueduct Commission	Rep.: J. Thomas Alt: K. Seckel	March, June, September, December; 3 rd Thurs. at 8:30 a.m.
Water Advisory Committee of Orange County (WACO) Planning Committee <i>Staff Support: H. Baez</i>	Rep: J. Finnegan L. Dick	3 rd Tuesday 7:30 am
Independent Special Districts of OC (ISDOC) <i>Staff Support: H. Baez</i>	Rep: J. Finnegan L. Dick	1 st Tues 7:30 am
NWRA Municipal Caucus <i>Staff Support: H. Baez</i>	Rep: L. Ackerman Alt: B. Barbre	
Southern California Water Committee <i>Staff Support: H. Baez/R. Hunter</i>	Reps: M. Yoo Schneider S. Tamaribuchi L. Dick	
Orange County Business Council www.ocbc.org Legislative <i>Staff Support: H. Baez</i> Infrastructure <i>Staff Support: H. Baez/R. Hunter</i>	Reps: B. Barbre L. Dick Reps: L. Dick S. Tamaribuchi	1/4/19 9:30 am 2/1/19 9:30 am 3/1/19 9:30 am (the balance of meeting dates for 2019 have not been set) 1/8/18 7:30 am (the balance of meeting dates have not been set)
California Special Districts Association <i>Staff Support: H. Baez</i>	Rep: J. Finnegan Alt: L. Dick	

Colorado River Water Users Association <i>Staff Support: H. DeLaTorre</i>	MWDOC Board of Directors	Annually in Dec.
Center for Demographic Research Oversight Committee <i>Staff Support: K. Seckel</i>	Rep: J. Finnegan Alt: B. Barbre	
ACWA Joint Powers Insurance Authority <i>Staff Support: C. Harris</i>	Rep: J. Finnegan Alt: L. Dick	
ACWA Federal Affairs Committee <i>Staff Support: H. Baez</i>	Rep: B. Barbre Alt: L. Ackerman	
ACWA Local Government Committee <i>Staff Support: H. Baez</i>	Reps: L. McKenney Alt: S. Tamaribuchi	
ACWA Region 10 <i>Staff Support: H. Baez</i>	All Directors Eligible to Attend	
Orange County Council of Governments <i>Staff Support: H. Baez</i>	Rep: J. Finnegan Alt: M. Yoo Schneider	4 th Thurs. at 10:30 am (dates have not been finalized)
Orange County Operational Area Executive Board <i>Representative Appointed by ISDOC</i> <i>Staff Support: K. Hubbard</i>	Rep: K. Hubbard	Quarterly, 2:45 pm (normally Wed)
CALDesal <i>Staff Support: K. Seckel</i>	Rep: L. Dick W. Osborne M. Yoo Schneider	
South Orange County Economic Coalition <i>Staff Support: H. Baez</i>	Rep: J. Thomas Alt: M. Yoo Schneider	
South Orange County Watershed Management Area Executive Committee <i>Staff Support: K. Seckel, C. Busslinger</i>	Rep: M. Yoo Schneider Alt: J. Thomas	
Association of California Cities; Orange County <i>Staff Support: H. Baez</i>	Rep: L. Dick Alt: B. Barbre	

RESOLUTION NO. _____
MUNICIPAL WATER DISTRICT OF ORANGE COUNTY

**RE: DESIGNATION OF MEMBER AND
ALTERNATES TO SANTIAGO AQUEDUCT COMMISSION**

2019

WHEREAS, the Santiago Aqueduct Commission (SAC) was formed to manage and operate the Santiago Aqueduct system; and

WHEREAS, the SAC consists of six (6) members, one member each of the governing bodies from El Toro Water District, Irvine Ranch Water District, Trabuco Canyon Water District, Santa Margarita Water District, Moulton Niguel Water District and Municipal Water District of Orange County (MWDOC); and

WHEREAS, it is understood that MWDOC represents itself and East Orange County Water District, County of Orange and the Irvine Company; and

WHEREAS, under the provisions of the Santiago Aqueduct Commission Joint Powers Agreement, MWDOC has the right to designate one member to the SAC and a first and second alternate to serve in the absence of the regular member.

NOW, THEREFORE, BE IT RESOLVED that MWDOC hereby designates Jeffery M. Thomas as the member, and Karl Seckel as the alternate to the Santiago Aqueduct Commission, to assume their positions upon taking the oath of office.

Said Resolution was adopted this _____ day of _____, 2019 by the following roll call vote.

AYES:
NOES:
ABSENT:
ABSTAIN:

I HEREBY CERTIFY the foregoing is a full, true and correct copy of Resolution No. _____ adopted by the Board of Directors of Municipal Water District of Orange County at its meeting held on _____.

Maribeth Goldsby, Secretary
Municipal Water District of Orange County



DISCUSSION ITEM

January 9, 2019

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

FROM: Robert Hunter, General Manager

Staff Contact: Hilary Chumpitazi

SUBJECT: Fiscal Year (FY) 2018-19 Budget Year-End Projections & Conceptual FY
2019-20 Budget Review

STAFF RECOMMENDATION

Staff recommends the Administration & Finance Committee discuss the budget year-end projections, upcoming budget process & key assumptions, and direct the General Manager as appropriate.

COMMITTEE RECOMMENDATION

Committee recommends (To be determined at Committee Meeting)

REPORT

Projected Year-End Estimates for FY 2018-19

As staff begins preparation for the upcoming budget, initial projections have been prepared for the remaining months of the current fiscal year in order to calculate the FY 2018-19 Year-End estimates. It is important to note, these projections utilize only five months of actual expenditures and estimate the remaining seven months in order to meet the upcoming budget schedule. Preliminary variance estimates for the FY2018-19 core budget include:

1. The total variance for the Core Budget is projected to be \$445,478 (5.2%) under budget including revenue being \$180,000 over budget and expenses being \$265,478 under budget. This offsets the budgeted draw from reserves of \$5,277 to

Budgeted (Y/N): N	Budgeted amount: n/a	Core _X_	Choice __
Action item amount: None	Line item:		
Fiscal Impact (explain if unbudgeted):			

yield a projected \$440,201 contribution to reserves. There are several major contributing factors to this variance. Only one of three director seats were contested in the election avoiding an approximately \$348,000 draw on the election reserve. On the revenue side, interest rates increased more than expected leading to \$180,000 more revenue than was budgeted. The expenses for Legal and Professional Fees were approximately \$210,000 under budget.

2. The election reserve ceiling is set at \$696,000. At the beginning of FY18-19 the election reserve was at \$608,000. The projected election expense for FY18-19 is \$174,000. We will be contributing \$262,000 to replenish the reserve completely in FY18-19.
3. Core Staff Salaries and Benefits have a projected negative variance of approximately \$29,000 caused by lower health insurance rate increases than budgeted and salary savings during staffing transitions.
4. The MWDOC & MWD Director Compensation and Benefits line items are about \$42,000 under budget due to fewer meetings being submitted than budgeted for the per diem compensation.
5. Professional Fees originating from departments not related to engineering and MET are projected to be approximately \$87,000 under budget. The majority of this variance is associated with the Water Use Efficiency Core item Landscape Education (\$48,000) being paid by carry-over funds from last year. The other major contributor is Outside Financial Consultant budget item that was established in lieu of hiring a Chief Financial Officer of \$40,000.
6. The Engineering Expense line item shows as being approximately \$158,000 over budget in part due to the carryover of encumbered funds from the prior year's budget being used to cover current year expenses as well as the acceleration of project timing.
7. The core Legal Expenses are projected to be approximately \$88,000 under budget. This is a continuing trend of reduced legal costs and will be adjusted in the FY 2019-20 budget.

Projected Reserve Fund Balances

One goal of the budget process is the early identification of Reserve Fund impacts. The stated goal of the Board of Directors is to have reserves fully funded and that the budget should be balanced relative to meeting those reserve targets. In other words, if the combination of previous fiscal year's audited reserve balances and the current fiscal year year-end projections indicate that the reserve target will be exceeded then the proposed budget should include a draw from the reserve balance down to the target. Conversely if the projected total will drop the reserve balance below the target then the proposed budget should increase the budgeted contribution to reserves back up to the target.

The MWDOC designated reserve targets for FY2019-20 and the financial audit balances at the beginning of FY2018-19 are summarized in the table below and indicated a total

unfunded balance of \$234,469 (i.e., Total Target (-) Total Current Balance). As indicated in #1 (above) a total of \$440,201 is projected to be available for contribution to reserves from the FY2018-19 operations. Part of these funds are allocated to the General Operations, Building, and Election Reserves as indicated in the table column "FY2018-19 Projected Year End Reclass to Reserves". All reserves will be fully funded by these actions.

An additional \$205,732 (\$440,201-\$234,469) is available in excess of the fully funded reserve targets. Therefore, the goal for rate setting in the FY2019-20 budget will be to have a budget deficit of \$205,732 to draw down the reserve.

Designated Reserves	# Days Cash	FY 2019-20 Target Reserve*	FY 2018-19 Current Balance	FY 2018-19 Projected Year End Reclass to Reserves	FY 2019-20 Projected Reserve Balance
General Operations	90-180	\$ 3,460,419	\$ 3,341,910	\$ 118,508	\$ 3,460,419
Grant & Project Cash Flow		1,500,000	1,500,000	-	1,500,000
Building Reserve	10-15	413,368	385,407	27,961	413,368
Election Reserve	N/A	696,000	608,000	88,000	696,000
OPEB Reserve est.9/2016	N/A	297,147	297,147	-	297,147
TOTALS		\$ 6,366,934	\$ 6,132,465	\$ 234,469	\$ 6,336,934

MWDOC Budget Process FY 2019-20

Last year, MWDOC implemented its new schedule where the budget process was accelerated by one month. This schedule change, to adopt the final MWDOC budget up one month earlier (April), is to facilitate the budget and rate schedules of our member agencies. Therefore, under this schedule, the Year-End Projections and Conceptual Budget (assumptions) are discussed at the January 9 Administration & Finance (A&F) Committee, followed by the first draft budget presented at the February 13, 2019 A&F Committee meeting. The final budget is scheduled for approval by the MWDOC Board of Directors at the April 10, 2019 Board meeting.

Similar to last year, the Choice budget elections and commitments will lag behind this proposed schedule and staff will bring back to the Board a revised Final Choice Budget in September 2019 to reflect the reconciliations and final program commitments of our Member Agencies. These changes will not impact the rates and charges passed in April for Core activities.

Proposed Key Additions & Assumptions for Developing the FY 2019-20 Draft Budget

In preparation of the Proposed Budget for FY 2019-20, staff has begun assessing the following key additions and assumptions:

- As previously discussed in the A&F Committee, two new FTE (0.5 FTE Core & 1.5 FTE Choice) will be proposed for the Water Loss Control Program in the Water Use Efficiency Budget. Equipment and Training Costs of approximately \$85,400 for initiation of Water Loss Control Shared Service also will be included.
- One new FTE is proposed in the Engineering Department to assist in the transitioning for the upcoming retirement of the Assistant General Manager. Such one year overlay is recommended to allow for a seamless transition of institutional knowledge and expertise. This has also been discussed in A&F.
- Only one new organization membership is being considered: CMUA (California Municipal Utilities Association)
- The Engineering Professional Service Budget will increase.

Engineering staff has a number of activities that have begun in this fiscal year that will continue into the next fiscal year. The projected year end numbers for this year and the budget numbers for next year are based on estimated start times and levels of expenditures for the various tasks as estimated for each period. Expenditure timing differences from forecasts will be accommodated in next year's budget. The main items being worked on include:

- the water system operations and integration of new supplies including potential water quality impacts,
- water reliability study follow-up items with MET,
- work associated with the small non-compliant water systems in California to help avoid State requested "water funding" from retailers to correct the non-compliant problems,
- evaluation of the Strand Ranch "drought protection" program,
- continuation of efforts related to pump-in of the EOCF#2 and the IRWD Regional South County Interconnection work,
- initial work on the shutdown of the AMP to accommodate MET's PCCP relining work scheduled for future years (this only relates to the planning for the work, not the actual shutdowns).
- development of a hydraulic model of the OC regional distribution system and incorporation of water quality modules into the hydraulic model. Staff is working with MET to see if we can leverage existing model information from the MET hydraulic model to avoid having to replicate that work. We are accelerating the initiation of the hydraulic modeling work into the current year with the majority of the work occurring in the next fiscal year.

Staff will continue working on preparation of the budget towards publication of the first draft in February for distribution to the Board and the member agencies.

**Administration Activities Report
December 7, 2018 to January 3, 2019**

7a

Activity	Summary
Administration/Board	<p>Staff worked on the following:</p> <ul style="list-style-type: none"> • Scheduled meetings for Rob Hunter and other various meetings of the Board members. • Assisted Rob/Karl with various write ups and follow-up for the Committees and Board. • Continue to send the Water Supply Reports to the member agencies. • Continued training of new administrative staff. • Processed and reviewed agreements for appropriate board approval and insurance requirements. • Review Insurance documents for all District Agreements • Coordinate FTP sites with IT. • Coordinate appropriate meeting space for January 5th Special Board Meeting. • Assisted Government Affairs Manager with preparation of correspondence and travel. • Drafted the General Manager's Report. • Prepared Public Affairs & Legislative, Planning & Operations and Administration & Finance Committee packets and minutes. • Processed several Agreements. • Piloting Lynda.com • Made travel arrangements for a trip to DC, CRWUA, Plenary Meeting. • Booked a hotel room for WACO speaker. • Created an Annual Conference Calendar • Completed a building maintenance/replacement schedule. • Scheduled a meeting between MWDOC and SCWD. • Scheduled a meeting with Ed Means, Rob and Harvey.
MWDOC/OCWD Joint Administration	No new information to report.
Health Benefits	Open enrollment for Health Benefits and Flexible benefits was completed and is now closed.
Records Management	<ul style="list-style-type: none"> • Review and reorganization of electronic documents in Laserfiche system continues. • The final email purge occurred on January 2, 2019. All emails older than 90 days were purged. This will be ongoing, and any emails more than 90 days old will continue to be purged. • The process of deleting Laserfiche documents with a destruction date of 12/31/2018 is beginning. Destruction orders will be distributed for signature as required. • We have scheduled April 8 and 9 for our annual records management audit. Department drives will be reviewed, as well as the shared drive. Recommendations will be made for improvement/efficiency if necessary. Diane Gladwell will be here to help facilitate this process.

Recruitment /Departures	<ul style="list-style-type: none"> • All positions are currently filled.
Other	
Projects and Activities	<ul style="list-style-type: none"> • Staff continues review of the Personnel Manual. • Staff is continuing to review proposals from consultants on evaluating options for improvements to the District's Performance Evaluation process. • Staff is reviewing and providing input for the Master Plan Schematic for Phase 1 and 2 of the office improvements. • Staff coordinated holiday gift giving through Miracles for Kids. • Staff is evaluating options in an HVAC unit for the server room. • Implementation and training will commence this month to utilize Neogov's job posting subscription which will enable MWDOC to advertise job postings within a format used nationally by many public sector agencies, as well as provide improved tracking and screening of applicants. • Attended BBK 2019 Annual Labor and Employment Law Update. • Staff is working on Budget preparation for 2019/20. • Staff is evaluating cost comparison of using OCWD's landscape company in lieu of current company for MWDOC's Atrium Landscape maintenance. • Staff is researching Met's purchasing program and the possibility of utilizing some of the vendors for possible cost savings. • Staff is currently updating the District's Act database utilizing information from the recent election results. • Staff is currently compiling the annual MWDOC Member Agency Directory.

**INFORMATION ITEM**

January 9, 2019

TO: Administration & Finance Committee
(Directors Thomas, Dick, 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 2018-19.

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
2018 W-9 collection for water rebates. Currently holding 2 rebate checks awaiting W-9 forms.	On-going	On-going	In Progress
Pulled 83 W-9's to respond to an IRS penalty notice for 2016 1099 filings. Legal counsel responded. Waiting for IRS to reply, which they extended.	90%	01-30-19	In Progress
Government Compensation in California Report 2018	0%	03-30-19	Not Started
State Controller Report preparation FY2017-18	0%	01-31-19	Not Started
Preparation of documents for FY2019-20 budget process.	20%	05-31-19	In Progress
RFP for Actuarial Services. We have been with Demsey Filliger for 5 years.	0%	05-31-19	Not Started

Description	% of Completion	Estimated Completion date	Status
<u>Information Technology</u>			
Network security issues (hackers, viruses and spam emails)	On-going	On-going	Continuous system monitoring
Purchase and upgrade Virtual Hyper-V Host Server (Hardware and Software)	100%	12-31-18	Completed
Purchase and upgrade Conference room 101 with Interactive board	0%	06-30-19	Not Started
Upgrade VOIP telephone phone system (Hardware and software)	20%	03-31-19	In Progress

Description	% of Completion	Estimated Completion date	Status
<u>FY 2018-19 Completed Special Tasks</u>			
<u>Finance</u>			
Annual audit with Vazquez & Co. Interim audit week of July 9 th ; final audit week of September 17 th	100%	11-14-18	Completed
Prepare for year end, post closing entries and prepare annual financials. Awaiting audit presentation.	100%	10-24-18	Completed
State Tax filing for Water Facilities FY17-18	100%	09-30-18	Completed
<u>Information Technology</u>			
Upgrade Exchange Server to Enterprise Version	100%	09-30-18	Completed
Purchase and upgrade 5 desktop computers, 3 laptops and an iPad for Staff	100%	09-30-18	Completed



INFORMATION ITEM

January 9, 2019

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

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

SUBJECT: Monthly Water Usage Data, Imported Water Projections, 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 Imported Water Sales for MWD OC, and selected water supply information.

- OC Water Usage, Monthly by Supply **OCWD Groundwater was the main supply in November.**
- OC Water Usage, Monthly, Comparison to Previous Years Water usage in **November 2018 was above average compared to the last 5 years.** We are continuing to see slight increases in overall water usage compared to the previous three Fiscal Years. It has been 21 months since all mandatory water restrictions were lifted by the California State Water Resources Control Board.
- Historical OC Water Consumption Orange County M & I water consumption is projected to be **553,000 AF in FY 2018-19** (this includes ~15 TAF of agricultural usage and non-retail water agency usage). This is about **13,000 AF more than FY 2017-18** and is about **33,000 AF more than FY 2016-17**. Water usage per person is projected to be slightly higher in **FY 2018-19 for Orange County at 153 gallons per day** (This includes recycled water). Although OC population has increased 20% over the past two decades, water usage has not increased, on average. A long-

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):			

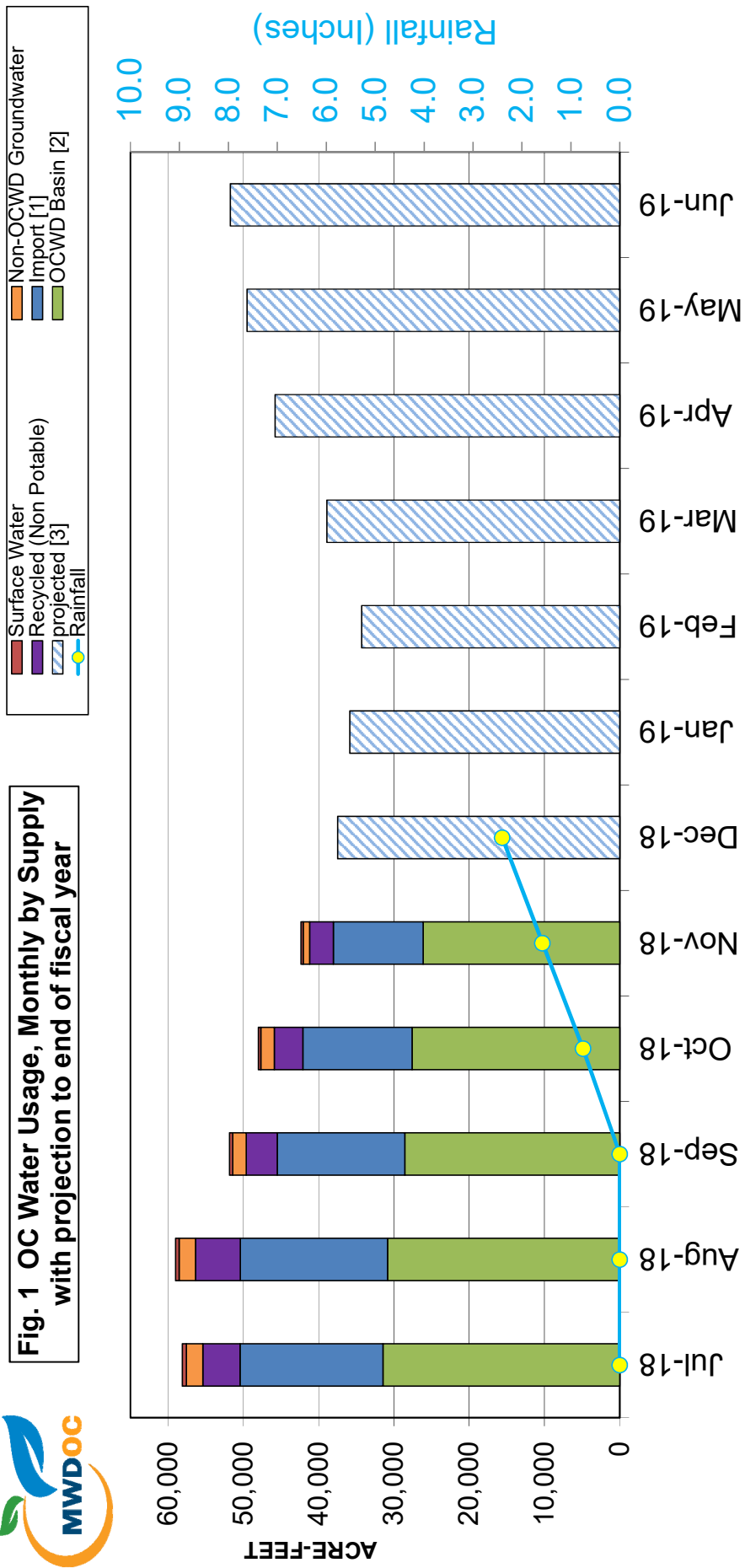
term decrease in per-capita water usage is attributed mostly to Water Use Efficiency (water conservation) efforts. ***O.C. Water Usage for the last three Fiscal Years is the lowest since the 1982-83 Fiscal Year*** (FY 1982-83 was the third wettest year on record).

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 have 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. Water year to date rainfall in Orange County is **4.73 inches**, which is **127% of normal**.
- Northern California accumulated precipitation through **December** was **86% of normal for this period**. Water Year 2018 was 82% of normal while water year 2017 was 187% of normal. The **Northern California snowpack** was **71% of normal** as of December 27th. **As of late December, 75.17%** of California is experiencing **moderate to extreme drought conditions** while 100.00% of the state is experiencing abnormally dry conditions. The State Water Project Contractors Table A Allocation was initially set at 10% in December 2018.
- Colorado River Basin accumulated precipitation through **December was 100% of normal** for this period. The **Upper Colorado Basin snowpack was 93% of normal** as of December 26th. **Lake Mead and Lake Powell** combined have about **57% of their average storage volume** for this time of year and are at **40.3% of their total capacity**. 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 to the Lower Basin states. As of late December, Lake Mead levels were **6.34' above the "trigger" limit**. The USBR predicts that the start of 2019 will not hit the "trigger" level but there is **a 57% chance that the trigger level will be hit in 2020 and a 68% chance in 2021**.



**Fig. 1 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.

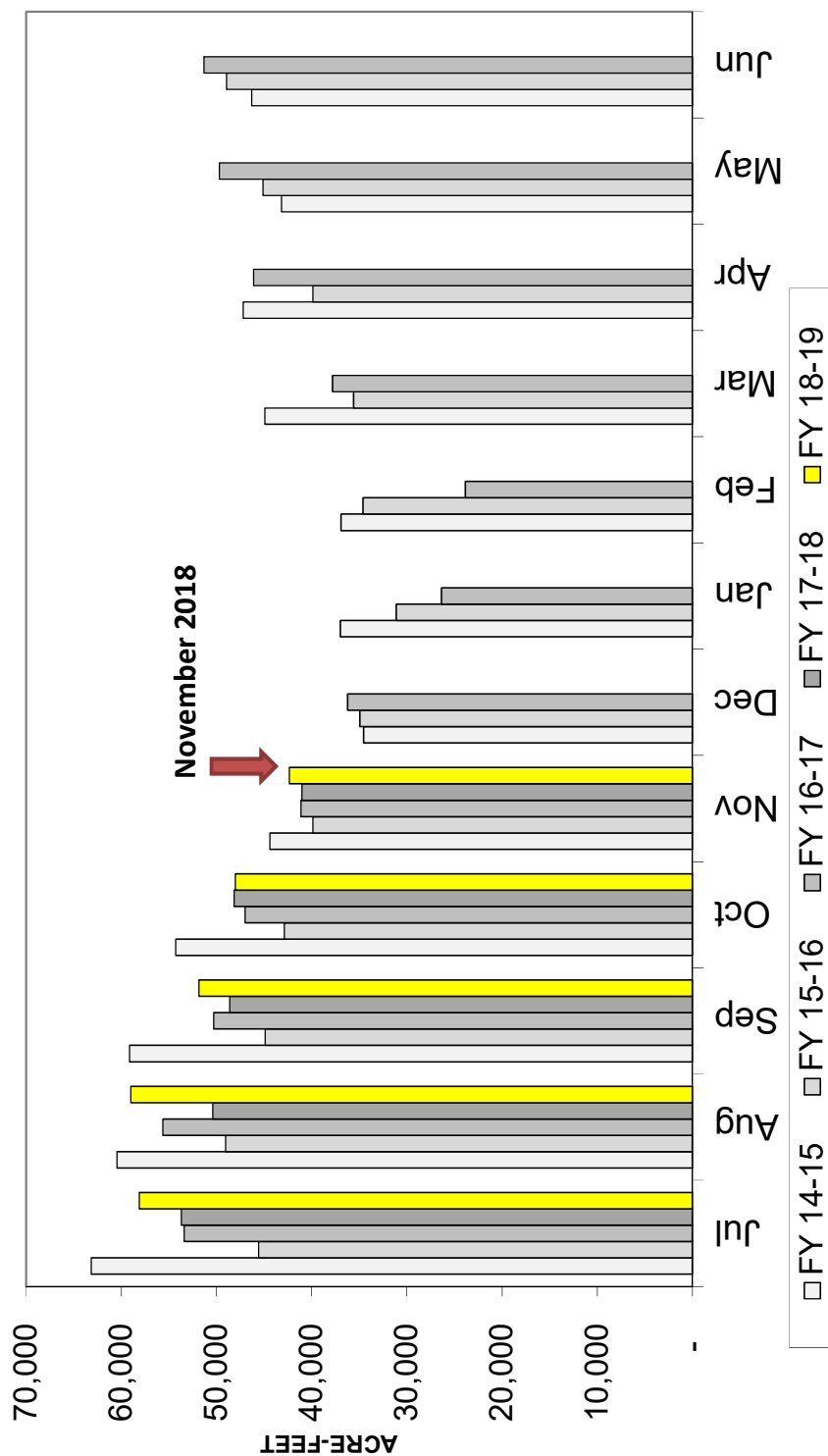
[2] GW for consumptive use only. Excludes In-Lieu water deliveries and CUP water extraction that are counted with Import. BPP in FY '17-18 is 75%.

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

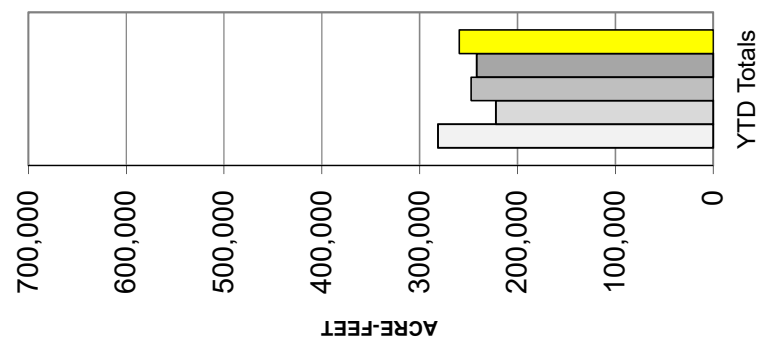
[4] Total water usage includes IRWD groundwater agricultural use and usage by non-retail water agencies.



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

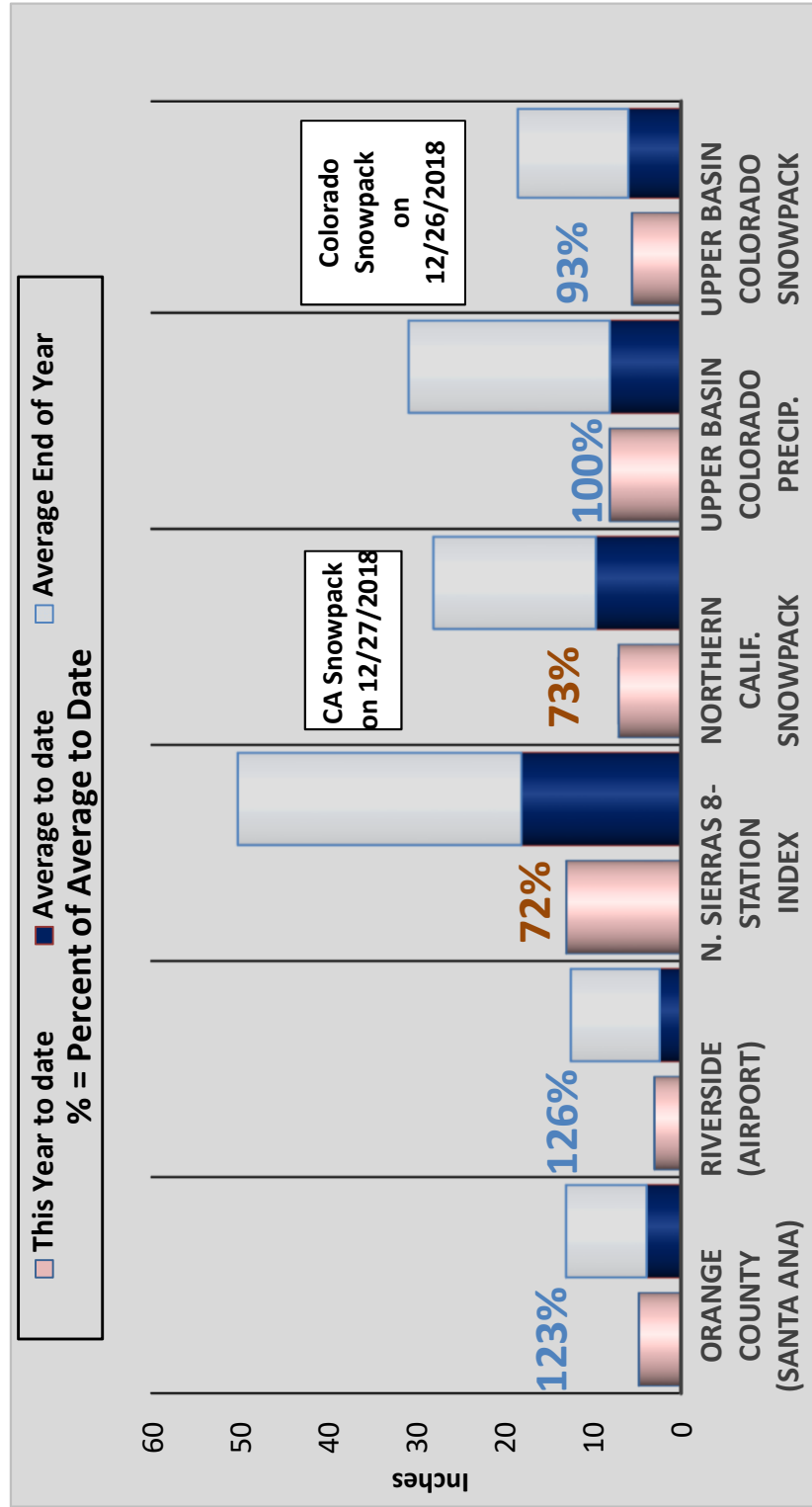


Partial Year Subtotals



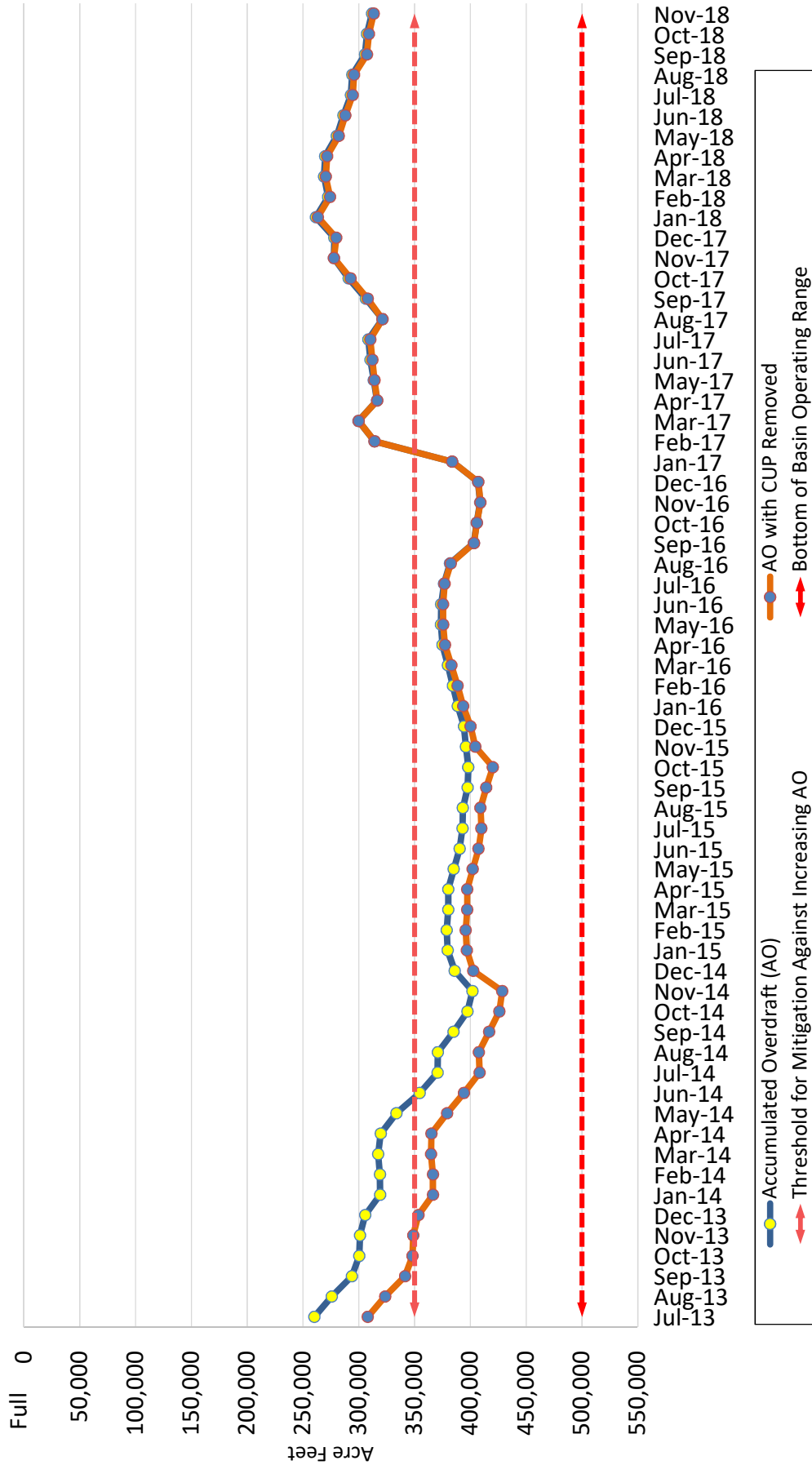
[1] Sum of Imported water for consumptive use (includes "In-Lieu" deliveries; excludes "Direct Replenishment" and "Barrier Replenishment") and Local water for consumptive use (includes recycled and non-potable water and excludes GWRS production) Recent months numbers include some estimation.

Accumulated Precipitation for the Oct.-Sep. water year, through December 2018

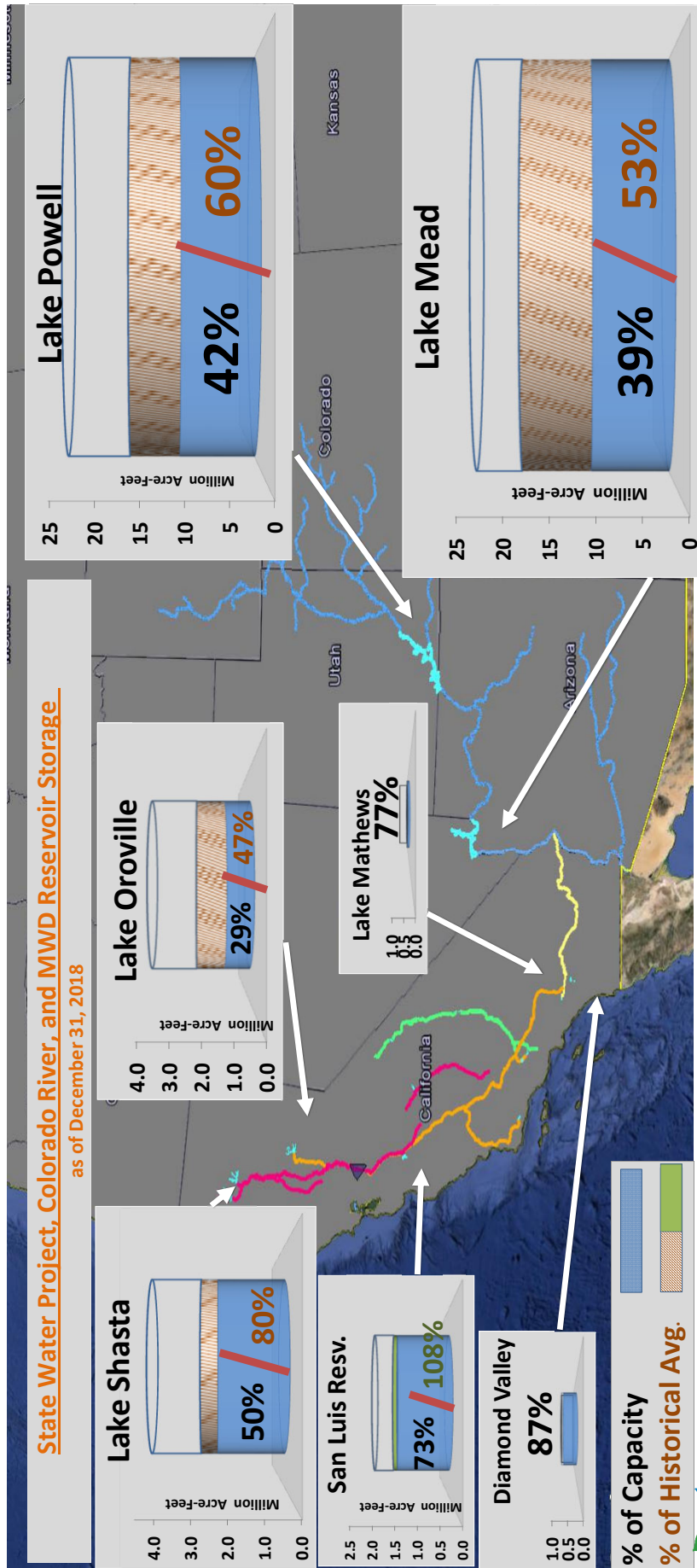


* The date of maximum snowpack accumulation (April 1st in Northern Calif. , April 15th in the Upper Colorado Basin) is used for year to year comparison.

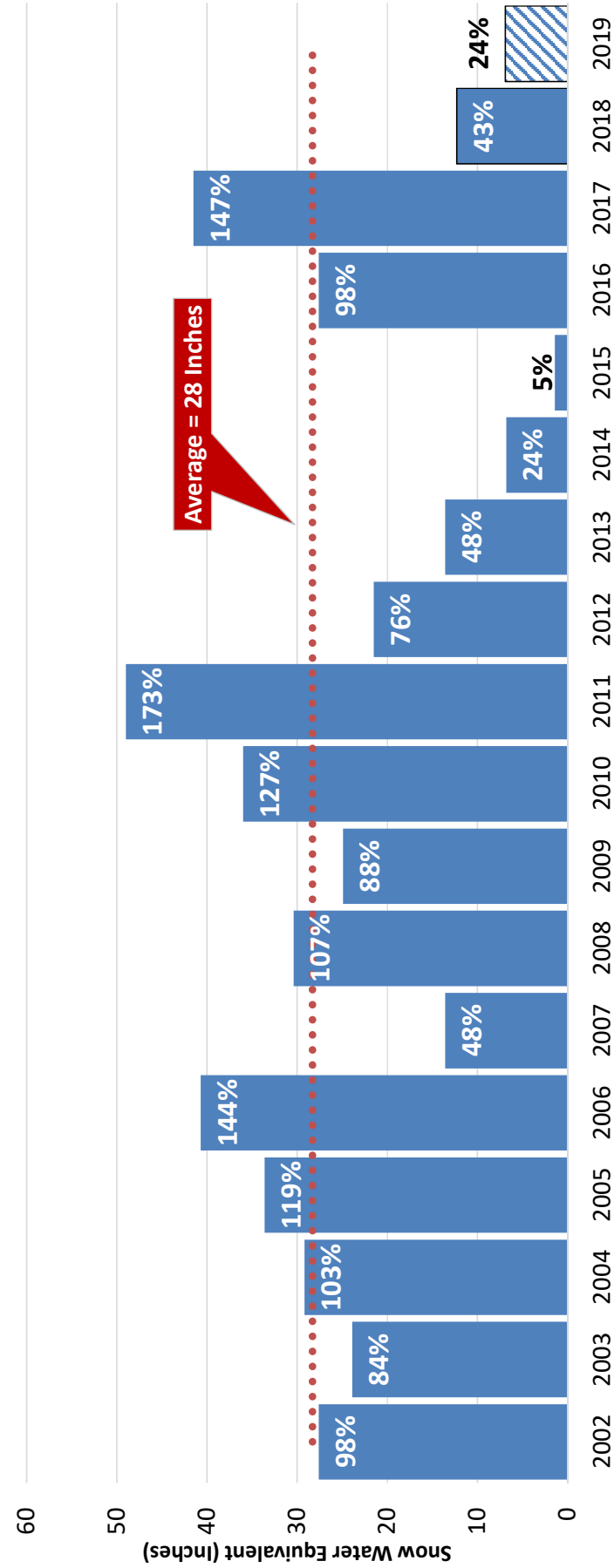
Accumulated Overdraft of the OCWD Groundwater Basin as of November 2018



State Water Project, Colorado River, and MWD Reservoir Storage as of December 31, 2018



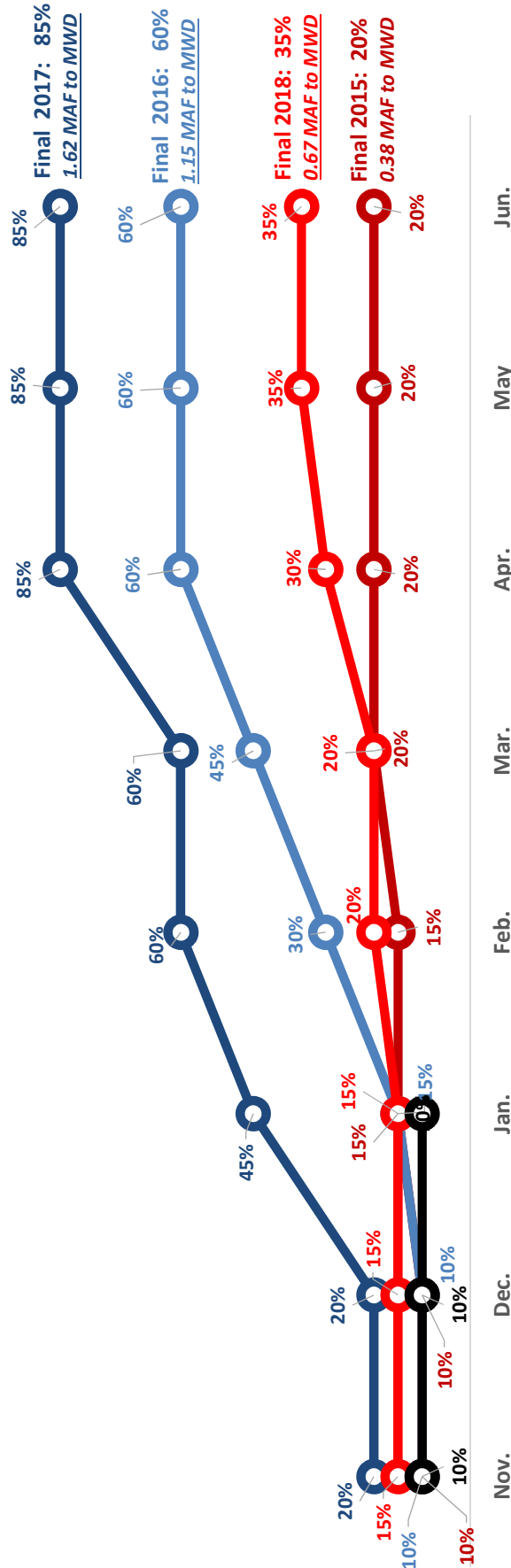
Historical Northern California April 1st Peak Snow Water Equivalent

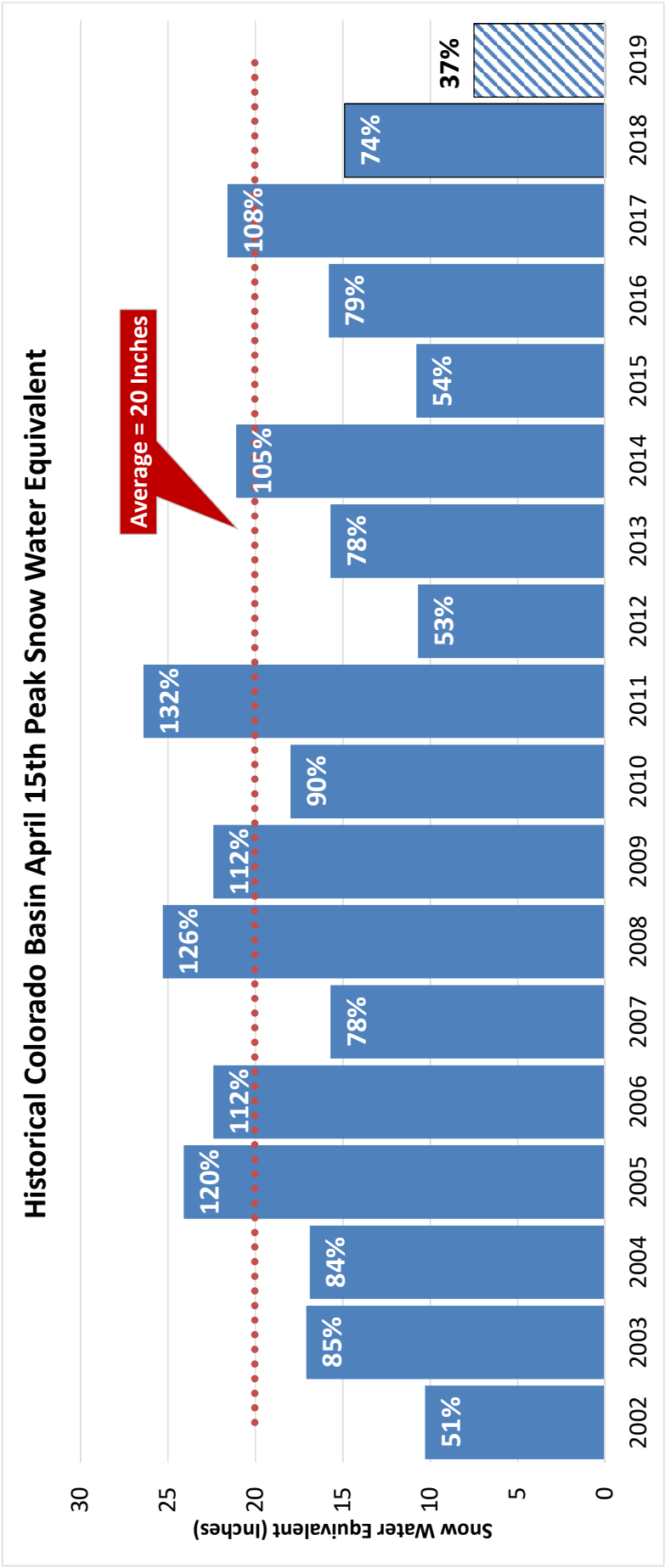


SWP TABLE A ALLOCATION

FOR STATE WATER PROJECT CONTRACTORS

Final 2019: ???

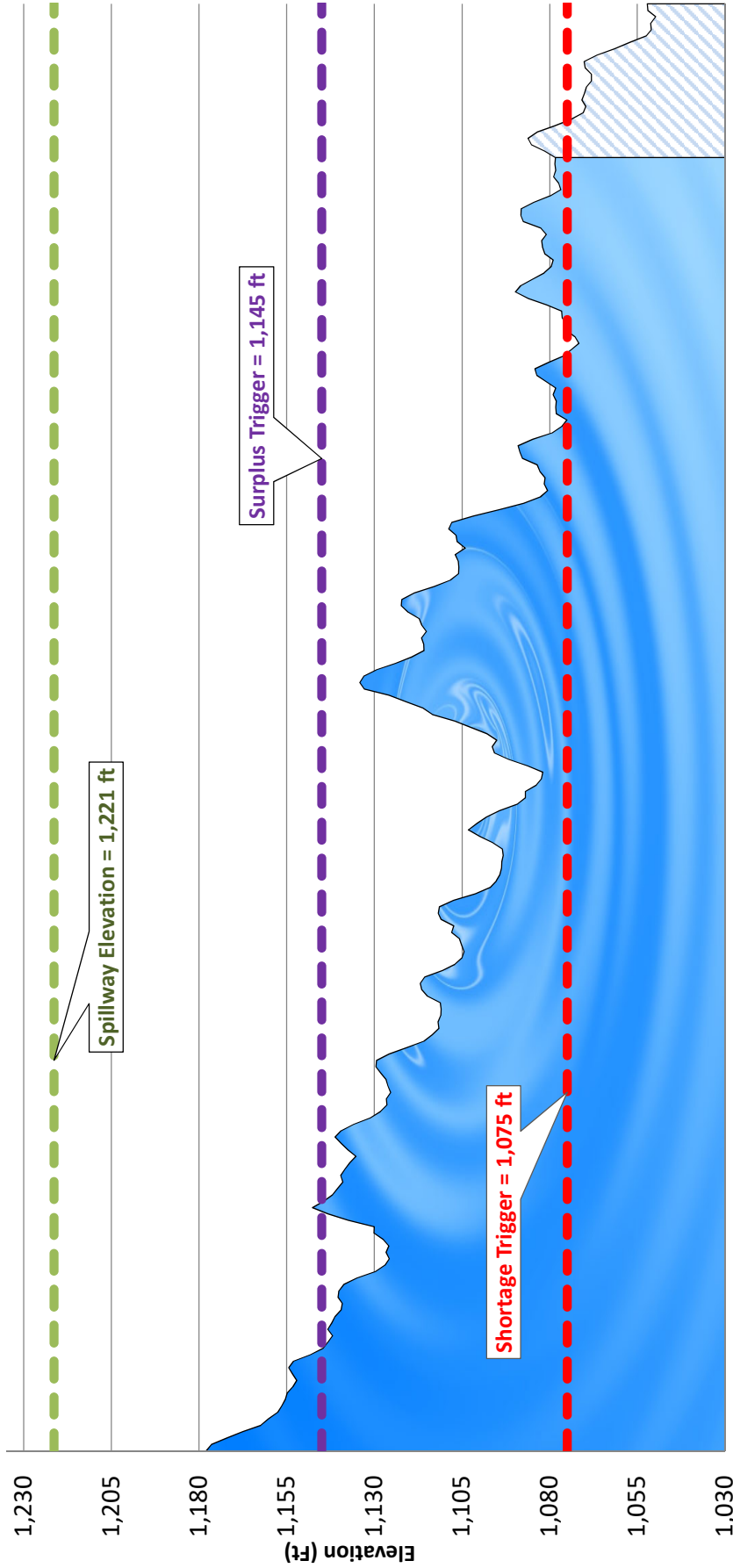






Lake Mead Levels: Historical and Projected projection per USBR 24-Month Study

■ Historical □ Projected





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

■ Historical □ Projected

